

UNIVERSITY OF PITTSBURGH

SWANSON school of engineering

***freshman
engineering***

Making a Student Schedule

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5:00 AM							
6:00 AM							
7:00 AM							
8:00 AM							
9:00 AM							
10:00 AM							
11:00 AM							
12:00 PM							
1:00 PM							
2:00 PM							
3:00 PM							
4:00 PM							
5:00 PM							
6:00 PM							
7:00 PM							
8:00 PM							
9:00 PM							
10:00 PM							
11:00 PM							
12:00 AM							
1:00 AM							
2:00 AM							
3:00 AM							
4:00 AM							

Making a Student Schedule

How to complete your Student Schedule

1. Write down all your classes, recitations, and labs.
2. Write down all your meals.
3. Write down all your regularly scheduled personal activities. This could be work, extra curricular meetings, practices.
4. Write down times to sleep. Try to keep the time that you go to bed constant (not 10pm one night, 4am the next).
5. Schedule 15-30 minutes of preview time before each class to review notes or pre-read the subject matter for that day.
6. Schedule 15-30 minutes of review time after each class to review and summarize notes or ask questions of the professor or your classmates.
7. Schedule times when you will study, read and complete homework assignments. Note each subject at a specific time. Try to devote time every day including week ends) for each subject. When possible, use time during breaks between classes to study and try to study subjects at the same time each day.
8. Schedule review or group study time. This time is different that study time. It will be time that you will use to ask questions of your classmates and review in a group setting. This time can also be used to prepare for long term projects or exams.
9. Lightly mark down when your professors have office hours. This way, you will be able to know when they are available to answer questions.
10. Schedule your “personal maintenance” time. This includes doing showering, doing laundry, working out, worship, and other necessary activities.
11. Schedule your free time. This is time for necessary for you personal and mental well-being.
12. Understand that throughout the semester, times for necessary activities may fluctuate. As an Engineer, your goal should be 25-30 hours of academic study each week. If you manage your time effectively, you will have plenty of free time outside of academics