
Student Success \ Time Management

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Benefits of Scheduling

RECORD ALL OF YOUR DEADLINES FOR YOUR COURSES ON A CALENDAR

This includes all upcoming quizzes, tests, assignments, terms papers, presentations, group projects, etc.

NOTICE THE “CRUNCH TIMES” (WHEN A LOT OF DEADLINES ARE HAPPENING DURING THE SAME DAYS/WEEKS)

Typical “crunch times” include mid-terms and final exams, but there could be other “crunch times” depending on how your deadlines bunch up on your calendar.

BUDGET & ORGANIZE YOUR STUDY & PREP TIMES BEFORE THE “CRUNCH TIMES”

This will help you avoid having to “cram” before deadlines, tests, quizzes, etc.

SCHEDULING GIVES YOU CONTROL OF YOUR TIME

You can now “budget” your study and prep time much more effectively.

SCHEDULING REDUCES STRESS

One of the most important benefits for you is helping avoid procrastination.

(6) PLAN BEFORE STUDYING, WORKING ON ASSIGNMENTS & EXAM PREPARATION

Set your learning and task goals first – this brings focus to your work and also makes your use of time more efficient.

A GREAT MOTIVATOR

These points may motivate you to put more time into planning out a schedule.

Langara.

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