

Weekly Study Checklist

A weekly study checklist that helps students plan, review and stay ahead across every subject.

Plan the week

- Review your planner for the week's classes and deadlines.
- List every assignment, quiz and exam coming up.
- Estimate how long each task will take.
- Block study time for each subject in your schedule.
- Prioritize by due date and difficulty.
Tackle high-stakes or hard tasks earlier in the week.

Review notes

- Reread each subject's notes from the past week.
- Rewrite or condense messy notes into summaries.
- Make flashcards or a study sheet for key terms.
- Highlight concepts you still find confusing.
- Connect new material to what you already know.

Practice and apply

- Quiz yourself with flashcards or practice questions.
- Work through example problems from each subject.
- Redo any questions you got wrong in class.
- Use active recall instead of just rereading.
Try to retrieve answers from memory before checking.
- Explain a tough concept aloud as if teaching it.

Catch up

- Finish any homework or readings you fell behind on.
- Review material from any classes you missed.
- Email a teacher or classmate about unclear topics.
- Spend extra time on your weakest subject.
- Organize loose handouts, files and notes.

Prep for next week

- Preview upcoming chapters or topics.
- Note any big projects or exams on the horizon.
- Gather materials you will need next week.
- Reset your planner and study schedule.
- Reflect on what worked and adjust your plan.