



## Storyboarding: The art of making it all fit

**Overview:** For this worksheet, you will be shown (a) how to make a storyboard for your week and (c) how to use a **five-item to-do list** to get the most out of each day.

If you elect to improve your scheduling, we will be asking you once a week for the next four weeks how it went if you did it (or what made it difficult if you did not). There is no right or wrong way to go about this, we just want to figure out what works for students and what does not.

### Scheduling worksheet:

#### Step #1: Download and make a storyboard.

If you have not already done so, you can download a weekly schedule by clicking [here](#) (the full URL is at the bottom of this page). Colour in each block of time (using crayons, marks, or drawing tools) with each of the following:

Weekly Storyboard: Download this worksheet and use it to plan your week. You can use it to plan your week or to plan your day. You can use it to plan your week or to plan your day. You can use it to plan your week or to plan your day.

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**Step #2:** Make a five-item to-do list at the beginning of each day (on a Post-it note, on a piece of paper or on your phone). Daily, 5-item post-it notes are rated by students as one of the most helpful study skills that they have ever used.

**Tip:** Start your day and write down five things that you think you can get done by the end of the day, and then cross them off as you go. Promise yourself that you will try to get things done before you relax for the day.

**Tip:** These will have to be small things, such as (a) read a chapter, (b) find, read and summarize five research articles for your research paper, or (c) make 40 flashcards for your course on biology. Get the idea. These have to fit in the time you have blocked.

**Keep in mind:** These small things will quickly start adding up.

**Don't worry:** If you don't get something done and it is really important, then you will put that at the top of the to-do list for the next day.

