Time Management Math

Every week has 168 hours. In the blank spots, add the other activities you participate in, and the activities you would do if you had a little more time (weekly date with a friend, time to hand write letters, a long soak in the bath tub, etc). Using a little math, you can discover how to utilize your 168 hours.

Subtract each line from 168 to end up with the 'free' hours in your week. If you end up with 0 or negative numbers, you ought to consider making some changes.

Hours	***Activity***	***Math***
168	Hours in the Week	24 hours/day x 7 days = 168
49	Sleep	7 hours/day x 7 days = 49 *(Adequate sleep is priority!)*
	Eat	
	Personal Hygiene	
	Class	
	Study	
	Quiet Time	
	Bible Study	
	Exercise	
	Email	
	TOTAL	