

Instructions and Sample Schedules

Block Name or Theme
Time (e.g., 7-10 am)
List of appropriate tasks for that block based on time and energy levels

Here is how to complete each row of the tables on the following page. Feel free to add or subtract blocks.

Some example grad school block schedules are included below.

Example Routine A:

Morning Routine	High Energy/Focus Work Session	Meeting Session	Medium Energy Work Session	Evening	Night	Sleep
6:00 – 7:30 am	7:30 – 11:00 am	11:00 am – 1:00 pm	1:00 – 5:00 pm	5:00 – 8:00 pm	8:00 – 10:30 pm	10:30 pm – 6:00 am
Coffee Get ready Plan the day Emails	Work – coding, analysis, most difficult tasks	Meetings Lunch	Work – writing, analysis if needed	Exercise Shower Dinner “Easy” work – grading, figures, etc.	Cleaning Tv Reading	

Example Routine B:

Morning Routine	Experiment/Research Session	“School” Session	Evening	Night	Sleep
7:00 – 9:30 am	9:30 am – 2:00 pm	2:00 – 7:00 pm	7:00 – 9:00 pm	9:00 – 11 pm	11:00 pm – 7:00 am
Exercise Breakfast Commute	Set up/run shorter experiments Analyze data Literature research	Classes Homework	Dinner Shower Emails Plan the next day	Yoga Tv	

A Day Schedule:

A Day Schedule						

B Day Schedule:

B Day Schedule						

C Day Schedule:

C Day Schedule						