

168 Hour Assignment

There are only so many hours in a week. Most of us have busy schedules, so it’s important to think about the way you current spend your time and then plan how you could organize and plan your time for your online course. For this assignment, you’ll be asked to assess your **current schedule** and the **hourly amount of time spent on various activities**. You’ll then be asked to create a tentative weekly schedule where you set aside time specifically for your online class.

# Part 1: Your Current Schedule

**Directions:** Fill in the table below with your current schedule.

| **Time** | **Monday** | **Tuesday** | **Wednesday**  | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 6:00 AM |  |  |  |  |  |  |  |
| 7:00 AM |  |  |  |  |  |  |  |
| 8:00 AM |  |  |  |  |  |  |  |
| 9:00 AM | Wakeup | Wakeup | Wakeup | Wakeup | Wakeup | Wakeup | Wakeup |
| 10:00 AM | Eat | Eat | Eat | Eat | Eat |  |  |
| 11:00 AM | Chores | Chores | Chores | Chores | Chores | Family/Friends Day (Typically All Day) | Family/ Friends Day (Typically All Day) |
| 12:00 PM |  |  |  |  |  |  |  |
| 1:00 PM | Class | Class | Class | Class |  |  |  |
| 2:00 PM | Class | Class | Class | Class |  |  |  |
| 3:00 PM | Class | Class | Class | Class |  |  |  |
| 4:00 PM | Class | Class | Class | Class |  |  |  |
| 5:00 PM |  |  |  |  |  |  |  |
| 6:00 PM | Eat | Eat | Eat | Eat | Eat |  |  |
| 7:00 PM | Free Time | Free Time | Free Time | Free Time | Free Time |  |  |
| 8:00 PM |  |  |  |  |  |  |  |
| 9:00 PM |  |  |  |  |  |  |  |
| 10:00 PM | Class | Class |  |  |  |  |  |
| 11:00 PM | Class | Class |  |  |  |  |  |
| 12:00 AM |  |  |  |  |  |  |  |
| 1 – 6 AM | Bed | Bed | Bed | Bed | Bed | Bed | Bed |

## Part 2: 168 Hour Exercise

**Directions:** Based on your schedule above, write down how much time you intend to spend on average in a week for each of the following activities:

| **Activity** | **Time Spent (in Hours)** |
| --- | --- |
| **Sleep** (hours per night x 7) | 56 |
| **Meals** (hours per day x 7) | 14 |
| **Classes** (current credit hours x 3) | 18 |
| **Work** | 0 (this will change) |
| **Commute Time for classes and/or work** | 7 |
| **Family/Friend Time** | 21 |
| **Activities (hobbies, exercise, spiritual practice, etc.)** | 14 |
| **Extra Responsibilities (chores, obligations, etc.)** | 10.5 |
| **Personal Care** | 14 |
| **Free Time** | 6.75 |
| **Other:** | 6.75 |
| **Total=** | **168 Hours** |
| **168-Total=** | **0 Hours Remaining** |

**Note**: You may want to assess your workload if you are spending more than **65 hours per week on Classes and Work.** Being a successful student requires that you also have time to get enough rest and take care of yourself!

# Part 3: Online Course Study Schedule

**Directions:** Fill in the chart below with a tentative weekly study schedule for your online course. Please keep in mind that the amount of time you should put into your class is the following:

* For **16 Week Semester**: *Credit Hours X 3*
* For an **8 week Semester:** *Credit Hours X 6*
* For a **6 Week Semester:** *Credit Hours X 7.8*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Time** | **Monday** | **Tuesday** | **Wednesday**  | **Thursday** | **Friday** | **Saturday** | **Sunday** |
|  | 1pm-5pm10pm-11pm | 1pm-5pm10pm-11pm | 1pm-5pm | 1pm-5pm |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Activities adapted from:

* "Planning Your 168-Hour Work Week." *University of Redlands Academic Success Center*. Academic Success and Disability Services. Web. 4 Feb 2014. <http://www.redlands.edu/docs/StudentLife/168\_Hour\_Week.pdf>.
* "How to Spend your 168 Hours A Week Wisely." *Delta College*. Teaching Learning Center. 2009. Web. 4 Feb 2014.