

Study Time

It can be difficult trying to balance work/college/study/family/other time. I know just the same as most people. Time management is forever changing and we need to find time for studying.

College courses have you with the lecturer only part of the time that is required for study. It is important to set aside time every week to ensure college study / learning time commitment is met.

An idea is to plan the week similar to this (only a guide, it could be improved upon):

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7 am	Before breakfast study 20 mins	Before breakfast study 20 mins	Before breakfast study 20 mins	Before breakfast study 20 mins	Before breakfast study 20 mins	Early rise when others still in bed. Start study time.	Lie in.
8 am	Family breakfast, school drop	Family breakfast, school drop	Family breakfast, school drop	Family breakfast, school drop	Family breakfast, school drop	More study time until family awake and family needs.	1 hour study time.
morning	Work	College lesson and study time.	College lesson and study time.	Work	Work	Family time and family needs.	Family time and family needs.
afternoon	Work	College lesson	College lesson	Work	Work	Family time and family needs.	2 pm – 4 pm (TWO hours study)
4 – 8 pm	Family needs and dinner	Family needs and dinner	Family needs and dinner	Family needs and dinner	Family needs and dinner	1 hour study time.	Before family time, another 1 hr study.
9 pm ...	Children to bed then 30 mins study.	Children to bed then relaxation.	Children to bed then 1 hour study	Gym, time out after children to bed.	Night out or relaxation at home.	Night out or relaxation at home after children bed.	Family time and relaxation / rest.

If you plan for needs of life around college time, work, other commitments - making planned time for additional college study. If a college lesson is less than 3 hours, use the balance of time up to 3 hours normal college time to set aside for additional study/catch-up, don't use this time for anything else.



Look for times otherwise spent watching television or activities that could be cut, to make that needed time for study for college.

It's all about finding a balance, but more importantly planning ... then sticking to that study time.

Plan to study for each of your units, sometimes spending more time on units that need that extra time – never just say you have done all the work and ruin that schedule – use the study time to which you have planned, stick to it, even if you are just revising.

Avoid distractions, close a door, put on noise-cancelling headphones (without music, if music distracts), study somewhere else, ask others to help you study by leaving you time alone and ask for someone to take care of things for you whilst you study.

Download a productivity app for your mobile device and use it. Here's some to consider:



Evernote,



30/30 (has timers),



Remember The Milk.

Make a list of priorities and check them off when complete. Here's some to-do list apps:



Listastic,



2Do,



Prezi,



Mind 42.

One thing to remember, when it is difficult and you find you are busy ... it isn't for long, it will all be worth it when you get that success at college. Your future will mean you have more time and college isn't forever, it is for a short time in the grand scheme of things and something worth working hard towards will be worth it in the end.

