**Room Weekly Day/Time Planning Worksheet Semester/Year:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Hour** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** |
| **0730** |  |  |  |  |  |  |
| **0800** |  |  |  |  |  |  |
| **0830** |  |  |  |  |  |  |
| **0900** |  |  |  |  |  |  |
| **0930** |  |  |  |  |  |  |
| **1000** |  |  |  |  |  |  |
| **1030** |  |  |  |  |  |  |
| **1100** |  |  |  |  |  |  |
| **1130** |  |  |  |  |  |  |
| **1200** |  |  |  |  |  |  |
| **1230** |  |  |  |  |  |  |
| **0100** |  |  |  |  |  |  |
| **0130** |  |  |  |  |  |  |
| **0200** |  |  |  |  |  |  |
| **0230** |  |  |  |  |  |  |
| **0300** |  |  |  |  |  |  |
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| **0900** |  |  |  |  |  |  |
| **0930** |  |  |  |  |  |  |
| **1000** |  |  |  |  |  |  |

**Department:**

**Building/Room # :**

**Room Cap:**

**For the Day/Time Allocated To Your Dept. (Grey Out the Excess Days/Times)**