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## Faculty Resource: Time Management

**Why does time management cause problems for students?**

Time management for students can be one of the most important—and difficult– skills to learn during their young lives. With so much going on, having strong time management can sometimes seem impossible. Fortunately, however, there are things they can do to help make sure their time management leaves them feeling organized and in control instead of exhausted and behind.

The Powerpoint presentation on time management in this tool kit will help explain the importance of time management to your class. The presentation includes an activity, which is a group assignment for the students. They will get into groups of four and ‘plot’ a weekly schedule.

Handouts for a weekly and semester schedule are provided. We suggest you encourage students to use them to complete their own schedules after completing the group activity.

***Central Lakes Regional Planning Team***

***A School College Work Initiative***

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