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January 5th, 2024

# A Friday Thought

SMH Capital Group at Steward Partners

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"Have regular hours for work and play; make each day both useful and pleasant and prove that you understand the worth of time by employing it well." - Louisa May Alcott

This week, we have a special treat in store for you. In addition to our usual musings and insights, we're excited to share with you an article captivated us with its profound message and thought-provoking content.

As avid consumers of news and information, we believe that sharing meaningful articles is a powerful way to foster intellectual curiosity and spark meaningful conversations. The piece we've chosen for this week's *A Friday Thought* not only caught our attention but also resonated deeply with us. We are certain it will do the same for you.

So, join us as we explore an article that we believe holds significance, offering fresh perspectives, and thought-provoking ideas. We hope you'll find it as interesting and meaningful as we did, and that it will inspire lively discussions and reflections.

*“**What will you do with your life?** It's a question no search engine can answer. It's not part of a navigation system or included in any user guide. It's interesting because the answer is determined by asking, **what will you do with your time?** Live to the average age of 79 and you'll spend about 28 years sleeping, four years eating and drinking, 15 years working, and almost 2 commuting to just said job. You may be somewhat surprised (perhaps, occasionally horrified) to realize you might spend 11 years watching TV, 115 days laughing, 30 days crying, weeks scratching something and months trying to decide what to wear. If you got a phone when you were 10, you could be on track to spend approximately nine years of your life... on that phone. No wonder you wake up one day and ask yourself, where did the time go? **The thing is, you get to decide.** Every day you're presented with hundreds of choices about what to do with that day. You can give it to family. Friends. Bosses. Causes. You can succumb to the distractions of the pings and pops on your wrist. In your pocket. If you don't protect your time, it can get frittered away. If you don't decide what to do with it, someone else will. And because time is what you're made of, and all you really have is time... it's prudent to pay attention to where and how you spend it. To become both deliberate and stingy, investing it wisely. What a gift to have not only a bit of an understanding of the vast dimensions of this mysteriously finite span of existence, but also the freedom to choose how to spend it. The choices that you make, within the moments, hours, months and years you're given, become the answer to the question... **What will you do... In your lifetime?**”* LT Life December 31, 2023

### **Mastering the Art of Time in Your Life**

Based on the NYT article above, time is the most valuable resource at our disposal, and managing it effectively is a skill that can significantly impact the quality of our lives. It is an art that involves making deliberate choices about how we allocate our time, focusing on what truly matters, setting priorities, and finding balance in our daily lives.

At its core, time management is not about cramming more tasks into our day, but about making conscious decisions about how we spend our time. It encompasses setting clear goals, eliminating distractions, and maintaining a harmonious blend of work, leisure, family, and personal growth.

Another vital component of time management is prioritization. It is crucial to distinguish between what is urgent and what is important. The Eisenhower Matrix, sometimes called the priority matrix, categorizes tasks into four quadrants: urgent and important, important but not urgent, urgent but not important, and neither urgent nor important. By focusing on what is important but not necessarily urgent, we can prevent crises and allocate more time to meaningful, proactive pursuits.

Furthermore, saying no is an essential skill in time management. Social obligations, work demands, and personal requests often pressure us into overcommitting, leading to exhaustion and burnout. Learning to decline commitments that do not align with our goals or priorities is a necessary skill. Saying no is not a selfish act; it allows us to safeguard our time and energy for activities that genuinely matter.

In addition, delegation is a powerful strategy for time management. Many of us attempt to handle every task ourselves, fearing that others may not meet our standards. However, delegating tasks to capable individuals can free up our time and allow us to concentrate on higher-priority activities. Delegating is not a sign of weakness but a demonstration of effective leadership and time management, thus freeing up time for life in general.

In conclusion, time management is a skill that can profoundly impact the quality of time in our lives. By establishing clear goals, prioritizing tasks, learning to say no, minimizing distractions, practicing time blocking, and delegating, when necessary, we can optimize our precious time. Effective time management empowers us to lead more fulfilling and successful lives, achieving our goals and aspirations while maintaining a healthy work-life balance. Ultimately, it enables us to make the most of the fleeting moments in our lives and create a purposeful and meaningful existence.

As a value to our clients, our team, which goes beyond the traditional role as financial advisors, is available to be a sounding board for family members, friends,

or colleagues Therefore, even if they are not our clients, they can still benefit from our services and rely on us as a trusted sounding board.

Furthermore, we extend the opportunity for our clients to share A Friday Thought with those they believe would be interested. If you know someone who would appreciate receiving our A Friday Thought, kindly provide us with their email address, and we will gladly add them to our distribution list. It is our way of reaching out and providing valuable insights to a wide

**This week's trivia: What "international orange" construction project began on January 5<sup>th</sup>, 1933?**

**Last week's trivia: What state was admitted to Union on December 29<sup>th</sup>, 1845?**  
Texas

## Have a great weekend!

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