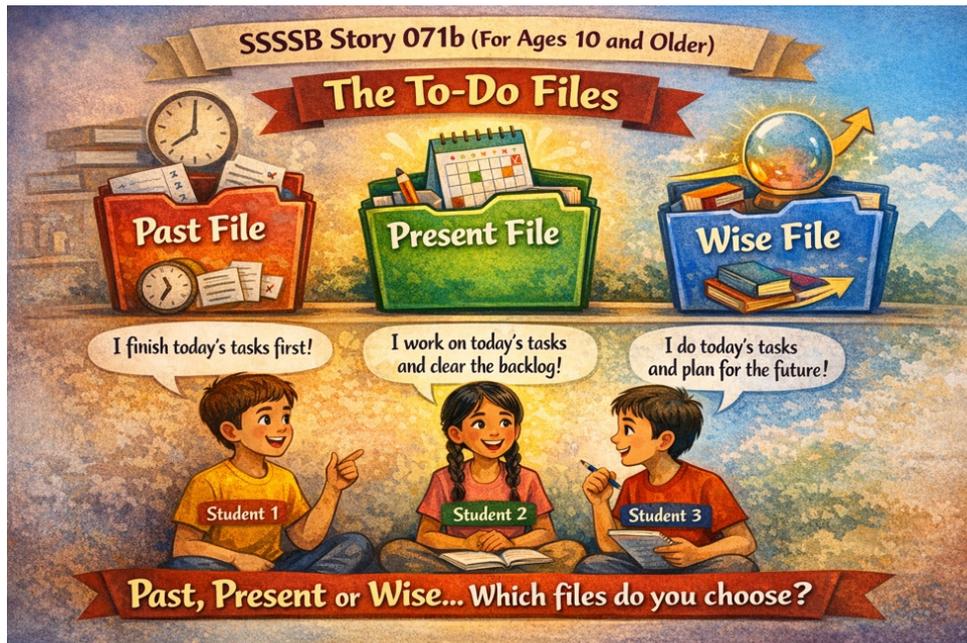


🇬🇧 SSSSB Story 071b – To-Do Files: Past, Present & Wise (10+)



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Three students are talking about the many activities they have to do every day, such as homework, helping at home, doing seva, etc., and how they manage them.

All our tasks can be divided into three types:

- 1] The To-Do Past File; All tasks from yesterday or earlier that are still unfinished.
- 2] The To-Do Present File; The new tasks that come in today and can be handled today.
- 3] The To-Do Wise File; Working ahead and preparing for future tasks before they arrive.

Student 1 said: *"I try to do everything I receive today — everything in the present file — immediately, so it gets finished and none of today's tasks move into the past file tomorrow."*

Student 2 said: *"I also try to finish everything I receive today — everything in the present file — so that none of today's tasks go into the past file. But I also work on some tasks from the past file, so the backlog becomes smaller."*

Student 3 is you.

How do you handle your tasks?

Do you work like Student 1, finishing only what comes today (the present file)?

Or like Student 2, finishing today's tasks while also reducing the backlog from the past file?

Or do you also choose something from the wise file — preparing ahead for the future?

Question of the Day & Heart-Work

You are Student 3; From which To-Do Files will you choose your tasks?