Time Management: Self-Analysis

1. The time of day I am most alert is: ________________________________

2. The time of day I am sleepiest is: ________________________________

3. I am distracted by:
   •
   •
   •
   •
   •
   •

4. To decrease distraction I will:
   •
   •
   •
   •
   •
   •

5. I prefer:
   _____ Short intense study sessions
   _____ Longer study sessions

6. Ideally I should wake up at __________ and go to sleep at _____________.

7. To reward myself for getting tasks done I will:
   •
   •
   •
   •

8. Goals to improve my time management are:
   •
   •
   •