



First Bell Plan

TIME MANAGEMENT · HOW LONG WILL IT TAKE

Helena reaches school at 7:40, thirty minutes before the first bell for advisory. Her math class has a short quiz first period, so her notebook needs the review page. She also promised her group she would bring the project folder before advisory starts. The office announced that new bus passes can be picked up only before first period today. Her backpack is full, and the hallway outside her locker gets crowded after 8:00. She needs a quick plan before choosing which errand to do first.

Add the estimated minutes and decide whether all of Helena's tasks fit before the first bell.

TASK	MINUTES
Walk to the locker, swap books, and repack the backpack	8
Review the math quiz page	12
Drop the project folder in the science room	6
Pick up the bus pass at the office	7
Walk to advisory and take a seat	4

Time available: 30 minutes

Answer: 37 minutes — they do not fit

Think about it: Why can adding short tasks before starting prevent a late arrival?

TEACHER NOTE

The estimates total 37 minutes, so the tasks do not fit into 30 minutes. A strong response states that Helena is 7 minutes over and names at least one task to shorten, skip, or move later. Accept any practical plan that keeps required timing in mind, such as handling the office stop early and saving extra review time for later.

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