

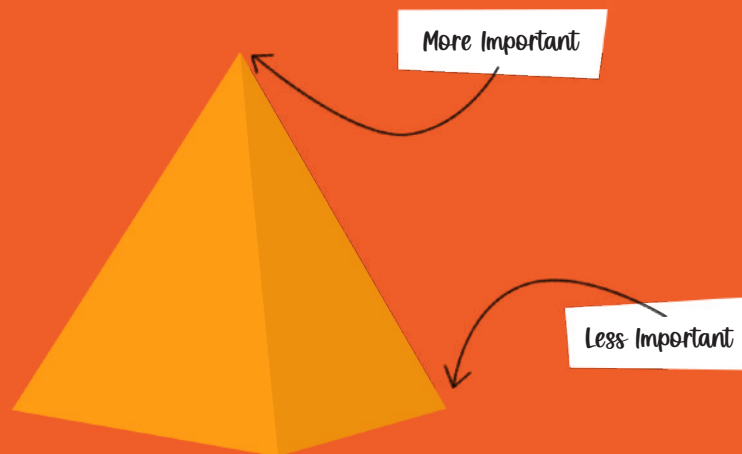
TASK: ORGANISING TIME

DO YOU SOMETIMES THINK ABOUT ALL THE THINGS YOU HAVE IN YOUR HEAD YOU DON'T KNOW WHERE TO START OR WHERE TO TURN TO? IF YOU DO, THEN YOU'RE SIMILAR TO SEREN, AND I THINK THAT WITH A BIT OF HELP WE COULD ORGANISE THOSE THOUGHTS.

WHAT KIND OF THINGS GO THROUGH YOUR MIND DURING THE DAY? THESE ARE SOME OF THE THINGS THAT WENT THROUGH SEREN'S HEAD. I WONDER WOULD YOUR LIST BE SIMILAR?

1. GO TO DAD'S NEW MENU LAUNCH
2. GO AND SEE THE NEW HOUSE WITH MUM AND BOB
3. REVISE FOR THE MATHS TEST
4. DO A WELSH PROJECT
5. FINISH ENGLISH HOMEWORK
6. GO SWIMMING WITH MIA
7. WORK IN THE RESTAURANT

IT'S HARD TO ORGANISE YOUR THOUGHTS WHEN THERE ARE SO MANY OF THEM SWIMMING AROUND YOUR HEAD! WHAT IF WE START ORGANISING THE MOST IMPORTANT ONES? HOW ABOUT WE CREATE A PRIORITY PYRAMID LIKE THIS ONE?



ORGANISE YOUR LIST OF THOUGHTS BY PRIORITISING THE IMPORTANT ONES FIRST, WHICH ONES ARE IMPORTANT TO COMPLETE FIRST? CONSIDER HOW MUCH TIME IS ACCEPTABLE TO SPEND DOING EACH TASK AND IS THERE A NEED TO COMPLETE SOME TASKS MORE THAN ONCE A WEEK?

ARE THERE THINGS MISSING FROM SEREN'S LIST THAT ARE IMPORTANT? EATING, RELAXING, SOCIALISING? HOW ABOUT HAVING A GO AT CREATING A TIMETABLE FOR SEREN'S WEEK AND FOR YOURSELF. I'M SURE THAT ORGANISING YOUR TIME CAREFULLY WILL EASE SOME OF THE ANXIETY.

AND REMEMBER TO BREATHE, 5,4,3,2,1!