



INSTRUCTIONAL HOURS: 3
RECOMMENDED PRE-REQUISITE(S): N/A
CO-REQUISITES: N/A
APPROVED FOR USE IN ACADEMIC SEMESTERS: 2013-2014

COURSE DESCRIPTION:

Forget the Himalayas, with a growing list of day-to-day things to do; it's very easy to become buried in what seems like an avalanche. Don't get stuck without oxygen and freedom of movement while trying to do it all. Learn a simple technique for escape from the rush of commitments adapted from actual avalanche survival that can be used wherever you are out there. Then, instead of just trying to survive in today's intense world, you can begin to make space for really living the life you had hoped to. No hiking boots or climbing gear required for this one just bring a hopeful attitude, a willingness to change, and, of course, your most current to-do list, which hopefully has registering for this course at the top of it!

RATIONALE:

This course looks at the most effective use of time in an increasingly busy world. It revisits time management strategies in a refreshingly new way to assess how to best invest our most precious resource: time. Quality of life is measured by the way in which we are living the life we want to live, and sometimes, doing less, not more, is the answer to happiness. Prioritizing what is important to participants is central to the course's learning outcomes.

COURSE DELIVERY:

The course content will be presented through a blend of instructional methods which may include lecture, discussion, independent study, and hands-on activities.

LEARNING OBJECTIVES/OUTCOMES:

Upon successful completion of this course, the student will be able to:

- Analyze the effectiveness of their current time management system
- Decide upon which activities are most important to them
- Prioritize a competing list of priorities
- Invest time in oneself without apologies
- Allow for time to do nothing – “down-time” – so one can be rejuvenated

TOPICS

Topics covered in this course include:

- Time and its relation to success
- Busyness and the growing speed of change and society
- Balancing obligations to self and others
- How to best fulfill one's responsibilities without becoming burnt out or resentful
- Understanding the root causes of overcommitting oneself and one's time and the impact of doing so

REQUIRED COURSE MATERIAL:

Not applicable.

STUDENT EVALUATION

The student's progress will be recorded using the following grades.

S - Satisfactory achievement in field /clinical placement or non-graded subject area.

U - Unsatisfactory achievement in field/clinical placement or non-graded subject area

Teaching Contact

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Academic Manager**Signature**

"Ted Newbery"

NOTICE TO ALL
STUDENTS:

We urge you to retain this course outline for future reference. There is a charge for additional copies.