Get to Know Yourself: Key Questions for Effective Time Management

What time do you get up?

What time do you go to bed?

What time(s) of day are you at your best for academic work? (When is your Prime Productivity Time?)

Where do you study best?

How long can you study at a time?

How long of a break do you need?

What times of day do you need to eat?

What time of the day do you like/need to work out?

How many hours do you spend at your job each day?

How many hours of programs do you watch a day?

How many hours a day do each of your courses require (outside of class)?