Time Management Priorities

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Things I NEED to do this quarter: (class, study, job, sleep, eat, church)	Prioitize 1-10	# of hours /	K - keep E - eliminate
(**************************************		week	A - adjust
	2		14 1
Things I WANT to do this quarter: (clubs, exercise, date, work, play)	Prioitize 1-10	# of hours / week	K - keep E - eliminate A - adjust
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate
		hours /	E - eliminate

Remember that there are 168 hours in a week.