

Part 1: Pre-Reading Discussion

Before reading, discuss these questions with a partner or the class:

1. What does the phrase "to overdo it" mean to you?
2. How many hours a week do you think is "too much" to work or study?
3. What are the signs that someone is stressed out?

Part 2: Reading Passage

Are You Overdoing Things?

In today's fast-paced world, it is easy to fall into the trap of doing too much. Whether it is working late at the office, studying all weekend, or filling every free second with chores and social activities, many people are overdoing things. While being productive is generally a good thing, pushing yourself too hard can lead to a state of total physical and mental exhaustion known as **burnout**.

How do you know if you cross the line from hard-working to overdoing it? Experts suggest looking out for a few key warning signs. First, your sleep patterns often change; you might find it difficult to fall asleep because your mind is racing, or you might feel tired no matter how much you sleep. Second, you might lose patience quickly, getting irritated by small problems that wouldn't normally bother you. Finally, people who overdo things often neglect their hobbies and relationships, falsely believing they "don't have time" for a break.

The irony of overdoing things is that it actually makes you less efficient. When your brain is tired, you make more mistakes, take longer to finish simple tasks, and struggle to make decisions.

To fix this, you have to learn to **set boundaries**. This means saying "no" to extra tasks when your schedule is full, scheduling intentional "do-nothing" time, and listening to your body when it asks for rest. Remember, taking a break isn't lazy—it's necessary.

Part 3: Vocabulary Check

Match the bold words from the article with their correct definitions.

Word	Definition
1. Burnout	A. To fail to take care of something or someone.
2. Exhaustion	B. Limits that you set to protect your time and energy.
3. Neglect	C. A state of emotional, physical, and mental exhaustion caused by excessive stress.
4. Efficient	D. Working well and quickly without wasting time or energy.
5. Boundaries	E. The state of being extremely tired.

Part 4: Comprehension Questions

Answer the following questions based on the text.

1. According to the article, what is "burnout"?
2. What are two warning signs that someone is overdoing things?
3. Why does overdoing things actually make a person *less* efficient?
4. What is one way a person can "set boundaries"?

Part 5: Speaking / Writing Activity

Choose one of the following prompts to talk about with a partner or write a short paragraph about:

- **Option A:** Describe a time in your life when you were overdoing things. What happened, and how did you fix it?
- **Option B:** Give advice to a friend who works 12 hours a day and is starting to feel sick from stress. What should they do?