

# Overwhelmed? Start here:

## A Real Student's Guide to Time That Doesn't Suck

### Why Are We All So Stressed Out?

Between school, sports, clubs, college apps, family responsibilities, and maybe even a job, your brain is juggling a lot. If your to-do list makes you want to crawl under the covers, you're not alone. Feeling overwhelmed is normal—but manageable. Time management isn't about being perfect; it's about balance, small steps, and giving yourself room to breathe. Let's break it down together.



### Reminder: You're Not Lazy; You're Just Human.

Procrastination often comes from fear or burnout, not laziness. Even five minutes of planning ahead can save you hours of stress later. The goal isn't perfection, it's progress.

# Your No-Fluff Toolkit for Actually Getting Stuff Done

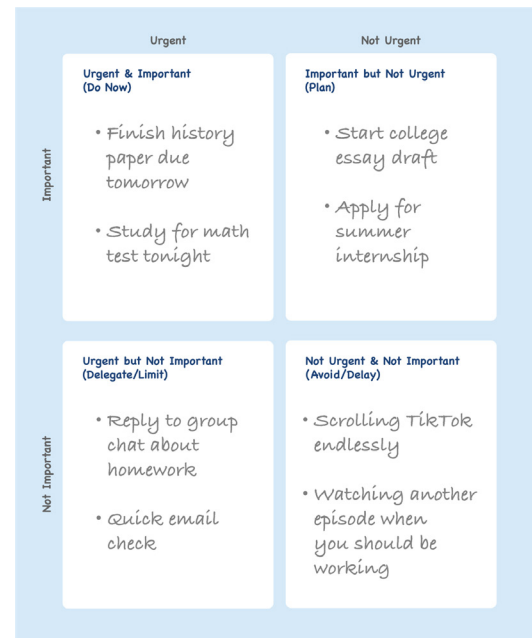
## Pick Your Planner Style:

Try paper, digital, or a mix of both—whatever feels natural. See some sample weekly and daily templates to help you get started below.



## Use the Eisenhower Matrix:

Not every task is urgent. Prioritize what actually matters now versus what can wait (see the cheat sheet included below).



## Break Big Tasks into Micro-Steps:

Large projects feel overwhelming, but smaller steps make them doable. For example, “write essay” becomes “choose topic → draft thesis → write intro.”

## Try Time-Blocking:

Look at your real schedule and block time for work, fun, and rest. Color-coding can make it both clear and motivating.

## App It Up (If You Like):

Use tools like Notion for planning, Forest for focused study time, or Google Calendar to keep everything in one place.

active minds

**YOUR VOICE  
IS YOUR POWER.**

This resource was created for the Your Voice is Your Power resource hub. A collection of mental health resources for youth and young adults who are looking to begin or grow as a mental health leader.