- 1. Write the date, day of the week and type of day (school, work, off, weekend, etc)
- 2. Put the letter "C" in the box when you have coffee, cola or tea. Put "M" in when you take any medicine. Put "A" in when you drink alcohol. Put an "N" in if you smoke. Put an "E" when you exercise.
- 3. Put a "B" next to the time you went to bed.
- Try to guess about when you fell asleep, begin shading the boxes with that time.
 Shade all the boxes that show when you are asleep at night or when you took a nap during the day.
- 6. Leave boxes un- shaded to show when you wake up at night and when you are awake during the day.

Ex. On Monday I had class at 8am. I got up at 7:00 and had a coffee. After class I went to the gym for an hour. I took medication at noon. I had a drink at 9. I went to bed at 12:30. I woke up at 2 and did not fall back asleep until 3.

Week	Today's	Day of the	Type of													PM												
	Date	Week	day	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	
	Example	Mon.	School	В							С		E			М									Α			
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Week	Today's	Day of the	Type of		AM											PM												
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