DISCUSSION SUGGESTIONS

- The most efficient enterprises in the world employ schedules to help them meet deadlines and complete tasks in a timely manner. Everyone from builders to airlines use them to help stay on top of tasks. Brainstorm organisations that use schedules and what benefits they might get from them. Brainstorm challenges that these schedules might face (e.g. train breakdowns that throw out timetables; volcanoes that close airports). How do organisations manage these?
- In what ways might these challenges be similar to challenges you face? What can you do in those situations?
- Did you find the process of itemising Josh’s weekly commitments easy or hard? Was it useful to think of everything in terms of hours?
- How did you find the process of slotting the hours of Josh’s tasks onto the weekly calendar? Was it easy or difficult? Why? What decisions did you have to make?
- Discuss the importance of scheduling enjoyable/pleasant events. Locking them into a calendar is one way to make sure that we all get the enjoyable ‘down time’ we need to help clear the cobwebs, and keep us uplifted and better able to tackle more challenging tasks.