



ENCOURAGING SUCCESSFUL TIME MANAGEMENT FOR YOUR CHILD

Whether you are doing classes online or in school, starting a new school year during a pandemic is tough! Here are some simple strategies to organize your family and home.

SCHEDULE IN TIME FOR HEALTH AND WELLNESS

1. Add snack time and lunchtime, for kids and parents!
2. Schedule in breaks to your day for movement and mental breaks
3. Schedule "free time" for each family member to explore their own personal interests/hobbies or relax.

BE REALISTIC

1. Start your day with realistic goal setting
2. Write down 3 tasks you can accomplish in the day.

UTILIZE CALENDARS AND ALARMS

1. Find a calendar system that works for you.
2. Check online calendars (i.e. Google) to help organize multiple family member's schedules.
3. Use a whiteboard for monthly, weekly, and daily events.
4. Put deadlines into your phone calendar and create alarms to remind you.
5. Use timers and alarms throughout your day to help keep track of time spent on different projects or assignments.