

TEACHING TIME MANAGEMENT TO TODAY'S STUDENTS

Dr. Lea Beth Lewis

Assistant Director

The University Learning Center

Adapted from a presentation by Dr. Constance Staley, University of Colorado, Colorado Springs

Gandhi once said, “There is more to life than increasing its speed.”



Today, the pace of life seems to be accelerating at an exponential rate, and college students wear many different hats. Increasingly, their lives are complicated, and they often perceive that time management is next to impossible. It's too easy to give in to an abundance of distractions, electronic or otherwise.



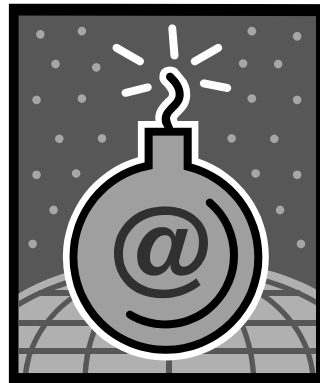
What are your
time
management
issues?

College is different.





We might need to think about time differently.



If I only had more time...



TIME MANAGEMENT, PROCRASTINATION and STRESS

“This constant, unproductive preoccupation with all things we have to do is the single largest consumer of time and energy.” --
Kerry Gleeson

“There is usually an inverse proportion between how much something is on your mind and how much it’s getting done.” --
David Allen

“Anxiety is caused by a lack of control, organization, preparation, and action.” --*David Kekich*



Time management skills may be the most important key to success for our students.

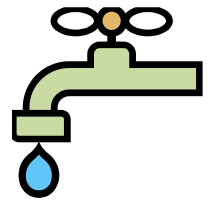


Self-management tools



Virginia Satir said “I think that learning about and using time is a very complicated kind of learning. Many adults still have difficulty with it.”

In the On Course text used for Career and Life Planning (Section 1), Dr. Skip Downing suggests creating a ‘leak-proof’ self management system.



Dr. Staley suggests that we ‘learn to go with the flow’. That’s difficult, and challenging, and will require vigilance on our part.



“Telling someone who procrastinates to buy a weekly planner is like telling someone with chronic depression to just cheer up.”

-Dr. Joseph R. Ferrari
www.unstuck.com



What are some time management strategies that have worked for you?

This is called a 'hand up stand up'.

Stand up, with your hand up in the air and look around for someone you DON'T know who has their hand up. Walk up to that person, touch hands, and introduce yourself.

In two minutes each person (I'll ring the chime to switch) tell your favorite 'time management' strategy or activity to your partner.

Any questions?

Go!

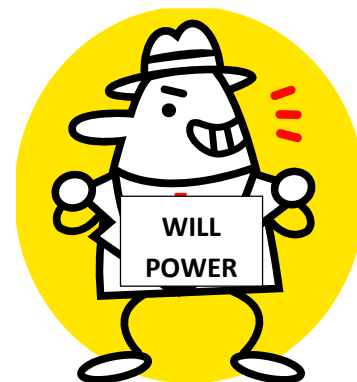
Multitasking: Breaking a connection

This is your brain on multitasking!



- When you break a connection, it takes time to rebuild
- Multitasking causes a brownout in your brain
- Multitasking is addictive
- The more you multitask, the less able you are to focus
- Some research says multitasking causes a 10 point drop in IQ

Let's find him!



