STICK TO A ROUTINE

Keeping routine is an important skill in higher education: How do you deal with the freedom? How do you plan your time useful and efficient? How do you keep the routine in studying? ... A concrete and clear plan is therefore a must! With the **tips** and **tricks** below, we will help you getting started.



SCHEDULE YOUR LESSONS

- Check your timetable. If classes are canceled, use that time for tasks/papers/...
- Follow your schedule, don't postpone lessons even when a lesson recording is available. This way you won't run out of time later.



SCHEDULE MANDATORY ACTIONS

- Breakfast / lunch / dinner
- Commute time, household chores
- (Student)job



SCHEDULE MOMENTS FOR STUDYING

- Try to start your day at the same time.
 Know and respect your biorhythm: do not start studying at 7.30 am if you are an evening student
- Plan realistically.
 Consider for each course unit how much you can process in a certain time span.
- Make sure there is variation in your study activities.
 Alternate between in depth studying with making exercises.



SCHEDULE MOMENTS FOR RELAXATION

- Schedule breaks.
 - A short break after every hour and a longer break after, for example, three hours of study.
- Stay healthy and move.
 - Go for a walk in the open air, follow an online yoga session, clean your apartment, ...
- Maintain social contact.
 Grab a coffee after class, work out together,...



Tips & Tricks





Make arrangements with housemates. Align schedules so you can work together and take a break together. Create your schedule on paper, to make everything visually clear Share your schedule with family, friends and fellow students.							
				ou can al	ways use extra en	couragement during busy p	eriods.
				Set prio	rities		
		IMPORTANT	NOT IMPORTANT				
	URGENT	Do it now.	Do it at the end of the day.				
	NOT URGENT	Plan ahead and schedule a time to do it.	You can postpone it until a more calm moment.				
Take a loo	· · · · · · · · · · · · · · · · · · ·		st week and draw up your neve (eg Sunday evening).				
• •	our schedule	•					
lt is an und	ertain period in w	hich things can change qui	ckly. Schedule some hours of				