

# TIME MANAGEMENT HANDOUT BOOKLET

## Lists and Priorities

Below are possible tasks for the activity. Feel free to customize this list for your library.

1. Do a lap around the room (5 points)
2. Create something for the instructor to wear, such as a hat or tie (10 points; bonus 5 points if the instructor actually wears it)
3. Find out something unique about each person on the team (5 points)
4. Sing a song together (15 points)
5. Make a paper airplane and throw it from one end of the room to another (10 points)
6. Get everyone in the room to sign a single piece of paper (5 points)
7. Count the number of pets owned by your group (20 points)
8. Assign a nickname to each member of the team (5 points)
9. Create name cards for each team member (5 points; bonus 5 points if you use your team nicknames)
10. Make a tower out of the materials owned by your group (10 points)
11. Convince a member of another team to join you (20 points)
12. Name your team and come up with a slogan (5 points for the name, 5 points for the slogan)
13. Re-create the sounds of the Amazon rainforest with the sounds of your voices (10 points)
14. Make a list of what your team wants out of the workshop (15 points)
15. Form a conga line and conga from one end of the room to another (5 points; bonus 10 points if anyone joins you)

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

READ  
BOOKS

WAIT FOR  
BOOKS

WRITE REPORT

GO TO THE  
LIBRARY



PROJECT DUE

