

INTERNATIONAL BIBLE LESSONS  
PROGRAM #44 November 5-8, 2015  
Radio Worksheet

TIME MANAGEMENT

*Answer the following statement as TRUE or FALSE. Then correct the false statements to make them True.*

1. Very few Christians have trouble managing their time. \_\_\_\_\_
2. 'Time' is the passing of life or the duration in which things happen. \_\_\_\_\_
3. When we lose time, we can always get it back. \_\_\_\_\_
4. It is more important how busy we are than what we accomplish. \_\_\_\_\_
5. The Bible doesn't talk about time at all. \_\_\_\_\_
6. Technology (computer, smart phone, etc) can become a time waster in our lives. \_\_\_\_\_
7. Other time wasters may be idle conversation, hobbies, and disorganization. \_\_\_\_\_
8. One enemy of good time management is good planning. \_\_\_\_\_
9. Being able to say 'NO' to requests is a feature of good time management. \_\_\_\_\_
10. There is such a thing as having too many meetings. \_\_\_\_\_
11. Trying to be perfect in everything we do is a good quality of time management. \_\_\_\_\_
12. Just doing things as you think of them is a good principle of time management. \_\_\_\_\_
13. A lot of people find using a 'To Do' list very helpful in managing time and getting things done.  
\_\_\_\_\_
14. Sometimes the most important things don't have a due date. \_\_\_\_\_
15. Your schedule will reflect what is important to you and who you are. \_\_\_\_\_
16. We need to make time in our schedule to help everyone who comes to us. \_\_\_\_\_
17. It is always best to do things at the last minute. \_\_\_\_\_
18. Interruptions are a sign of poor planning and need to be ignored. \_\_\_\_\_

19. We should plan our schedule so we are busy all the time. \_\_\_\_\_

20. Resting is laziness. \_\_\_\_\_

21. Being well prepared to teach our lesson is part of good time management. \_\_\_\_\_

22. It doesn't matter how much of the lesson we get in before the time is up. \_\_\_\_\_

23. IBL lessons will help you to organize your teaching time. \_\_\_\_\_

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