

Calendar for the Week of: _____ (1 of 2)

Name: _____ Date: _____ Period: _____ Grade: _____

MONDAY	TUESDAY	WEDNESDAY
Homework:	Homework:	Homework:
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
Activities:	Activities:	Activities:
1	1	1
2	2	2
3	3	3
4	4	4
Other Activities:	Other Activities:	Other Activities:
1	1	1
2	2	2
3	3	3
4	4	4

Risi, R., Schiro, P., & Serret-Lopez, C. (2005). *Strategies for Success*. San Diego, CA: AVID Press.

Calendar for the Week of: _____ (2 of 2)

Name: _____ Date: _____ Period: _____ Grade: _____

THURSDAY	FRIDAY	SATURDAY/SUNDAY
Homework:	Homework:	Homework:
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
Activities:	Activities:	Activities:
1	1	1
2	2	2
3	3	3
4	4	4
Other Activities:	Other Activities:	Other Activities:
1	1	1
2	2	2
3	3	3
4	4	4

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SAMPLE

Calendar for the Week of: 9/13 - 9/17 (1 of 2)

 Name: Robert Date: 9/13 Period: 5 Grade: 9

MONDAY	TUESDAY	WEDNESDAY
Homework:	Homework:	Homework:
1 Algebra 1-pg. 25 #1-30	1 Algebra 1-pg. 30 #2-40 even	1 Algebra 1-pg. 33 #1-41 odd
2 English - write autobiography	2 No hmwk	2 Study for vocab. quiz
3 No hmwk	3 Science - read Ch. 2 (pgs. 43-50)	3 Finish Classwork questions 5 & 6
4 No hmwk	4 Social Studies - finish map	4 No hmwk
5 Complete pre-work for AVID tutorial	5 No hmwk	5 Complete pre-work for AVID tutorial
6 PE - bring PE clothes and lock	6 No hmwk	6 No hmwk
Activities:	Activities:	Activities:
1 Soccer Practice 3-5pm	1 Soccer Practice 3-5pm	1 Soccer Practice 3-5pm
2 Read 30 min.	2 Read 30 min.	2 Read 30 min.
3	3	3
4	4	4
Other Activities:	Other Activities:	Other Activities:
1 Buy PE lock and folder for science	1 Babysit 6-8pm	1 Study w/Jose for vocab. quiz
2	2	2
3	3	3
4	4	4

 Risi, R., Schiro, P., & Serret-Lopez, C. (2005). *Strategies for Success*. San Diego, CA: AVID Press.

SAMPLE

Calendar for the Week of: 9/13 - 9/17 (2 of 2)

 Name: Robert Date: 9/13 Period: 5 Grade: 9

THURSDAY	FRIDAY	SATURDAY/SUNDAY
Homework:	Homework:	Homework:
1 Algebra pg. 36 #2-30 even	1 Algebra pg. 40 #1-39 odd	1
2 No hmwk	2 Rewrite 1st draft of autobiography	2
3 Review lab instructions	3 No hmwk	3
4 Complete graphic organizer	4 No hmwk	4
5 Make sure binder is in order for check	5 No hmwk	5
6 No hmwk	6 Take PE clothes home	6
Activities:	Activities:	Activities:
1 Practice 3-5pm	1 Video games club 3-4pm	1 Read 30 min, fill out reading list
2 Read 30 min.	2	2 Soccer game 9am, family outing
3	3	3 Cousin's birthday
4	4	4
Other Activities:	Other Activities:	Other Activities:
1	1 Go to Jose's house	1 Clean room
2	2	2 Go to movies
3	3	3 Organize backpack
4	4	4

SAMPLE Agendas/Calendaring

May 21-27

Weekly Goals:

1. COMPLETE ALL HWWK!
2. ORGANIZE BINDER
3. WRITE ALL HWWK, CLASS WORK + TEST/QUIZZES IN AGENDA.

21 MONDAY	22 TUESDAY	23 WEDNESDAY	24 THURSDAY	25 FRIDAY
• TRT PG. 42 # 1-25 ✓ • HWWK PG. 40 # ALL ✓	• TRT PG. 42 # ALL ✓ • HWWK PG. 41 # 7-11 ✓	• TRT PG. 44 # 2-106 ✓ • HWWK PG. 40 # 1-10 ✓	• CHAP. REV. WKSH. ✓ • REVIEW MATH TEST ✓ • NOTES FROM MTG. • W/AVOID TEACHER ✓	• QUIZ CH # 2 ✓ • LESSON 1-6 ✓ • NO HOMEWORK ✓
• WORK ON SCIENCE FAIR PROJECT ✓	• WORK ON SCIENCE FAIR PROJECT ✓	• WORK ON SCIENCE FAIR PROJECT ✓	• WORK ON SCIENCE FAIR PROJECT ✓ • WRITE UP SOME LABS ✓	• SCIENCE LAB DUE TODAY ✓
• VENN DIAGRAM: COMPARE & CONTRAST 2 WONDERS OF WORLD (ZEUS VS PYRAMID) ✓	• CHOOSE WONDERS TO RES. (ZEUS) GET 1 BOOK ✓ 1 ENCYCLOP. ART. ✓ 1 INTERNET ART. ✓	• TAKE NOTES (CN) ON ZEUS 20 NOTE CARDS ON ✓ RDG - FACTS ✓	• ZEUS OUTLINE ✓ • FILL IN W/ DETAILS FROM NOTE CARDS ✓	• ZEUS OUTLINE NOTE CARDS ✓ • ARTICLES ✓ • DUE TODAY !!! ✓
• NO HOMEWORK ✓	• AUTOBIO ESSAY: BRAINSTORM ✓ • THESIS ✓ • OUTLINE ✓	• NO HOMEWORK ✓ • STUDY VOCAB. WORDS ✓ • QUIZ # 2 FRI ✓	• AUTO BIO ESSAY: RD ST ESSAY ✓	• VOCAB. QUIZ # 2 ✓ • NO HOMEWORK ✓
	• RD CH. 3-5 ROLL TH. ✓			• PARENT SIGNATURE DUE ✓
• TUTORIAL REQUEST FORM (TRF) ✓	• P.S. - CSUBS FIELD TRIP SLIP ✓ • 12- LUNCH/BUS ✓	• TRF ✓ • CORNELL NOTES (CN) ✓ • DUE FRI - 2 PARAS. = (10) ✓	• ORGANIZE BINDER ✓ • RD/HIGHLIGHT LANG. HUGHES POEM ✓ • FOR SOC. 5cm ✓	• CN DUE - 10 BC ✓ • NO HOMEWORK ✓
• STUDENT COUNCIL MTG. RM 10: 3-4 P.M. ✓		• PARENT SIGNATURE CALENDAR (FRI) ✓		
• SOCCER PRACTICE 4-6 ✓		• SCIENCE FAIR GRD MTG. LIB 3-4 ✓	• SOCCER PRACTICE 4-6 ✓	
		• MEET AND TALK - 4AM ✓		

