



SI-41

DPB #5: Time Limits

DPB stands for **Daily Performance Builder**. These are questions designed to promote incremental development and mastery of any job. They are used by high-performance people who possess the passion and commitment to do their best and accomplish the most in any situation for which they have responsibility for the outcome.

DPB number five hears the clock ticking and ratchets up the awareness of affirming its value. The question is, **“What is the best and most valuable use of my time right now?”**

The idea is to start work or teaching by first thinking in a minute-by-minute time frame and determining how can you make each of them count.

I can't prove it with statistics, but it seems axiomatic, being as wired as we are to modern communication channels, that during each hour interruptions occur more often than ever. Interruptions may be internal or external. External ones can be controlled more easily than internal ones.

If you have ever tried to meditate, you have observed that we live in a literal Niagara of random thoughts streaming through our consciousness. Each one is hyperlinked to another and another. Attempting to confine and limit one's thinking path takes substantial effort and will power.

Even so, high-performance individuals are profoundly aware of the value of time. Money can be replaced, created, found, and earned. Contrasted with time that can be used once and then it's gone. To realize success, we must discipline ourselves to use the minutes available wisely and effectively. If

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we don't know what the highest use of our minutes are, there are millions of individuals and groups who are all too eager to capture our attention and use our minutes for their own purposes.

With diligence, you can cause each class-minute to be well used. And, with good time leadership you can help your students appreciate, value, and direct their minutes toward the learning that will change their lives for the better. Excellent time leadership and management are required to fight disruptions and focus on the teaching task at hand. Accepting the value of time and the necessity for its effective use is required to teach for success.

*~John H, (Jack) Shrawder, Exec. Director
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