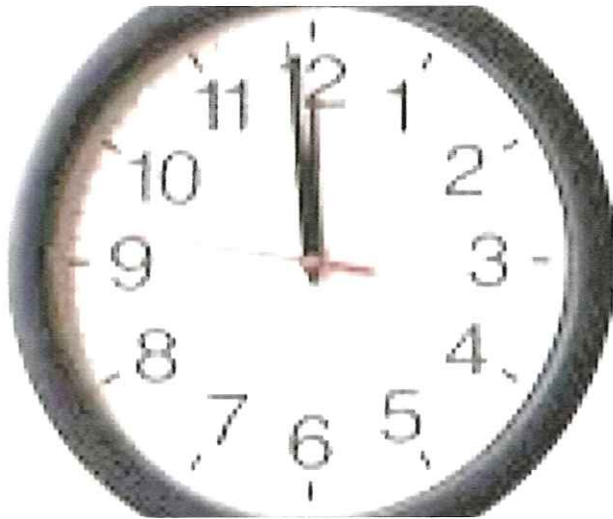




How to Instill Time Management Into Your Child

Even when students know in advance when a project, book report, or test is scheduled, many will wait until the night before to begin the work assignment. That creates a stressful and anxious evening for both the parent and the child.

Here are a few tips to help your child manage time more efficiently:



1. Use a calendar to mark assignment due dates.

By working backwards, mark off nightly tasks so the project can be completed in advance. The calendar should also include scheduled events, such as: sporting practices and games, church meetings, and doctor appointments. By planning the schedules in advance, you will relieve the anxieties and stress associated with rushing to get a job done on time.

2. **How much time does your child need during a week to complete assignments?** Work with your child to divide his homework time into manageable chunks to complete the required homework.

3. **Having a place in the home, free from distractions and interruptions,** will help your child to use his time more wisely. Having a designated time for homework is helpful to form a routine schedule and will also help your child complete assignments on time.

When work is complete, use a pocket folder to place the written assignments in and remind your child to make sure all work is turned in on time the next day at school. Time management skills must be taught and modeled for your child to form good working habits. These are habits that will last a life time.

