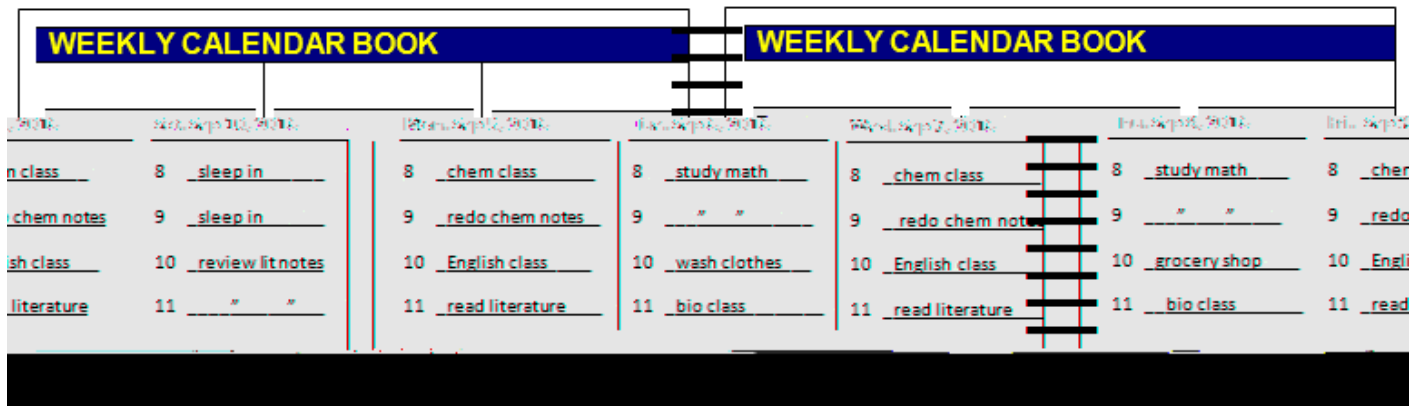


Here, *assignments* are recorded just as you would tasks on a real job after college. You may prefer to record assignments and due dates for a whole week instead of one day at a time.

One of the most effective, easy to use, and most popular method of tracking and completing college tasks involves the use of a weekly calendar.



1. Time schedules **restrict you – No way!** It Wbth restrict you - you control it 100%?
2. **I can't do what I need to do if I schedule everything.** *Absurd!* You decide what to include in your schedules & lists. A schedule contains only what YOU put there. It is a tool for keeping track of what you need to do