



4 tips

for becoming a
school diary MASTER



Recognize important items to note

e.g. homework, assignments, exams, catch-up and homework help



Use **color** codes

to find my way more easily and attract my attention



Check or cross out tasks when completed



Detach page corners for days that have passed



Prioritize the steps

that are the most important or require the most time and effort



Why use a diary?



To remember what I need to do
and **avoid the stress** of forgetting!