



**Office hours,
Study habits,
Time management**

Ben Greenman



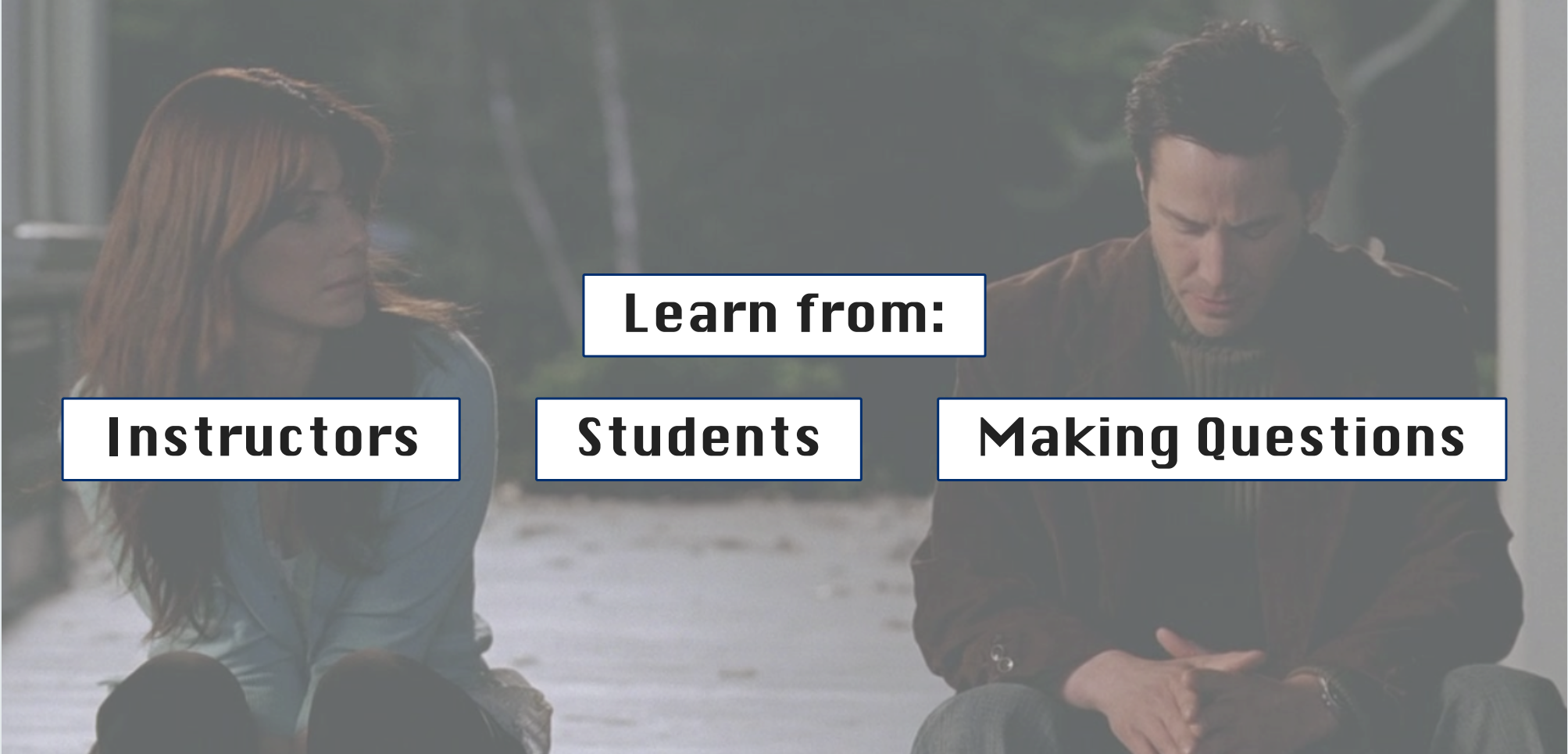
Learned SO MUCH from classmates





Go to office hours.

OH are for you!!



Learn from:

Instructors

Students

Making Questions

A person is kneeling on a grassy bank by a lake at sunset, writing in a notebook. A dog is sitting next to them. In the background, there is a modern house on stilts. The scene is peaceful and focused.

Study habits: FOCUS



TU on = 1.5x slower



Try 40-min sessions



**Pomodoro
technique**

A person is kneeling on a sandy or grassy bank, sketching on a piece of paper. The scene is set outdoors at sunset, with a body of water in the background and a modern building on stilts to the right. The sun is low on the horizon, casting a warm glow. Bare branches are visible in the foreground on the left.

Plan for breaks

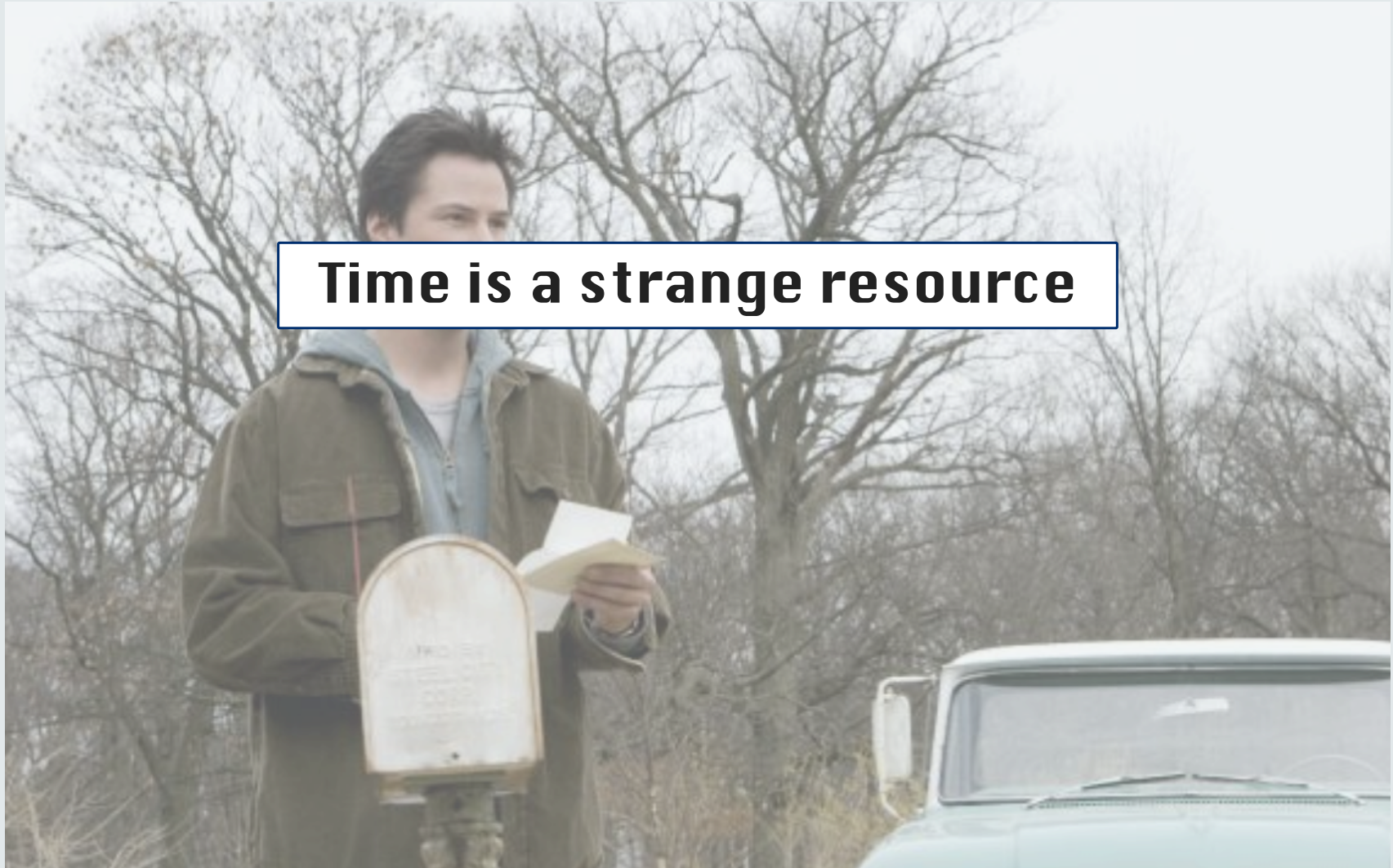
Mind works in background

A person is kneeling on a sandy shore at sunset, writing on a piece of paper. In the background, a modern house with large windows is visible. The scene is bathed in the warm, golden light of the setting sun.

**Sleep
4 or 8hr**

Drink water.

Time is a strange resource





Time is a strange resource

Everything takes too long
Prioritize.
Either be slow and right,
or done and wrong.



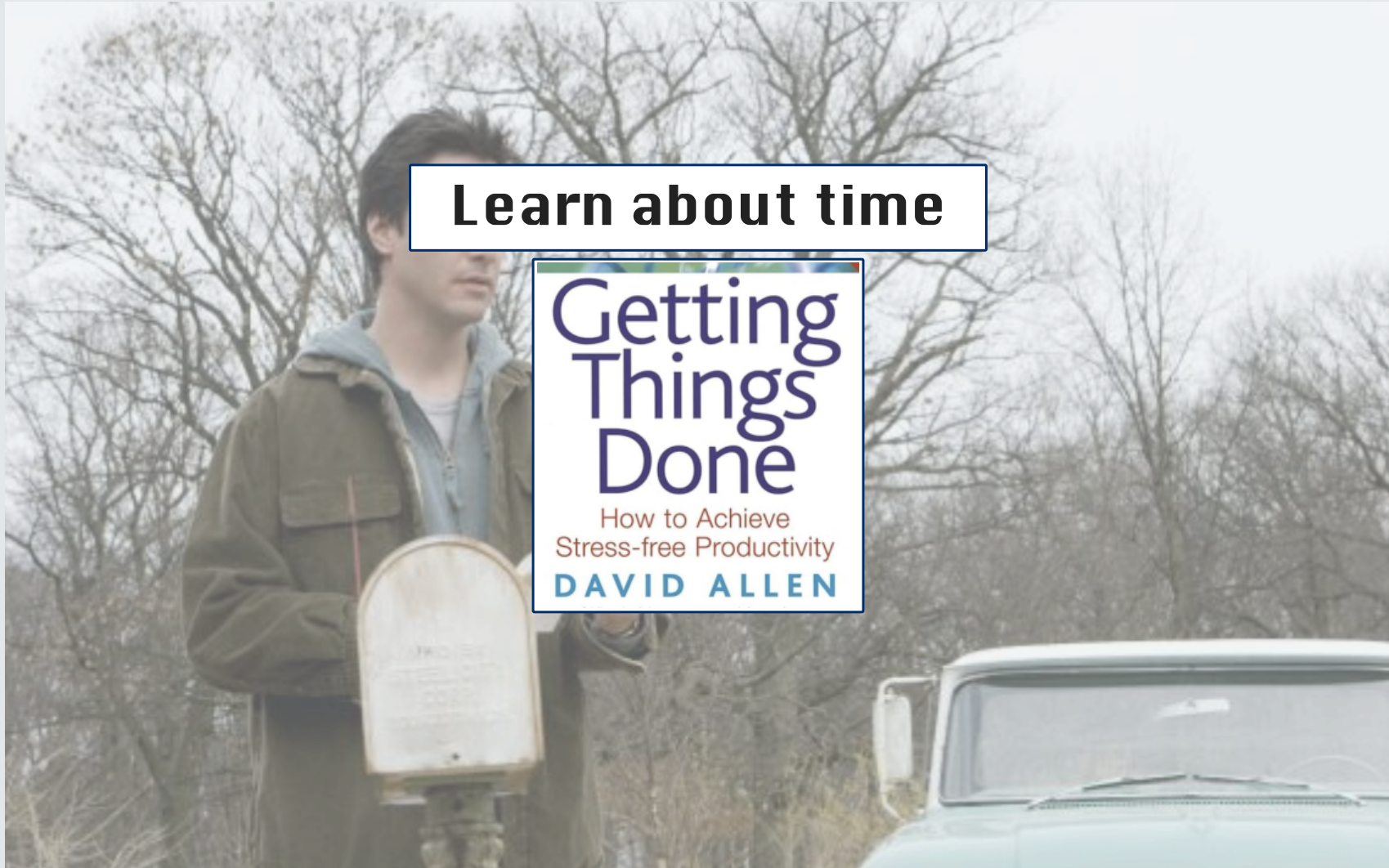
You have control

Learn about time

Getting Things Done

How to Achieve
Stress-free Productivity

DAVID ALLEN





The End

