

University of Kentucky Weekly Time Management Schedule
Please make a copy for your own records

Weekly Tasks:

Top 3 Priorities	Other Items

Schedule Your Joy:

How will you take time to enjoy yourself and/or deliberately rest? How will you reward yourself with leisure activities that make you happy?

	MON	TUE	WED	THU	FRI	SAT	SUN
8am – 9am							
9am – 10am							
10am – 11am							
11am – 12pm							
12pm – 1pm							
1pm – 2pm							
2pm – 3pm							
3pm – 4pm							
4pm – 5pm							
5pm – 6pm							
6pm – 7pm							
7pm – 8pm							
8pm – 9pm							
9pm – 10pm							
10pm – 11pm							
11pm – 12am							



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To make an appointment with Academic Coaching: <https://www.uky.edu/acadcoach/>