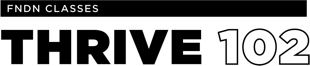
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**FNDN 102 | One Week Sleep and Leisure Time Tracker and Analysis**

***About sleep***According to the Centers for Disease Control and Prevention (CDC), 1 in 3 adults do not get their recommended hours of sleep each night. To promote optimal health and well-being, the American Academy of Sleep Medicine and Sleep Research Society recommends that adults should regularly sleep for at least seven hours per night. Sleeping less than seven hours per night on a regular basis is associated with adverse health outcomes, including weight gain and obesity, diabetes, hypertension, heart disease and stroke, depression, and increased risk of death. Sleeping less than 7 hours per night is also associated with impaired immune function, increased pain, impaired performance, greater risk of accidents and lower academic performance in college.

***About leisure***Many people take leisure/recreation time for granted and often are oblivious to the amount of time they spend in non-subsistence activities. They experience a feeling of “time scarcity” and wonder where time goes and why; they can feel as though they have little or no time for leisure. People can be genuinely unaware of how much leisure they have in their lives, particularly if they do not include non-traditional leisure and recreation experiences when they think about their leisure time. Leisure can often have a dramatic impact on our life and use of time. This assignment’s objective is to measure your leisure time expenditures and identify the types of leisure/recreation activities you engage in during this time. Completing the time budget sheets or spreadsheet is one way to gain a better understanding your personal use of leisure time.

**INSTRUCTIONS**

The assignment is comprised of three components:

1. Time tracking for 24 hours/day for seven days (more details below) with a focus in two main areas: *leisure time* and *sleep*.
2. Calculating your daily and weekly totals using either the fillable spreadsheet tracking option or the sheets provided below. Note: if the daily logs are completed properly in the spreadsheet, the weekly report auto-fills in the final WEEKLY TOTALS tab for your convenience.
3. Personal reflection paper (3 pgs) that responds to the following guided questions outlined below.

**A) Time Tracking**

* 1. **Sleep tracking**

For one week track your sleeping time and sleep hygiene either on the sheet provided (see *Sleep Tracker sheet* below) or the Time-Sleep-Leisure-Tracker-spreadsheet. The night sleeping pattern should be recorded for the morning of the next day e.g. Record Monday’s sleep as if it started the Sunday night before (usually ☺). If you have questions, ask your instructor for clarification.

* 1. **Total Time Tracking** (includes sleep *and* wake time; we’ll explain)

**Total time** - Track *total* time using the fillable spreadsheet in the assignment dropbox in Moodle OR the seven daily total time tracker sheets below (titled *Daily Total Time Tracker Sheet)*. You can choose which to use.

The daily sheets or spreadsheet should be completed for seven days. For each day, your primary activities should be recorded in your own words as precisely as possible. This record should be kept for all 24 hours each day (except if you believe that recording some activity would be an invasion of your privacy, feel free to re-categorize or leave blank certain time periods). If you leave records blank be sure to record that it is for*“privacy reasons”.*

* + - * 1. Fill out your daily time tracker, preferably just before going to sleep. To simplify the calculation of time spent, round your time intervals to blocks of fifteen minutes.
        2. We strongly recommend you do this daily. Do not rely on your ability to recall events a day or two afterwards.
        3. Divide your time into the following classifications (existence, subsistence or leisure) and then break down your leisure activities into five categories (see below for more details).

*NOTE: If you find it hard to place an activity in any one of the following categories (meaning you are multi-tasking), either record both activities (e.g., listening to music and doing homework) OR list the category that most accurately reflects your activity.*

* + 1. ***Existence activities*** (sleeping, eating, personal hygiene)
    2. ***Subsistence activities*** (work, school, chores, Spartan training, etc.)
    3. ***Leisure*** (free time or activities of choice**).** Classify each of your leisure activities into five categories (the fillable spreadsheet has dropdowns to make this easier):
       - 1. **Social**

*Individual*: time spent alone

*Intimate*: time spent with one other person

*Social*: time spent with a group of people

* + - * 1. **Environment**

1. *Digital* environment: time spent with some digital information as the primary attentional focus *e.g. watching TV*
2. *Non-digital* environment: no digital information was the primary focus during this activity, *e.g. face to face conversations*
3. *Natural environment*- time spent in an environment or landscape that had very limited human intervention *e.g. Hiking*
   * + - 1. **Energy**

*Passive*: time spent with very little physical effort *e.g. looking at social media*

*Minimally Active*: physically active but at a relatively low intensity, *e.g. shopping*

*Very Active*: Large, whole body movements at a high intensity, *e.g. playing soccer*

* + - * 1. **Engagement**

*Inattentive*: not requiring significant cognitive focus, *e.g. listening to music*

*Attentive*: requires significant cognitive focus, *e.g. memorizing information*

*Flow*: creative time spent building, moving, innovating or altering something to make an original work *e.g. painting or playing video games (unaware of time)*

* + - * 1. **Purpose**

*Hedonic*: time spent in activities that are primarily pleasurable, *e.g. watching movie*

*Mastery*: time spent on accomplishing a task that has a personal long term benefit to you *e.g. running a marathon*

*Existential*: activities that provide a sense of ultimate purpose or meaning *e.g. volunteering, religious rituals, career advancement*

**B ) Weekly Total Time Tabulation**

1. **If you used the fillable spreadsheet your weekly totals for *existence*, *subsistence* and *leisure categories* will auto-tabulate in the Weekly Totals tab.**
2. **If you opted to use the** Daily Total Time Tracker Sheet, *first* calculate the totals for existence, subsistence and leisure in the *Weekly Total Time Tracker Sheet* (see sample below). *Then* proceed to calculate the totals for the week in the three sub-categories of five leisure categories. Remember that each of the five categories of leisure should equal 100% of the total leisure.

