

TIME MANAGEMENT

Time key scarce resource, every nanosecond matters

Time is life, use or lose;

Time management is life management;

Unforgiving minute

Watch, record, review

Use or noose

Get distracted.

Some ignore, some admire, some observe and some research.

Initial concerns, views, questions, thoughts, offerings, exchanges

Let us reflect on our and other experiences – hopefully will lead to discoveries.

Where I am and where I can be

And how to get there;

Surplus of satisfaction .

It is

Management by choice, by completion,

It is like the

25000 dollar formula

Where it goes and how it goes.

Time and energy should be considered together.

Consider peaks and valleys.

Planning takes time but it saves/conserves time;

First things first.

Flexibility yes but budgeted.

Plan, record and review and revise.

You can save upto a month in a year.

Consider the saving and comfort factor

And distractions;

Is this work necessary, if so, should I do it,

If so, in some other way.

Delegation is an art in itself

Time management is a behaviour’;

Beliefs influence behaviour;

Beliefs are based on experience etc.