



Time Management Questionnaire

Take this quick quiz to help you determine your strengths and weaknesses when it comes to studying.

Mark Y (Yes) or N (No) next to each option below:

_____ Have you calculated the number of study hours you'll need this semester?

(credits x 3 = number of hours to study per week)

_____ Do you typically submit your assignments by their deadlines?

_____ Have you figured out how much time it takes to read a single chapter in each of your textbooks?

_____ Do you start working on long-term assignments at the start of the semester?

_____ Do you prefer to write down your to-do lists on paper instead of keeping them in your head?

_____ Do you prioritize studying over social activities?

_____ Do you allocate specific time to study for exams?

_____ Are you clear on which tasks you'll work on when you begin studying?

_____ Do you tackle assignments in the order of their due dates?

_____ Do you keep track of your assignments in a planner, calendar, or another organized format?

How To Score:

Give yourself 1 point for each "YES".

A low score (1-4) suggests that you may need assistance with time management, while a high score (8-10) indicates the use of effective time management strategies.

Effective Time Management Key:

8-10: Strong understanding of effective time management strategies

5-7: Average understanding of effective time management strategies

1-4: Below average understanding of effective time management strategies