**C. Personal reflection paper**

Using the data you have collected regarding both sleep and total time (including leisure) analyse and reflect on your experience in three pages by answering the following questions (one new paragraph per question):

**Page 1 / Sleep Reflection** Reflect on your sleeping patterns for this week and answer the following questions in one page (make sure to create a new paragraph for each response):

1. Was this a typical week of sleep for you? Explain.
2. What patterns of sleep hygiene did you see in this week? Any personal insights to be gained?

*e.g. Average night time sleep, bed time consistency, night time routines, or napping patterns*

1. Are these patterns meeting your needs for rest and recovery that allow you to meet your other life goals? Explain.

*e.g. Don’t fall asleep in class which helps achieve academic goals*

1. What would you change about your sleeping patterns that would contribute to your overall flourishing? Explain.

**Pages 2 & 3/ Leisure Reflection** Reflect on your *total* time for this week and answer the following questions in two pages (make sure to create a new paragraph for each response):

1. *Compare your percentages of time*: Subsistence, Existence and Leisure, with brief and general explanations for the patterns recorded. What do you notice?
2. *Compare your time in each of the leisure categories*: Social, Digital, Energy/Engagement, Purpose. What was the largest and smallest subcategory of leisure (use numbers)? Is this what you expected or were you surprised by quantities or ratios with other categories?
3. What patterns do you notice in your leisure? What are the factors that influence these patterns? Do any of these patterns influence perceptions of your sense of; self, health, time, social environment or spirituality? How so?
4. What messages are here for you? What are you particularly proud, pleased, or content about? What are you disappointed (sad, frustrated, angry, confused) about? Why?
5. What goals might you consider in order to enhance your leisure lifestyle? What makes these goals important? If you prefer to set no goals, what is your rationale?

**Sleep Tracker sheet**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Time you went to bed |  |  |  |  |  |  |  |
| Time you woke up |  |  |  |  |  |  |  |
| Quality of Sleep (1-10)  1=very poor  10=excellent |  |  |  |  |  |  |  |
| Any sleep interruptions |  |  |  |  |  |  |  |
| Naps that day. Record duration |  |  |  |  |  |  |  |
| What was your mood like on the following day |  |  |  |  |  |  |  |
| How much water, caffeine, or alcohol did you drink that day. (In liters) |  |  |  |  |  |  |  |

**Daily Total Time Tracker Sheet**

This sample daily sheet (to use this yourself, copy and paste into your own document and delete the sample data).*If you use the spreadsheet, you can just submit the completed spreadsheet. You do not need to use the forms below.*

**DATE** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ACTIVITY | Subsistence | Existence | Leisure  A)Social (1.2.3)  B) Environment (1.2.3)  C) Energy (1.2.3)  D) Engagement (1.2.3)  E)Purpose (1.2.3) | TIME |
| Ate breakfast |  | X |  | 8:00-8:30am |
| Did homework | X |  |  | 8:30-10:00am |
| Watched football |  |  | A3  B1  C1  D2  E1 | 10:00-3:00pm |

**Weekly Total Time Tabulation sheet**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity |  |  | Total Time | Percentage of time |
| 1. Existence –  Sleep, eat, hygiene, etc.. |  |  |  |  |
| 2.Subsistence- Work,school, chores, etc.. |  |  |  |  |
| 3. Leisure- |  |  |  |  |
|  | A. Social |  |  | Out of 100% |
|  |  | 1.Individual |  |  |
|  |  | 2.Intimate |  |  |
|  |  | 3.Social |  |  |
|  | B. Environment |  |  | Out of 100% |
|  |  | 1. Digital |  |  |
|  |  | 2. Non Digital |  |  |
|  |  | 3. Natural |  |  |
|  | C. Energy |  |  | Out of 100% |
|  |  | 1.Passive |  |  |
|  |  | 2.Minimally Active |  |  |
|  |  | 3.Very Active |  |  |
|  | D Engagement |  |  | Out of 100% |
|  |  | 1. Inattentive |  |  |
|  |  | 2. Attentive |  |  |
|  |  | 3. Flow |  |  |
|  | E. Purpose |  |  | Out of 100% |
|  |  | 1.Hedonic |  |  |
|  |  | 2.Mastery |  |  |
|  |  | 3. Existential |  |  |
|  |  |  |  |  |

**Marking Rubric**

|  |  |  |  |
| --- | --- | --- | --- |
| **Section** | **Requirements** | Total  Score | **Student**  **Score** |
| **1. Title Page** | Everything typed, proper font type and size, spelling, grammar, proper paragraphs, overall look & formatting. Student uses the exact template provided on Moodle and one paragraph each for reflective questions | 10 |  |
| **2. Time Trackers** |  |  |  |
| a) Sleep – log sheet | Track the your sleep patterns on sheet provided / Completeness | 10 |  |
| b) Daily record | All daily activities recorded | 10 |  |
| c) Weekly Tabulations | Existence totals (2)  Subsistence totals (2)  *Leisure totals* (6)  1. Social  2. Environment  3. Energy  4. Engagement  5. Purpose | 10 |  |
| **3. Reflections**  **(3 pages min**) | Quality of reflection with paragraphs for each question  *Sleep* (1 page)   * Typical week * Patterns of sleep hygiene * Meeting your needs for rest and recovery * Changes about your sleeping patterns that would contribute to your overall flourishing   *Leisure* (2 pages)   * Compare * Patterns * Conclusions * Modifications | 60 |  |
|  |  |  |  |
| **Late:** (-10% per day) | Was the assignment handed in on time? Yes/No |  |  |
|  | **Total** | 100 | 100 |