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The 48-Hour Coursework Reset

When several assignments are due together, decide what must happen first and what needs a reply today.

01 Check the course pages for the exact deadline, time zone, and submission instructions.

02 Look for the task that affects other work, such as an approval you need or a file a classmate is waiting for.

03 Choose one finishable action for the next study block. Contact the relevant person early if a rule or deadline needs clarification.

> Hypothetical: A report is due tomorrow and needs the lab data. Ask the lab partner for the authorized data today, then use the next block to outline the sections you can finish.

Closest deadline and what counts as submitted

What could stop me, and who can answer?

First action and the time I'll do it

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