

The Weekly Timetable Template

Time management is a vital skill in life. Creating a personalised weekly timetable will help you to manage your time, along with and helping you to prioritise your sleep and the other important activities in your life.

When life gets busy, often the recommended time allocated to sleep is the first thing that gets compromised. Now that you know how important sleep is to your mood, energy and performance, schedule your sleep time first.

Tips for creating your weekly timetable:

- Step 1** Allocate time for your own recommended hours of sleep, together with downtime before bed.
- Step 2** Allocate time for your non-negotiable activities including school, work and travel to and from these.
- Step 3** Allocate time for other priorities such as homework, extracurricular activities, exercise, socialising and family time.
- Step 4** Regularly re-evaluate these priorities and how you could better balance your time.

[Click for weekly timetable template.](#)



Sample Weekly Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00am	Sleep	Early AM	Sleep	Sleep	Sleep	Sleep	Sleep
:30		Travel					
7:00am							
:30	Travel	Sport Training	Travel	Travel	Travel		
8:00am							
:30							
9:00am							
:30							
10:00am						Sport Game	
:30							
11:00am							
:30	School	School	School	School	School		
12:00am							
:30							
1:00pm							
:30							
2:00pm							
:30							
3:00pm							
:30							
4:00pm	Travel	Travel	Travel		Travel		
:30				Sport Training			
5:00pm							
:30				Travel			
6:00pm							
:30	Dinner	Dinner	Dinner	Dinner			Dinner
7:00pm							
:30					Youth		
8:00pm						Socialising	
:30							
9:00pm							
:30	Chilling/Ready for Bed	Chilling/Ready for Bed	Chilling/Ready for Bed	Chilling/Ready for Bed	Chilling/Ready for Bed		Chilling/Ready for Bed
10:00pm	Sleep	Sleep	Sleep	Sleep	Sleep		Sleep

Your Weekly Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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