

## “Transform Your Time Management”

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*“Teach us to number our days aright, that we may gain a heart of wisdom.” Ps. 90:12*

“Dost thou love life? Then do not squander time for it is the stuff that life is made of.”

-- Sir Walter Scott

Which most resembles you?

- A time waster
- A procrastinator
- Right thing at the wrong time
- A good time manager

I am a good time manager if I:

1. Recognize time is a gift from God.

*But I trust in you, O Lord; I say, “You are my God,” My times are in your hands...” Ps. 31:14-15*

- We each have a finite, unspecified amount of time.
- Time used for God’s purposes pleases Him.
- We are accountable to God for how we spend what He has given us.

Transformation step: Live each day thankful to God for the gift of another 24 hours.

2. Make the most of every opportunity.

*“Be careful, then, how you live – not as unwise but as wise, making the most of every opportunity, because the days are evil.” Eph. 5:15*

Ask yourself these 5 questions before committing your time:

1. How important is it?
2. Is this the right time for this?
3. How much time will it require?
4. How much time do I have?
5. What will I have to give up in order to do it?

Transformation step: I will look for opportunities to invest my time wisely.

### 3. Strive for balance

*“There is a time for everything, and a season for every activity under heaven.... He has made everything beautiful in its time.” Ecc. 3:1, 11*

- Work vs Rest
- Planning vs Trusting
- Schedule vs Relationships
- Discipline vs Flexibility

Transformation step: I will evaluate my time and strive for a godly, well-rounded life.

*“The world and its desires pass away but the one who does the will of the Father lives forever.” 1 John 2:17*