Time Bandits

All too often we look back on the day and wonder "where did all the time go". When things don't turn out as you expect them to, it is often because there have been some obstacles in the way. Some of them are psychological (fear), and some physical (your environment).

Indicate on the table below the extent to which each of the most common 'Time Bandits' apply to you.

Procrastination

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

The Telephone

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

Idle Chatter

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

The Unscheduled Visitor

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

Meetings

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

Reading

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

e-mail

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

Managing your Desk

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

Inability to Say 'No'

Doesn't Apply	1 2 3 4 5 6 7 8 9 10	Yes that's me!

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