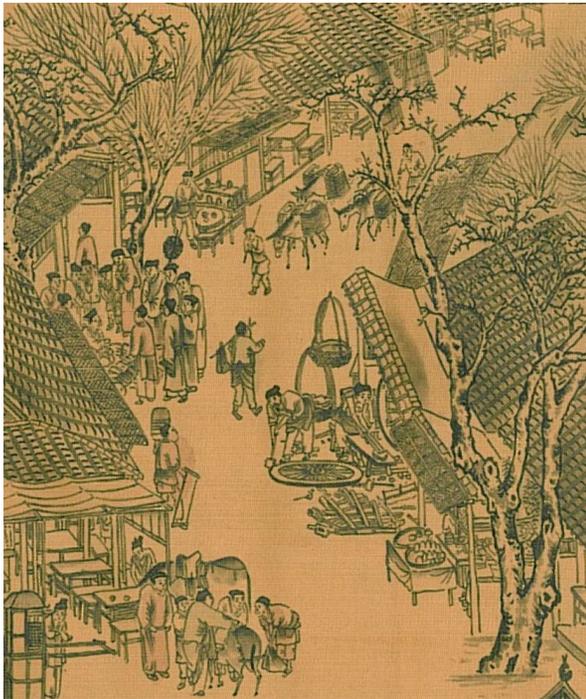


## Managing Time

Bil Keane said, “Yesterday’s the past, tomorrow’s the future, but today is a gift. That’s why it’s called the present.”

1. What are your biggest complaints with “time?”
2. Managing our time has to do with priorities. What are some of your biggest priorities, the absolutes of each day? What gives you satisfaction or disappointment at the end of the day?
3. There are many ways the English language uses the word “time.” Read the following idioms. Give an example of the situations when you would use these idioms.
  - a. hard time- “Please don’t give me a hard time.”
  - b. all the time in the world- “They seemed to have all the time in the world.”
  - c. big time- “I finally reached the big time.”
4. Do you think the painting by Zhang Zeduan has anything to do with the idea of time and productivity? If you were painting something on the subject of time, what would you paint? What would your message be?

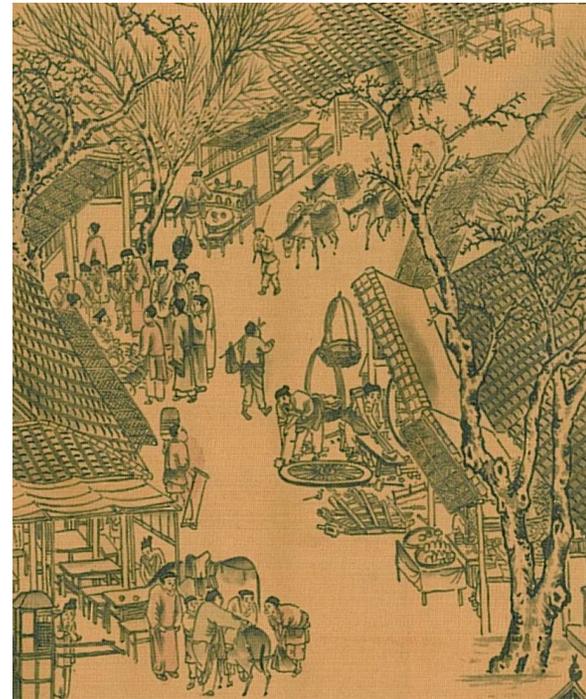


Zhang Zeduan. Part of the Qingming Scroll c. 12th century. 25.5 x 525 cm. National Palace Museum, Beijing

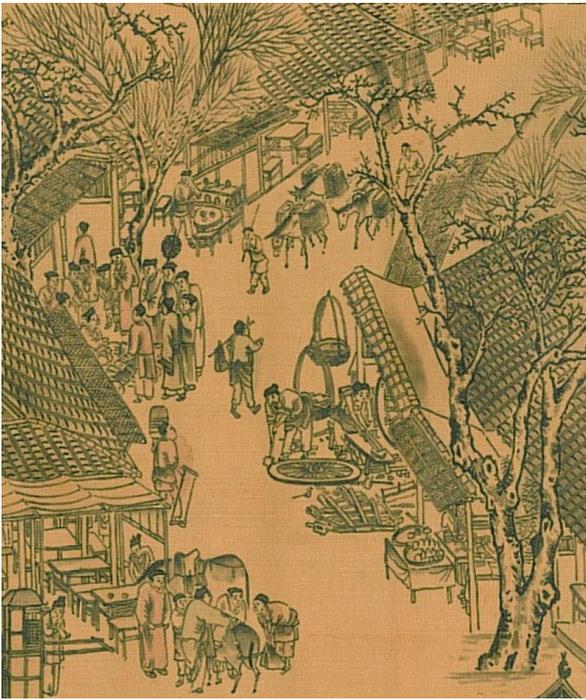
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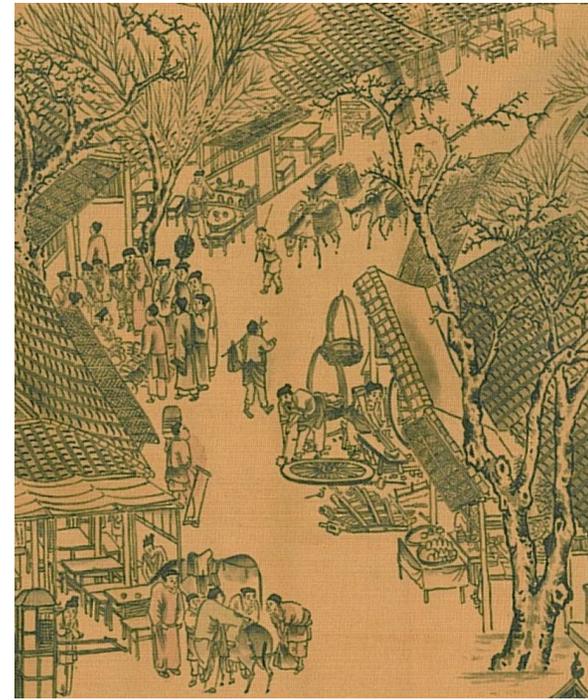
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