**Monitor use of independent study time**

Use a template of this sheet for each study period until you are happy with how you use your time.

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| **Column 1 (fill out during study)** | **Column 2 (fill out after study)** |
| Date:Where:Time I am starting:Study conditions: | Were the conditions, time and place the best possible? Could I improve anything? |
| How long am I going to study for altogether? | How long did I study for? |
| How many breaks do I intend to take?Times of breaks (approx.)?Length of breaks? | When did I take breaks?Did I stick to the break time? If not, what do I need to do to get back to study? |

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| **Interruptions that occurred** |
| **Type of interruption** | **Length** | **Time finished** | **Total time worked** |
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| **Thoughts and observations about my study habits and time management** |

**See also:** *The Study Skills Handbook*, p. 130.