

## WHAT IS PLANNED WORK?



*Difficulties are built up by a pile of easy things we should have done on time but didn't.*

**Henry Ford**



- In order not to waste time and to evaluate it in the healthiest way, it is necessary to plan every activity.

- The most useful study plan is the weekly one.

- Planned work is a purposeful work from start to finish.

# PLANNED STUDY

DO THE BEST

## What does planned study give a student?

- It increases his self-confidence.
- It makes it easier for him to solve his problems.
- It enables him to make the right decision and saves him from indecision.
- Allows you to work less but more effectively
- The will to work is not lost.
- It destroys the fear of not being able to make it to the exam.
- It helps you decide where to start.
- It allows you to decide when to rest and when to work.
- It makes it easier for you to get one step closer to your future.
- Increases confidence and motivation.

*Good things happen only if planned, bad things happen by themselves.*

**Philip B. Crosby**



## What should be considered when preparing a plan?

- In order for you to study the lesson most efficiently, what you need to do is to allocate the hours to study when the factors that will hinder your lesson are the least.
- This means that we "prioritize" our daily activities. Watching TV, Meeting friends, Studying, Listening to music, Eating, Sleeping
- The most productive times are in the morning and just before bedtime.
- Be in your study room and at your desk at the time you set to work.