Handwritten note:
 Done!
 Good work!
 Proud of you!
 Mom

Daws, T., & Schiro, P. (2012). AVID Tutorial Guide. San Diego, CA: AVID Press.



Time Log

My Week from _____ to _____

Name: _____ Grade: _____

Date: _____ Period: _____

Directions: Use the table below to log your activities hour by hour for the next week. Update the log during the day, at the end of the day, or the following morning. Keep this neat because you will be using it in class later.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
6:00							
7:00							
8:00							
9:00							
10:00							
11:00							
12:00							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							
8:00							
9:00							
10:00							

Try to use codes to fill in your boxes.

For example: **HW** = homework; **C** = in class; **P** = talking or texting on the phone; **TV** = watching television; **I** = browsing the Internet.

Solomon, B., Bugno, T., Kelly, M., Risi, R., Serret-Lopez, C., & Sundly, J. (2011). *The Student Success Path*. San Diego, CA: AVID Press.

Time Log Reflection

Directions: Answer the following questions once you have finished your Time Log.

- What was the total amount of time you spent watching TV during the week?
- On average, how much time was spent watching TV each day?
- How much time was spent doing volunteer work or community service?
- Did you spend time studying? How much?
- If you have a job, how many hours were spent working?
- Can you find any quiet time that you had during the week? Or time where you were alone and did some planning or reflective thinking?
- How much sleep did you get during the week? Total? Average per night?
- How much time was spent traveling from place to place in a car or bus?
- How much time were you not able to account for?
- During what time of day did you do most of your studying?
- Was there anything that you needed or wanted to do, but just couldn't find the time for?

Look at Your Plans

Once you have analyzed your week, you will be able to stick to a new schedule that you make out after you have categorized and prioritized your activities. You will have more control over your time.

Categorize

Make a list of the different activities that you spent time doing during the week. Once you have made this list, come up with some general categories for these activities. For example, baseball practice, running, biking, and playing basketball might all fall under the category of "Exercise," while reading, typing, and computer research could all be put under the category of "Schoolwork."

Prioritize

Once you have categorized your activities, look at your lists and circle those activities that you see as most important to you and your future. As you prioritize, think of your future and what you want to accomplish. If you plan to go to college, think about what you will need to do to make that happen. If you want to prepare for a particular type of career, such as being a police officer, a salesperson, or a politician, what do you need to do now and in the rest of your school years to achieve that goal? Will the activities you see as "high priority" have a positive or negative effect on your goals?

Reflect

Take some time to reflect on what you have learned in your Time Log. Be sure to answer the following questions in your entry: What have you discovered about your time? What do you like about your schedule? What do you need to change? Are you "on track" considering your goals?

Solomon, B., Bugno, T., Kelly, M., Risi, R., Serret-Lopez, C., & Sundly, J. (2011). *The Student Success Path*. San Diego, CA: AVID Press.

My Extracurricular Activities Log (1 of 2)

Name: _____

School Activities	Grade Level(s) for Each Activity: 9 10 11 12
Student Government (including title of office held) _____ _____	
Organizations (school, clubs, etc.) _____ _____	
Creative and Practical Arts (photo, band, journalism, choir, etc.) _____ _____	
Athletics _____ _____	
School Spirit (cheerleading, committee, etc.) _____ _____	
Academic Recognition (awards, honors, Science Fair, etc.) _____ _____	

Caine, N., Risi, R., Schiro, P., & Serret-Lopez, C. (2005). *AVID College and Careers*. San Diego, CA: AVID Press.

My Extracurricular Activities Log (2 of 2)

Name: _____

School Activities	Grade Level(s) for Each Activity: 9 10 11 12
Clubs and Organizations (theater, church groups, Boy Scouts, Girl Scouts, etc.) _____ _____	
Organized Sports _____ _____	
Volunteer Work _____ _____	
Awards, Honors, and Other Achievements _____ _____	
Special Talents (playing musical instrument, singing, dancing, photography, drawing, writing, etc.) _____ _____	
Work Experience (including job title, company supervisor, hours worked per week, and special skills required) _____ _____	

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