

Time Management Assessment

Directions: Respond YES or NO to the following statements.

YES	NO	
		I allocate time for study and leisure.
		I can return to task after minor interruptions.
		I create a weekly study schedule and set goals.
		I can remain on task until completion.
		I do the most difficult tasks first.
		I accurately predict how long assignments will take to complete.
		I prioritize the tasks that I need to complete.
		I understand that "things come up" and that I need to be flexible.
		I take necessary breaks when I study.
		I monitor my concentration during study sessions to ensure that I am focused.

If you responded NO to 3 or more statements, consider working with a learning specialist at the Office of Academic Support.



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Learning Success Center

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