

Weekly Study System Kit

Plan the week, review it, triage each night and close the day — five short routines that fit a real student week.

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E-it's

<https://e-its.pages.dev>

Weekly Study Grid

1) Shade fixed time (classes, work, commute, sleep). 2) Place only 2–4 deep blocks. 3) Give every block a finish line.

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Early							
Morning							
Midday							
Afternoon							
Evening							
Late							

Deep blocks this week (day · course · outcome)

If-then rules: missed deep block → ... · low energy → ... · surprise deadline → ...

Full guide: e-its.pages.dev/blog/weekly-study-schedule-that-sticks/

30-Minute Weekly Review

The planning session: decide what next week is for and put it on the calendar.

0-5 · Capture (no sorting)

- ☐ Due next week, half-finished readings, admin, personal tasks
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5-12 · Calendar truth

- ☐ Fixed commitments blocked
 - ☐ Two protected 60-90 minute deep blocks found
-

12-20 · Big three

- ☐ Three outcomes you can check on Friday
 - ☐ Rewrite vague ones ("revise chem" → "finish set 4, mark errors")
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20-25 · Desk + digital reset

- ☐ Only tomorrow's first-block materials on the desk
 - ☐ Tabs closed; one folder for the week
 - ☐ Study-hour notifications off
-

25-30 · Scripts

- ☐ Start ritual written (one line)
 - ☐ Shutdown cue written (one line)
-

Big three

- ☐ 1. _____
 - ☐ 2. _____
 - ☐ 3. _____
-

Friday Afternoon 10-Minute Close

Close loops, park the weekend, and leave Monday a clear first move.

A · Dump open loops (0-3 min)

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☐

B · Weekend must-do vs park (3-6 min)

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Tag each loop: W weekend must-do · P park · D done/drop

☐

Max two W items, each with a time: Sat / Sun __:__

C · Desk surface clear (6-8 min)

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Food and stray papers off; W items in one pile

☐

Laptop lid closed; no new tabs

D · Phone out of study mode (8-9 min)

☐

Focus/DND study profile off

☐

Phone parked away from the desk

E · Monday first action (9-10 min)

☐

Written as a first move: "open Ch. 7 PDF → annotate pp. 1-3"

Prioritise Homework Tonight

A 10-minute triage so you stop re-deciding and start the right thing.

1 · Dump (0-3 min)

- ☐ Everything due in 48 h, class unlocks, group pieces, blocking admin
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2 · Score (3-6 min)

- ☐ Due: H tonight · M 2-3 days · L later
 - ☐ Weight: H major/blocks others · M normal · L tiny
 - ☐ Energy fit: does it match how you feel now?
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3 · Lock 1-3 must-dos (6-8 min)

- ☐ Hard due tonight beats everything
 - ☐ Under 90 minutes? One must-do + one 10-minute admin item
 - ☐ Too big? Shrink the outcome to a finishable slice
 - ☐ Everything else parked with a next window
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4 · Stage + start (8-10 min)

- ☐ Only must-do #1 materials out
 - ☐ First physical action written; 25-50 min timer started
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Evening Shutdown Ritual

10-15 minutes to close today without losing tomorrow.

A · Capture open loops (0-4 min)

- ☐ Tasks and worries written, not solved
- ☐ Messages as one line ("reply to TA about lab")

B · Tomorrow's first task (4-8 min)

- ☐ First task as a visible outcome
- ☐ Its materials ready on the desk or desktop

C · Light clear + charging cue (8-12 min)

- ☐ Food, wrappers and stray papers away
- ☐ Unneeded tabs parked
- ☐ Phone charging away from the bed

D · Stop rule (12-15 min)

- ☐ Stop time kept — no new assignments after it
- ☐ Exceptions decided before the stop, not after

Exhausted? 5-minute mini

- ☐ Loops (2 min) + first task (2 min) + plug in phone (1 min)