



# Self Assessment: Am I Using My Time Wisely



Answer each question using the following scale:

5 - Always    4 - Usually    3 - Sometimes    2 - Not Often    1 - Never

	ANSWER
I understand my learning preferences and personality style and am able to make adjustments to my studying based on these.	
I choose to do my work at times when I am most alert.	
I schedule the tasks I don't like to do between the tasks I like.	
I make sure that my environment is conducive to studying by being comfortable and removing distractions.	
I preview material before class and review material after class.	
I study in one hour or less increments with breaks in between.	
I attend and participate in class.	
I make sure to test my learning/understanding before moving on to the next task.	
I make the best use of my time while waiting by carrying some study materials with me wherever I go.	
I get enough rest, exercise and eat healthy foods.	
I am able to balance my work, class, study, and leisure time.	
If I have a personal problem, I am able to put it aside to get my tasks done.	
If I nap, they are limited to 30 minutes or less per day.	
I am aware of how I spend my time.	
My studies are a high priority.	
I am able to recognize my tendencies to procrastinate and use strategies to overcome these.	
<b>Sum of questions</b>	

**If your score is:**

- 65-80: you are utilizing your time wisely
- 40-64: you might need a little tune up
- 16-39: your time usage needs some major adjustment

Focus on the areas where you scored 1s & 2s to improve your time management skills.

*Based on a document from LSU, Center for Academic Success*