

Time Management Worksheet

Estimate the amount of time you will spend participating in these activities during a typical week.

School

Total Weekly Hours: _____

In-class time (example: 5 days x 8 hours = 40 hours)	40
Homework: English	
Homework: Freshman Advisory	
Homework: Mathematics	
Homework: Physical Education	
Homework: Physics	
Homework: Elective #1	
Homework: Elective #2	

Extracurriculars

Total Weekly Hours: _____

Athletics	
Community Service	
Employment	
Hobbies/Interest	
Student Activities/Clubs	

Unstructured Time

Total Weekly Hours: _____

Family Time	
Free Time (friends, TV, social media, etc)	
Necessities (self-care, eating, chores, etc.)	

Sleep

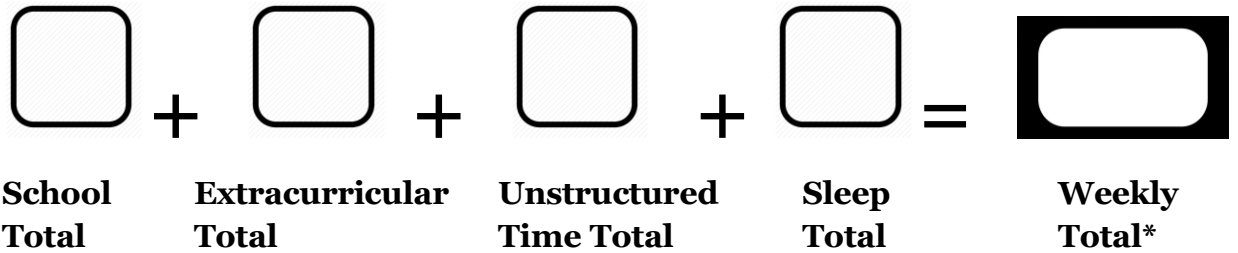
Total Weekly Hours: 63

Weekday sleep (8-10 hour)**	45
Weekend Sleep	18

* You can ask Academic Department Chairs to estimate the maximum nightly homework

** Recommended by the American Academy of Pediatrics

Time Management Worksheet



*One week = 168 hours

Healthy Balance:

Deerfield High School is working to promote a healthy balance in the lives of our students. We are systematically addressing social-emotional learning. As part of this goal, we encourage students to complete the Time Management Worksheet to help students prioritize how they will spend their time.

School:

Attend High School Preview Night, read the High School Preview Night materials or email academic department chairs to learn more about homework load.

Extracurriculars:

Extracurriculars are structured activities students engage in outside of school.

Unstructured Time:

This category includes daily activities such as eating, self-care, relaxing, chores, and family time.

Sleep:

According to the American Academy of Pediatrics, teenagers 13 to 18 years of age should sleep 8 to 10 hours per 24 hours on a regular basis to promote optimal health. The Time Management worksheet estimates are based on 9 hours of sleep per night.