



NAME: _____ COURSE / YEAR: _____ SEMESTER: _____

SKILLS / TASKS ▶	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	GOAL / STATUS
 LECTURE & CLASS NOTES Attend classes and take effective notes.	☐	☐	☐	☐	☐	☐	_____ ☐
 ASSIGNMENTS Complete and submit assignments on time.	☐	☐	☐	☐	☐	☐	_____ ☐
 READING & RESEARCH Read course material and do research.	☐	☐	☐	☐	☐	☐	_____ ☐
 EXAM PREPARATION Study and revise consistently.	☐	☐	☐	☐	☐	☐	_____ ☐
 PROJECTS Work on projects and meet deadlines.	☐	☐	☐	☐	☐	☐	_____ ☐
 PARTICIPATION Contribute in class discussions.	☐	☐	☐	☐	☐	☐	_____ ☐
 TIME MANAGEMENT Plan schedule and meet daily goals.	☐	☐	☐	☐	☐	☐	_____ ☐
 SELF CARE Take breaks, exercise and stay balanced.	☐	☐	☐	☐	☐	☐	_____ ☐

NOTES / NEXT STEPS

- _____
- _____
- _____
- _____
- _____
- _____



OVERALL PROGRESS

★ ★ ★ ★ ★

“Small progress each day adds up to big results.”

SEMESTER GOALS

 _____

- _____
- _____

PROGRESS SUMMARY ☐ On Track ☐ Making Progress ☐ Needs Improvement	REFLECTION What went well this week? _____ What can I improve next week? _____ 
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