1. Things you think you can't control but you can:

Killer B's

2. Things you think you can't control and you can't:

Gma's illness

3. Things you think you can control but you can't:

Someone else

4. Things you think you can control but you don't:

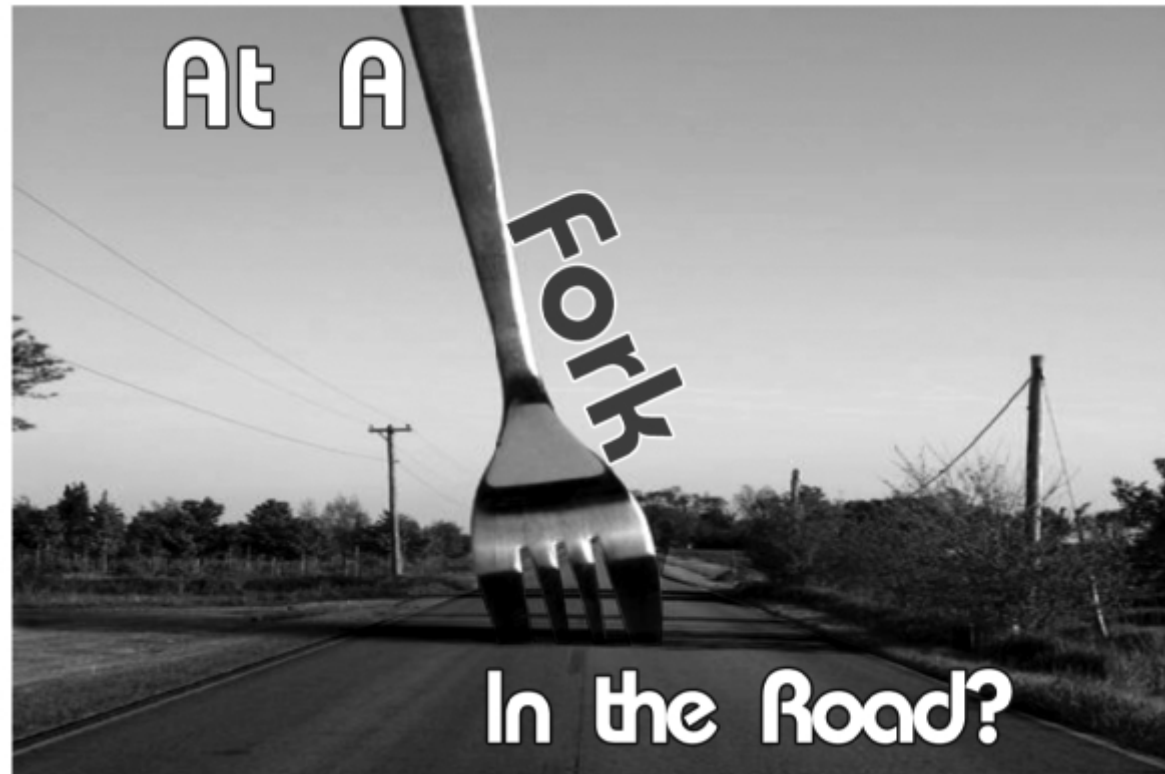
Your e-devices

5. Things you think you can control and you can:

Your e-devices

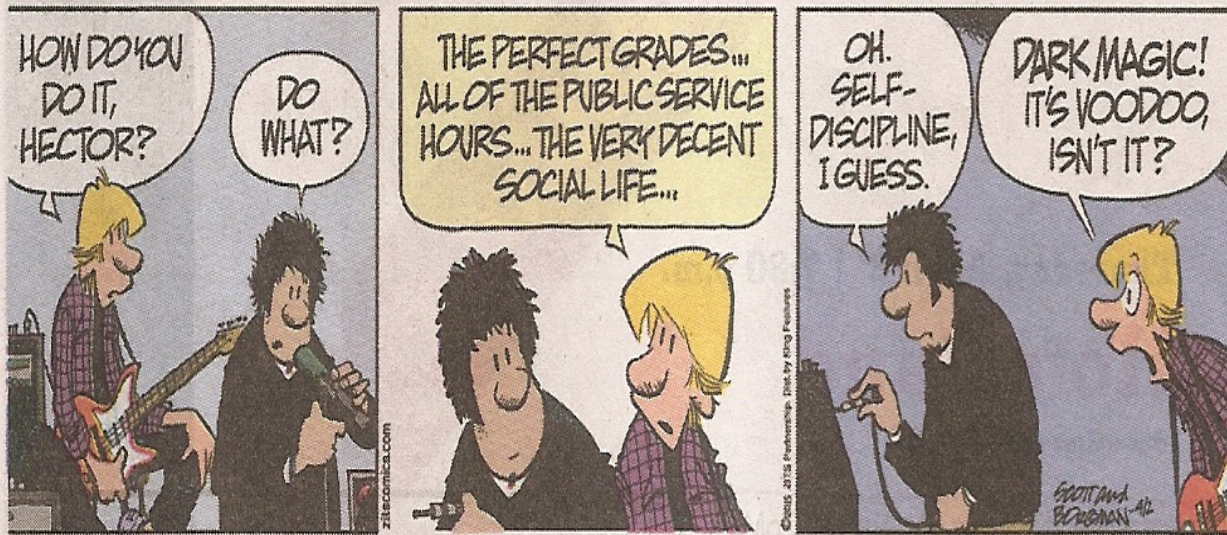


Forks in the Road



What is it?

ZITS By Jerry Scott & Jim Borgman



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model, example, pattern, mean someone or something set before one for guidance or imitation. model applies to something taken or proposed as worthy of imitation. example applies to a person to be imitated or in some contexts on no account to be imitated but to be regarded as a warning <children tend to follow the *example* of their parents>.

