**Time Audit Reflection**

**Course:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **# of units** | **# of total hours** | **# of hours by week** | **# of in class hours by week** | **# of out of class hours by week** |
| *Sample: 3* | *102* | *7 hours per week* | *2.5 hours* | *4.5* |
|  |  |  |  |  |

**Reflection: *Given the hours that you found, what might need to change? Will you need more assignments? Fewer assignments? Shift the focus by designating more hours to certain content while reducing hours to other content?***

**Action Plan: *What changes do you plan to make? When will those changes be completed?***