

Instructions

Read the information below about Elon Musk's approach to time management. Then, answer the questions that follow.

Elon Musk is known for his intense work ethic and time management strategies. He uses a method called "time blocking," where he schedules his day in 5-minute blocks to maximize productivity. Musk often divides his work into short, focused sessions and limits distractions to accomplish his goals efficiently.

Questions

1. What is time blocking?

2. How does Elon Musk prevent distractions during his work?

3. List two benefits of using time management techniques like those employed by Musk.

4. Imagine you could spend a day with Elon Musk. What would you ask him about his time management strategies?

5. How do you currently manage your time? Write down one technique you could improve upon.

Bonus Activity: Create your own time-blocking schedule for a day. List the activities you would include and how long you would spend on each one: