

## Semester Scheduling

Scheduling is the process of deciding how to commit resources between various possible tasks. As a university student you have probably never been busier as you deal with all of the studying, socializing, sports, clubs, and maybe even working or volunteering. You and your time are valuable and need to be spent in the most effective ways to ensure you get value from your studies.

Use schedules to give yourself a visual picture of the assignments, projects, tests, exams, and field trips that will happen during the semester. If you are taking a number of classes, this is a tool to be able to see what is coming up next.

The bigger, the better and put it all on one page!

### Your Semester at a Glance!

Be sure to write in all your assignments, quizzes, midterms, final exams, etc. as soon as you know the dates. Post it on the wall in your study area and you'll always be aware of what's coming up, so you can plan how and where to spend your time. Make a second one that you carry in your binder but, if something changes, remember to change BOTH of them.

The Learning Centres have free large blank schedules to help you with this task.

	SUN	MON	TUES	WED	THURS	FRI	SAT
Week 1							
Week 2							
Week 3							
Week 4							
Week 5							
Week 6							
Week 7							
Week 8							
Week 9							
Week 10							
Week 11							
Week 12							
Week 13							
Week 14							

***When you have made your Semester Schedule, move on to your Weekly Schedule and To Do Lists.***