



**KEEPING A
SCHEDULE-USING
YOUR AGENDA AND
CALENDAR**

& why you really want to do it.

1

**WE PROVIDE
YOU WITH A
SCHOOL
AGENDA!**


It is a little book with a big impact because it lets you keep track of your life – all of it. Not just school!

-  It has a week by week section so you can predict and plan your week
-  It has a monthly calendar so you can schedule your time wisely

2

THIS HELPS YOU MAKE TIME FOR EVERYTHING

Yes, it is meant to help you keep track of assignments, but if you block in classes, homework, due dates, you can also use it to plan YOUR TIME! A schedule means you make sure you have a plan to have school work, extracurriculars and personal time.



3

A WEEK-BY-WEEK PLANNER LETS YOU PLAN THE BIG PICTURE AND MAKE TIME FOR HOMEWORK, STUDY, AND VIDEO GAMES! YOU BLOCK EACH DAY OUT TO LET YOU MAKE TIME FOR SCHOOL, WORK, FAMILY, FRIENDS AND FUN!



4

THE MONTHLY CALENDAR IS AN OVERVIEW

IT LETS YOU SEE WHAT YOUR MONTH HAS IN STORE AND PLAN ACCORDINGLY!

THIS LETS YOU MAKE CHANGES AS NEEDED, AND AVOID STRESS.

PUT IN ALL YOUR EVENTS- PERSONAL, EXTRA CURRICULAR (GAMES, PRACTICES, PERFORMANCES, ETC) SCHOOL STUFF!
PUT IN DUE DATES, TEST DATES, ETC



5



Use your agenda every class and every day. We're going to check in on you and try to help you keep up with your planning so that you can stay as happy, healthy and on top of things as possible this year!

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