

The Disease of Being Busy

Advanced Lesson - 6

A decorative graphic consisting of a thick teal horizontal bar that transitions into a series of thin, parallel white and teal lines extending across the right side of the slide.

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Compare and Contrast

What are the similarities and differences with the routines of students and working individuals?

	Students	Working Individuals
Morning		
Before lunch		
Noon		
After lunch		
Evening		
Before Bedtime		
Hours of Sleep		

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Error Recognition

1. ^A In the ^B time being I'm living in a small town, ^C but I ^D hope to move soon. ^E No error.
2. I waited for ^A a while in the restaurant. ^B After long, the waiter came up and asked ^C me what I ^D wanted to get for
^E appetizer. No error.
3. She tried ^A focusing on the presentation ^B simultaneous, she ^C was arguing with her boyfriend ^D on the phone.
^E No error.
4. I ^A used to be tactless online but now I ^B think twice before I ^C let out a ^D comment about someone or something on
^E social media. No error.

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5. Kate claims that if she ^Agot an MBA after ^Bfinishing her bachelor's degree, she ^Cmight have been considered ^Dfor the position. ^ENo error.

6. They ^Ahad managed a few ^Bcrises ^Cin the past, so they were able to handle this situation ^Dfairly well. ^ENo error.

7. Selena was very angry ^Aon her sister for ^Barriving more ^Cthan thirty minutes late to ^Dtheir cousin's surprise ^Eparty. No error

8. My two dogs ^Ahave recently become rather ^Bmutually antagonistic, ^Cand I am struggling to keep ^Dthem separate to each other. No error

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Useful Expressions

1. Time proverbs

Match the two halves of the proverbs.

Time flies ...

The early bird ...

Never put off until tomorrow ...

A stitch in time ...

saves nine.

what you can do today.

catches the worm.

when you're having fun.

2. Time is money

In English, time is like money, or like something that you buy and use. Look at the following expressions:

- We need to buy some more time for our assignment.
- I can't afford to spend any more time on this!
- It was worth waiting for!
- This is wasting my precious time!
- She always makes time for yoga no matter how busy she is.
- Perhaps the old man is worried about running out of time.

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Preview Questions before listening

1. What is the best way to organize things?
2. Discuss what a “life admin” is.
3. Enumerate some chores that are commonly part of an adult’s life admin.
4. Why is life admin considered to be generally boring?
5. Do you consider yourself a “super-doer”? Expound your answer.
6. Discuss how these vocabulary are being used in the article:

admin

utility
company

procrastinate

millennial

waste of time

commission
(v)

super-doer

admin
avoider

secretaries

to-do list

satisfaction

proportion

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Listening 6.1: Listen to the audio and complete the lists below.

**Life Admin
Chores**

-
-
-
-
-

**Tasks that I
procrastinate**

-
-
-
-
-

Interruptions

-
-
-
-
-

**Other
techniques to
organize**

-
-
-
-
-

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Debate: Is planning always necessary?



Plans can direct everyone's actions toward desired outcomes. When actions are coordinated and focused on specific outcomes they are much more effective.

Resources are always scarce in organizations, and managers need to make sure the resources they have are used effectively. Planning helps managers determine where resources are most needed so they can be allocated where they will provide the most benefit.



Managers can become so focused on planning and trying to plan for every eventuality that they never get around to implementing the plans. This is called “death by planning.” Planning does little good if it does not lead to the other functions.

Having a good plan can lead managers to believe they know where the organization is going and how it will get there. This may cause them to fail to monitor the progress of the plan or to detect changes in the environment. As we discussed earlier, planning is not a one-time process. Plans must be continually adjusted as they are implemented.

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Quotations to change the way you think about time and being busy

“There is more to life than increasing its speed.”

– Mohandas K. Gandhi

“We each have 24 hours in a given day; how we choose to spend each moment determines how spent we are”

– Evinda Lepins

“Take care of the minutes and the hours will take care of themselves.”

– Earl of Chesterfield

We should at least recognize that neither technology nor efficiency can acquire more time for you, because time is not a thing you ever had. It is what you live in.

– James Gleick

“A plan is what, a schedule is when. It takes both a plan and a schedule to get things done.”

– Peter Turla

“A busy life is filled with tremendous emptiness.”

– Debasish Mridha

“You will never find time for anything. If you want time you must make it.”

– Charles Buxton

When the principle of time as money comes to dominate the working time of a society, it dominates the non-working time as well. It is a standard by which all human activities can be evaluated as useful or useless.

– C Douglas Lummis

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CONDITIONALS

Use the appropriate conditionals to complete the sentences below.



1. Had I had better grades at school ...
2. I ... if I had been more confident when I was ...
3. If I were more... it would only take me ... to be promoted.
4. If I were given a chance to work overseas ...
5. I will definitely if I had more leisure time.
6. I always whenever I'm late for an appointment.
7. It would be very pleasing if there would be a day between ... and ...
8. If I could turn back the time, ...
9. Whenever I can't meet a friend who asked me out, ...
10. If I had been born as Bill Gates' child, ...

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Watch the video tackling work-life balance and answer the questions below:

(Listening 6.2)

<https://www.youtube.com/watch?v=MPR3o6Hnf2g>

1. How was the Audi R8 described in the video?
2. How was the Audi R8 efficiency compared to that of human's?
3. According to the video, what is the relationship of efficiency to goal limitations? Give examples.
4. What does the word generalist mean?
5. What is the price we pay for being generalists?
6. Why is choosing breadth and variety over total focus and narrow perfection a wise choice?
7. What absurd idea our society has set up?
8. Discuss what a work-life balance is.
9. Do you agree that work-life balance is an impossible idea? Expound your opinion.
10. On a scale of 1 – 10, how efficient do you think you are able to manage your time?

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Giving Advices

Fill in the prepositions and offer some advice to the employees below.

I struggle to concentrate _____ a task when so many other things are going on around me. Sometimes I get pulled in three different directions at once.

The pressure of having to deal _____ constant calls, emails, clients and colleagues is taking its toll on me. I hardly have a life outside of work anymore.

I know I need to become more aware _____ how I spend my time. Sometimes I feel like I get nothing done and spend my day fire-fighting instead of actually producing anything worthwhile.

Everyday I'm faced _____ so many new challenges! That's part of why I love my job but I'm always so drained in the evenings.

I never understand how some people are capable _____ multi-tasking. I need to give a task my full attention in order to produce my best results.

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1. Discuss the metaphor “time is money”. Does it exist in your language?
2. Do you do things quickly or slowly? Are you often in a rush or do you take your time?
3. The North American working week is getting longer and longer. People have a little time for lunch, there is lots of overtime and people take work home. Is this model of a working week true where you come from? Is it changing?
4. Some countries are introducing a mandatory shorter working week (32 hours). What are the advantages and disadvantages of this?
5. Discuss the meaning of the below quotations and whether you agree with them.
 - “*It takes more courage to examine the dark corners of your own soul than it does for a soldier to fight on a battlefield.*” - Yeats
 - “*The unexamined life is not worth living.*” – Socrates
6. When a friend says that (s)he is “too busy” to do something with you, is this a legitimate excuse? Or can people always make time for their friends and loved ones?
7. Philosopher Blaise Pascal argued that we make ourselves busy in life to avoid thinking about some of life’s deepest and scariest questions, such as “Why am I here? Does my life have meaning? Am I really going to die?” Do you agree or disagree with Pascal?
8. How do you know when your day is productive? Is it solely based on concrete outputs or not?
9. Are you happier or unhappier when you are busy?

The End