



## Self-Management of Time

This website gives several suggestions for improving your self management of time and reasons why they work.

<http://uwaterloo.ca/counselling-services/study-skills-package/time-management>

This time calculator allows you to put in the due date for a writing/research assignment and outlines what you should do each day in order to finish the assignment by the due date.

<http://www.lib.wayne.edu/services/instruction/calculator/>

This daily hourly schedule asks you to fill in how much time you spend doing various tasks in a 24 hour day – you may be surprised how quickly time slips away!

<http://www.studygs.net/schedule/>

This time calculator asks you to fill in how many hours per week you spend doing various tasks and shows how much time is left over each week for studying.

<http://www.ucc.vt.edu/stdysk/TMInteractive.html>

If you are still having issues with managing your use of time, please visit the Academic Success Center in Dinkins 106 or call 803/323-3929 to schedule an appointment to meet with ASC staff to discuss how to effectively utilize your time.