

**Time Budget:** *Take a moment and estimate your time spent during a typical weeknight.*



**Academics**

Homework: Subject 1	
Homework: Subject 2	
Homework: Subject 3	
Homework: Subject 4	
Homework: Subject 5	
Homework: Subject 6	
Homework: Subject 7	
Homework: Subject 8	
Tutoring/Enrichment	
SAT/ACT Test Preparation	
University Course	
<b>Total Numbers of Academic Minutes a Day =</b>	



**Extracurriculars**

Sports	
Community Service/Volunteer work	
Performing and/or Visual Arts	
Clubs	
Job/Work	
Other	
<b>Total Numbers of Extracurricular Minutes a Day =</b>	



**Unstructured Time**

Friends including social media	
Family activities, chores/caring for family	
Necessities (transportation, eating, hygiene)	
Naps	
Other (Video Games, hobbies)	
<b>Total Numbers of Unstructured Minutes a Day =</b>	

$$\begin{array}{r}
 \underline{\hspace{2cm}} \quad + \quad \underline{\hspace{2cm}} \quad + \quad \underline{\hspace{2cm}} \quad = \quad \underline{\hspace{2cm}} \\
 \text{Total Academics} \quad \text{Extracurriculars} \quad \text{Unstructured Time} \quad \text{MINUTES USED} \\
 \\
 \underline{\hspace{2cm}} \quad + \quad 421 \quad + \quad 480 \quad = \quad \boxed{\hspace{2cm}} \\
 \text{MINUTES USED} \quad \text{School Day} \quad \text{Minimum Sleep} \quad \text{TOTAL MINUTES USED DAILY} \\
 \hspace{10em} (7:50-3:21) \quad (8 \text{ hours}) \\
 \\
 \boxed{\hspace{2cm}} \quad > \text{ or } < \quad 1440 \\
 \text{TOTAL MINUTES USED DAILY} \quad \text{MINUTES IN A DAY}
 \end{array}$$

In order to make sure that we make the most out of our day, we should lay out and plan the basic elements of our day. These include the estimated time spent in the following areas of our lives: academics, extracurricular, unstructured, and rest.

**Academics:**

Everyone has been given a sheet that outlines the estimated homework load that correlates to specific courses. Use these times to fill out the Minutes per Day table for your expected school schedule for next year. Keep in mind the times are estimates and may take less or more on any given night.

**Extracurricular:**

This section is about structured time outside of the school day that students are committing their time to. For example, students may participate in clubs, sports, community service, part-time jobs, etc.

**Unstructured Time:**

This section accounts for daily activities that might not be as structured as the other categories, but that are still necessary. Time spent in this category may be composed of the activities that students choose to do. For example, time with friends, social media, relaxing, decompressing, and reflecting and family time (i.e. games, hiking, etc.)

**Rest:**

According to research, teenagers actually need more sleep than students ten and younger because they are going through a developmental stage which allows for cognitive maturation. It is recommended that our students receive around 9.5 hours of sleep a night (Johns Hopkins University, 2019). This sleep helps support their brain development, physical growth, and has been correlated as a factor that can protect against depression (Johns Hopkins University, 2019). We incorporated a minimum of 8 hours into their time budget. If their schedule does not allow for the suggested 9.5 hours sleep, it is recommended that an adjustment to other time commitments are addressed to make sleep a priority in their lives.

**References:**

Challenge Success. (2019). Challenge Success Time Management Worksheet. Retrieved from <http://www.challengesuccess.org/wp-content/uploads/2019/11/Time-Management-Worksheet.pdf>

Johns Hopkins University. (2019). Teenagers and sleep: How much sleep is enough? *John Hopkins Medicine*. Retrieved from <https://www.hopkinsmedicine.org/health/wellness-and-prevention/teenagers-and-sleep-how-much-sleep-is-enough>