**MAKE TIME!**

**Ecclesiastes 3:1; John 9:4**

***Memory Verse:*** *To everything there is a season, and a time to every purpose under the heaven:” – Ecc. 3:1*

**Introduction**

Time management is important because of the brevity of our lives. Our earthly sojourn is significantly shorter than we are inclined to think. As David so aptly points out, “LORD, make me to know mine end, and the measure of my days, what it is; That I may know how frail I am. Behold, thou hast made my days as an handbreadth; And mine age is as nothing before thee…” ([Psalm 39:4–5](https://biblia.com/bible/esv/Ps%2039.4–5)). The apostle James echoes this: “…For what is your life? It is even a vapour, that appeareth for a little time, and then vanisheth away.” ([James 4:14](https://biblia.com/bible/esv/James%204.14)). Indeed, our time on earth is fleeting—in fact, it is insignificant compared to eternity. To live as God would have us live, it is essential we make the best possible use of our allotted time.

**Discussion points -** (*Facilitators should elicit responses from teenagers and could also share how Daniel juggled several responsibilities in the bible)*

1. What do you understand by Time Management? ***An efficient and productive use of time.***
2. Why is it important to make good use of our time? ***The time we have is not ours and has been given to us by God. We will give account of how we spend our lives on earth and your life is the culmination of your time spent. Ephesians 5:15-17***
3. Give an example of a time you;
   1. Managed your time well and achieved your aims.
   2. Mismanaged your time and the lessons you learnt from the experience.
4. What are some of the “time-robbers” in the life of a teenager?
   1. Procrastination (the number 1 thief of time). ***Ecclesiastes 9:10***
   2. Excessive screen-time. (TV, phones and other gadgets)
   3. Excessive engagement with mundane activities.
   4. Sinful relationships. ***1 Corinthians 15:33***

***Some positive things which take time are necessary and must not be avoided***

1. In what ways can a teenager overcome these time-robbers?
   1. Having a personal relationship with Jesus. A saved teenager has a renewed mind and the Holy Spirit puts him/her in check. He/She also has the understanding that time is a gift from God and we will all give an account of how we use the time allotted to us. ***Matthew 6:33***
   2. Have definite goals and periodic evaluation e.g. I intend to have 5As. ***Habakkuk 2:2-3***
   3. Having To-do lists. ***Habakkuk 2:2***
   4. Personal time-table.
   5. Use of productivity tools such as jotter, diaries, app and sites blockers, Evernote etc.
   6. Have an accountability partner or mentor. ***1 Corinthians 4:2***
   7. Understanding energy levels for better focus e.g., understand your reading pattern (Everyone should take advantage of their most productive parts of the day)

**Conclusion**

Sin is a time waster and robs you of God’s purpose and will for you. If you waste your time, you waste your destiny. The Bible counsels that we need to place our focus on that which is eternal as opposed to the fleeting pleasures of this passing world. Accordingly, we should move forward with diligence and divine purpose as the courses of our lives progress toward God’s ultimate goal. Time spent with God and getting to know Him, through reading His Word and prayer, is never wasted. In addition, discipline is required as we are individually responsible for how we use our time.

**Class-Activities**

* **Activity 1:** the participants should list out all the things they do per time in a day, the facilitator should review 2 main scenarios and use them to explain how the participants should manage their time well.

* **Activity 2:** sort the list in 1 above and put them in the quadrant below. This should be reviewed with the facilitator after carrying out the exercise.

|  |  |  |
| --- | --- | --- |
|  | **URGENT** | **NOT URGENT** |
| **IMPORTANT** | **1.**  **2.**  **3.**  **(Do)** | **1.**  **2.**  **3.**  **(Plan)** |
| **NOT IMPORTANT** | **1.**  **2.**  **3.**  **(Delegate)** | **1.**  **2.**  **3.**  **(Eliminate)** |

**Legend:**

***Urgent - Important*** -: Tasks that are critical and require urgent attention. e.g., school assignment deadlines.

***Not Urgent – Important-:*** Long-term development e.g., Sporting activities, music class.

***Not Important – Urgent***-: Distractions with high urgency. Some chats with friends.

***Not Important – Not Urgent-:*** Activities with little or no value e.g., WhatsApp Statuses, Facebook, Gossips, Mindless Gist.