## Time Analysis and Management

How are you spending your days?

Date: \_\_\_\_\_

12:00a	12:10a	12:20a	12:30a	12:40a	12:50a	01:00a	01:10a	01:20a	01:30a
01:40a	01:50a	02:00a	02:10a	02:20a	02:30a	02:40a	02:50a	03:00a	03:10a
03:20a	03:30a	03:40a	03:50a	04:00a	04:10a	04:20a	04:30a	04:40a	04:50a
05:00a	05:10a	05:20a	05:30a	05:40a	05:50a	06:00a	06:10a	06:20a	06:30a
06:40a	06:50a	07:00a	07:10a	07:20a	07:30a	07:40a	07:50a	08:00a	08:10a
08:20a	08:30a	08:40a	08:50a	09:00a	09:10a	09:20a	09:30a	09:40a	09:50a
10:00a	10:10a	10:20a	10:30a	10:40a	10:50a	11:00a	11:10a	11:20a	11:30a
11:40a	11:50a	12:00p	12:10p	12:20p	12:30p	12:40p	12:50p	01:00p	01:10p
01:20p	01:30p	01:40p	01:50p	02:00p	02:10p	02:20p	02:30p	02:40p	02:50p
03:00p	03:10p	03:20p	03:30p	03:40p	03:50p	04:00p	04:10p	04:20p	04:30p
04:40p	04:50p	05:00p	05:10p	05:20p	05:30p	05:40p	05:50p	06:00p	06:10p
06:20p	06:30p	06:40p	06:50p	07:00p	07:10p	07:20p	07:30p	07:40p	07:50p
08:00p	08:10p	08:20p	08:30p	08:40p	08:50p	09:00p	09:10p	09:20p	09:30p
09:40p	09:50p	10:00p	10:10p	10:20p	10:30p	10:40p	10:50p	11:00p	11:10p
11:20p	11:30p	11:40p	11:50p					1	
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P = Productive

Leave Cell Blank for Sleep, Recreation or Rest X = Exercise