



Learning how to prioritize your time can be difficult. In order to maximize the time you have,

For more information on time management and to develop a personalized plan, visit an [academic coach](#). All appointments are available in-person at the Student Success Center, located in the Library, or online. Adapted from *Seven Habits of Highly Effective People* by Stephen Covey, and the *Peer Academic Coaches Handbook* by the University of Texas-Austin.