

# Rules



important

routine

day plan

free

homework

dishes

## RULES OF MAKING A DAY PLAN

**Rule 1.** Don't forget about your everyday . It can take a lot of time.

**Rule 2.** Start with the most  and urgent tasks, such as buying meds for your sick sister or food for your hungry pet. Then do the task that influences other people's activities. For example, washing the , so that your brother can cook lunch. Move to the necessary tasks, for example your . After all important tasks are done, enjoy your  time.

**Rule 3.** If you need to prepare something for your activities, write down all the necessary things in your . For example, 2 o'clock - riding lesson (sports clothes, trainers).

Read and choose the actions that help to avoid a distraction



1. It's time for you to wash the dishes, but the phone rings. You answer. It's your sister's friend.

2. You usually do your homework in the living room. Your dad sometimes turns on the TV and watches a film.

Read and choose the actions that help to avoid a distraction



3. You have to tidy up your room. Your hamster is running around the room.

4. You're chatting on Instagram with your friends. Your mum says it's time to help her to cook dinner.

# My day plan

Write your day plan for tomorrow.



**Study the example:**

7.30 — get up

7.30 - 7.45 — wash my face, clean my teeth

**Write your answer**