

# TABLE 5: WEEKLY PLANNER (EXAMPLE)

A Weekly Planner will assist you to organise your time so that you stay up-to-date with your course requirements

| Week Number: ..... Date Range: ..... |  |                                |                                   |                                  |                           |                          |                                   |
|--------------------------------------|--|--------------------------------|-----------------------------------|----------------------------------|---------------------------|--------------------------|-----------------------------------|
|                                      | Monday                                 | Tuesday                        | Wednesday                         | Thursday                         | Friday                    | Saturday                 | Sunday                            |
| 9 am                                 | Prepare for computer online assessment |                                | Computer lecture                  |                                  | Computer lecture          |                          | Family and friends time           |
| 10 am                                | Prepare for computer online assessment | Biology lecture                | Read history tutorial readings    | Geography lecture                | History research          | Write history assignment | Family and friends time           |
| 11 am                                | History lecture                        | Biology lecture                | History lecture                   |                                  | Geography research        | Write history assignment | Family and friends time           |
| 12 pm                                |  |                                | History tutorial                  | Society club                     |                           |                          | Family and friends time           |
| 1 pm                                 |  |                                |                                   |                                  |                           | Free time.               | Family and friends time           |
| 2 pm                                 | Geography lecture                      | Biology prac                   | History assignment. start writing | Geography group project meeting. | Geography research        | Free time.               | Family and friends time           |
| 3 pm                                 |  | Write up biology prac          | Proof read biology prac report    | Geography prac.                  | Society club get-together | Start writing geography  | Family and friends time           |
| 4 pm                                 | Computer prac                          | Write up biology prac          | Geography assignment              |                                  |                           |                          |                                   |
| Research.                            |  |                                | Review biology text book          |                                  |                           |                          |                                   |
| 5 pm                                 | Gym                                    |                                |                                   | Gym                              |                           |                          |                                   |
| 6 pm                                 |  |                                | Free night                        |                                  |                           |                          |                                   |
| 7 pm                                 | Read history tutorial readings         | Read history tutorial readings |                                   |                                  |                           |                          | Check Semester assessment planner |
| Do 'To-do list'.                     |  |                                |                                   |                                  |                           |                          |                                   |
| Do new weekly                        |  |                                |                                   |                                  |                           |                          |                                   |
| 8 pm                                 |  | Geography online discussion    |                                   |                                  |                           |                          |                                   |