

Time Management and Organization

The following questions should be used during your student interviews. Their responses will be used to complete a time use profile for their further reflection and future planning. It will also help them to think about their use of time.

How much time do you spend studying or doing homework each day?

Is this a specific amount of time, or do you work until your homework is finished?

Do you have a specific study/work area at home? What does it look like?

Do you study/work at about the same time every night?

Do you get distracted from your work easily at home? What distracts you?

How long can you study/ work at one sitting? Do you take breaks? How often and for how long?

Are there certain days when studying is harder to fit in?

Is there a time of year when studying is harder to fit in?

Do you keep track of your homework assignments and projects in a notebook or on a calendar?

If you have several things to study or work on in one night, how do you decide what to do? Do you make a plan? Do you prioritize?

Do you know when all your deadlines are?

What time of day is the best for you to study?

Do you tend to leave your work until the last minute?

Can you estimate accurately how long a particular problem/assignment/project will take to complete?