

Time Management Sheet

Name	
Date	

Task	Date Due	Order

Time management is **MY RESPONSIBILITY**.

Schoolwork is **MY RESPONSIBILITY**.

There is no weakness in asking for help, only **STRENGTH** and **HUMILITY**.

There is no shame in being wrong, only new **LEARNING** and greater **IMPROVEMENT**.

Put in your **BEST EFFORT** and aim to be better than you were yesterday.

Look not to your neighbours to compare, only to see if they have enough.