

TIME

Is time a stream we fish in?

Is time our friend, our enemy, or an earthly illusion?

Time cannot be managed. Time goes by slowly when we are doing something we dislike, and it races when we are doing something we enjoy. Time passes at different speeds for us at different times.

Some people refer to time shifting. Some people report experiences of arriving at a destination in less time than it takes to get there. Time, at times, is a mystery to us.

Lately, at least for me, time seems to be flying. The seasons change so fast, the week disappears quickly. Time passing quickly is also an effect of being busy and occupied.

We can't manage time. It exists and continues with or without us. Time marches on. We can manage ourselves. We can schedule what we do and when. We can make a list and follow the list.

Time is our greatest asset and we all have the same amount each day. We are all equal when it comes to time. The difference is in how we use our time.

If you want a better handle on your time make a chart of each waking hour divided in four. Then, every 15 minutes record what you are doing or did. For most of us we will be surprised at how much time we did not appear to be doing much. The chart will help us to see where we do have productive time we are not using.

If we don't have a schedule or a plan as to what we want to accomplish, we automatically drift with the time and whatever is in our vision at the moment. We might spend an extra five or fifteen minutes on the telephone. We might linger over casual conversation at the water cooler. Work expands to fill the time available. It is the same for all of us.

You will find your productivity increased if you have a plan, have a schedule, and you focus on and follow it. Not only will you get more done and accomplished, you will feel better about yourself.

We feel time pressure when we have things to do we have not done. Looking at a long list of things is discouraging. Scheduling them for different days, in bite size segments, and then doing them when scheduled, makes us feel great. We can use time as our friends to get the list done. We'll feel great.

Time helps us to plan, to schedule, and to accomplish. Rather than watch time pass us by, let's use it to accomplish those things we need to do and want to do.

Time is not a problem, and the problem is not a lack of time. It's all in our use of time. Use time as a tool to help you schedule and organize. Time is your friend. It's time. The time is NOW.