

賽馬會「知情達意育優才」計劃  
Jockey Club "Gifted in Bloom-Harmony in Heart & Mind" Programme

# Time management workshop (JC2W-S061)

"I do not have enough time to do what I want."

"It is difficult to organize times for study and other activities."

Does it sound familiar to your daily life?

You need to finish all the homework and revision; you also want to join different activities like playing online game or gathering with friends.

You seem have enough time to finish all the tasks but eventually unable to do so.

Learning how to manage your time could help to tackle the above problem.

Time management workshop is an extension of affective education workshop-self-management. Through experiential and interactive learning, the workshop will explore more about time-management, like importance, factors and strategies.

## Introduction

## Programme Type

Workshop Series / Intermediate (Token-required) ([Token-required](#))

## /Level

## Instructor(s)

Ms Lau Sin Ting (Project Officer of "Gifted in Bloom – Harmony in Heart & Mind" Programme)

## Target

## Participants



- S1 – S3 HKAGE student members only (Priority will be given to student members who have completed Affective Education Workshop-Self-management)
- Class size: 20

## Medium of Instruction



Cantonese

## Certificate



**Certificate** will be awarded to participants who have:  
❖ Attended **all 4 sessions**

## Intended

## Learning

## Outcomes



Upon completion of the programme, participants should be able to:

1. Understand the importance of time management
2. Understand factors (including affective factors of giftedness) hindering good time management
3. Explore strategies for enhancing time management

## Application Deadline

**5 Aug 2019**  
**(Before 12:00 noon)**

## Result Release Date

**12 Aug 2019**

If student members withdraw from the programme after the Application Deadline, the token will be deducted.

## Schedule



Session	Date	Time	Content	Venue
1	3 Sep 2019 (Tue)	3:00p.m.-	● Understand the importance of time management	HKAGE Room 403
2	4 Sep 2019 (Wed)		● Understand factors (including affective factors of giftedness) hindering good time management	
3	5 Sep 2019 (Thur)	5:00p.m.	● Explore strategies of good time management I	
4	6 Sep 2019 (Fri)		● Explore strategies of good time management and consolidation II	

## Enquiries



For enquiries, please contact us at 3940 0512 or 3940 0515, or email to [jc@hkage.org.hk](mailto:jc@hkage.org.hk).