Study schedule template: week

Week of _____ · One task per row, with a clear finish line, 30–90 minutes. Fill in “Actual” right after the session.

Day	Course	Task (with a finish line)	Deadline	Planned (min)	Actual (min)	Done
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						
Total						

Ratio = actual ÷ planned. If it stays above 1.2 for weeks, your hours per credit are too low. · sprout-study.com/blog/how-to-make-a-study-schedule

Study schedule template: courses and hours

Hours per week = credits × hours per credit per week (2, about 3 online). Hours left = hours per week × weeks until the exam.

Course	Credits	Hours per credit per week	Hours per week	Exam / due date	Weeks left	Hours left in total
Total						

If total hours per week are more than you really have: start earlier, take fewer courses at once or move one to next term. · sprout-study.com/blog/how-to-make-a-study-schedule