

How to Create a Semester Calendar

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What is a semester calendar?

- The “big picture” of class due dates and exams for your semester

Spring 2022							
WEEK	SUN	MON	TUES	WEDS	THURS	FRI	SAT
1	JANUARY 9	10 Classes Begin	11	12	13	14	15
2	16	17 MLK Holiday	18	19	20	21	22
3	23	24	25	26	27	28 Last day to Add & Drop Class w/refund	29
4	30	31	FEBRUARY 1 <i>Lunar New Year</i>	2	3	4	5
5	6	7	8	9	10	11	12
6	13 Super Bowl	14 Valentine's Day	15	16	17	18	19
7	20	21 Presidents' Day Holiday	22	23	24	25 Last day to Drop w/o a W and change P/NP	26
8	27	28	MARCH 1	2 Ash Wednesday FAFSA Priority Deadline	3	4	5
9	6	7	8	9	10	11	12
10	13 Spring Recess Begins	14 Daylight Savings Begins	15	16 Purim	17 St. Patrick's Day	18 Holi	19
11	20 Spring Recess Ends	21	22	23	24	25	26
12	27	28	29	30	31	APRIL 1	2 Ramadan Begins
13	3	4	5	6	7	8 Last day to Drop w/ a W	9
14	10	11	12	13	14	15 Passover Begins	16
15	17 Easter Sunday	18 Tax Day	19	20	21	22	23 Passover Ends; Festival of Books
16	24 Orthodox Easter; Festival of Books	25	26	27	28	29 Classes End	30 Study Days
17	MAY 1 Study Days	2 Study Days Eid al-Fitr	3 Study Days	4 Finals Begin	5	6	7
18	8 Mother's Day	9	10	11 Finals End	12	13 Commencement	14

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Semester Calendar as a Time Management Strategy

- Overview of assignments and exams
- Helps to plan ahead
- Easy to access or reference
- Time management tool
- Goal setting and prioritization
- Decrease academic stress and anxiety
- Improve problem solving abilities
- Build self-efficacy

(Seli & Dembo, 2020)

(Kader & Eissa, 2015)

How to build a semester calendar?

Use your Syllabi

1. Download the semester calendar from [our website](#)
 2. Gather & review syllabi
 3. Note important dates
 4. Mark these dates on the semester calendar
- Note: Add cues to differentiate classes (i.e. color-coding or using symbols)

WEEK	SUN	MON	TUES	WEDS	THURS	FRI	SAT
1	JANUARY 9	10 Classes Begin	11	12	13	14	15
2	16	17 MLK Holiday	18	19	20	21	22
3	23	24	25	26	27	28 Last day to Add & Drop Class w/refund	29
4	30	31 Quiz 1	FEBRUARY 1 Lunar New Year	2 Quiz 1	3	4	5
5	6	7	8	9	10 Assignment #1	11	12
6	13 Super Bowl	14 Valentine's Day	15	16	17	18	19
7	20	21 Presidents' Day Holiday	22	23 Essay	24	25 Last day to Drop w/o a W and change P/NP	26
8	27	28 Midterm	MARCH 1 Essay #1	2 Ash Wednesday FAFSA Priority Deadline	3	4	5
9	6 Dr. S. Appel	7	8	9	10	11	12
10	13 Spring Recess Begins	14 Daylight Savings Begins	15	16 Purim	17 St. Patrick's Day	18 Holy	19
11	20 Spring Recess Ends	21	22	23 Quiz 2	24	25 Quiz 2	26
12	27	28 Quiz 2	29	30	31	APRIL 1	2 Ramadan Begins
13	3	4	5	6	7 Assignment #2	8 Last day to Drop w/ a W	9
14	10	11	12	13 Essay 2	14	15 Passover Begins	16
15	17 Easter Sunday	18 Tax Day	19	20	21	22	23 Passover Ends Festival of Books
16	24 Orthodox Easter Festival of Books	25	26	27	28	29 Classes End	30 Study Days
17	MAY 1 Study Days	2 Study Days Eid al-Fitr	3 Study Days	4 Finals Begin Final Exam	5 Final Essay	6	7 Final Exam

Other Additions

- Personal, social or professional reminders
 - Birthdays
 - Travel
 - Appointments
 - Bills
 - Work projects
- Semester Calendar is an overview, not a detailed weekly plan

7	20	21 Presidents' Day Holiday	22	23 Essay
8	27	28 Midterm	MARCH 1 Essay #1	2 Ash Wednesday FAFSA Priority Deadline
9	6 R&S Appt	7	8	9
10	13 Spring Recess Begins	14 Daylight Savings Begins	15	16 Purim
11	20 Spring	21	22	23

Summary

- Overview of semester
- Quick reference
- A time management strategy
- Impacts planning
- Can impact stress and self-efficacy

References

- Kader, F.A., & Eissa, M.A. (2015). The Effectiveness of Time Management Strategies Instruction on Students' Academic Time Management and Academic Self Efficacy. *International Journal of Psycho-Educational Sciences*, 4(1), 43- 50
- Misra, R., & McKean, M. (2000). College Students' Academic Stress and Its Relation to Their Anxiety, Time Management, and Leisure Satisfaction. *American Journal of Health Studies*, 16, 41-51
- Seli, H. & Dembo, M. H. (2020). Chapter 6: Time Management. In *Motivation and learning strategies for college success: A focus on self-regulated learning (6th ed)*. New York: Routledge