

Time is our most important resource. We should budget it like we budget our money.

1. Write out all the activities you do in a week.
Eg. Sleep, commute, study, beautification, work, hang with friends, etc.
2. Write beside it how many hours per week you spend on that activity. All together should equal 168h.
Eg. Sleep = 40h, beautification = 9h, etc.
3. Reflect on where you're spending your time.
4. Write down one thing you want to spend more time, how you will find the time, what might get in the way, and how you will overcome it.
Eg. I want to spend more time on my startup side venture. I plan to reallocate 2 hours from beautification to this per month.

Part 1 & 2

A. How I CURRENTLY spend my time	# of Hours	B. How I LIKE TO spend my time	# of Hours
TOTAL	168h	TOTAL	168h

Part 4

What I'd Like to Do More of...

I'd like to do more:

What might get in the way:

How will I overcome that obstacle: