



## Introduction

### Who's Got Time to Figure Out How to Save Time?

Teachers come in many varieties with different talents, interests, and philosophies. Any time a group of teachers gets together, there is lively discussion and professional debate on almost every aspect of teaching. This is true unless you ask, "What is the single biggest problem teachers have?" The answer, then, is a unanimous, resounding, one-word response: "TIME!"

You, as a teacher, need and deserve a secretary and at least one assistant. With that kind of support, you might be able to have a family life, participate in social events, and have time to nurture yourself. However, that kind of support is not likely to be forthcoming in the near future. Instead, relief must come in the form of getting more done in less time and changing some attitudes that get in the way of a healthy, happy life.

This book is packed with practical, tested ideas to help you start to contain your job yet maintain high standards. This book was written for good teachers who want to continue to be good without going crazy. (Teachers who don't care never have a problem with time!)

Browse through the book. Mark ideas that fit your style and needs. Try out a few at a time. Use the ideas as springboards for other strategies or devise variations to meet your particular situation. It is especially helpful to work with a colleague. Above all, take a playful, experimental approach to seeing how you can improve your enjoyment of both your teaching and the other parts of your life.