



## Lab A10-5 *Time-Stress Questionnaire*

The following list describes time-related difficulties people sometimes experience. Please indicate how often each is a difficulty for you, using numbers shown:

- 0   Seldom or never a difficulty for me  
  1   Sometimes a difficulty for me  
  2   Frequently a difficulty for me
- \_\_\_\_\_ My time is directed by factors beyond my control  
 \_\_\_\_\_ Interruptions  
 \_\_\_\_\_ Chronic overload—more to do than time available  
 \_\_\_\_\_ Occasional overload  
 \_\_\_\_\_ Chronic underload—too little to do in time available  
 \_\_\_\_\_ Occasional underload  
 \_\_\_\_\_ Alternating periods of overload and underload  
 \_\_\_\_\_ Disorganization of my time  
 \_\_\_\_\_ Procrastination  
 \_\_\_\_\_ Separating home, school, and work  
 \_\_\_\_\_ Transition from work or school to home  
 \_\_\_\_\_ Finding time for regular exercise  
 \_\_\_\_\_ Finding time for daily periods of relaxation  
 \_\_\_\_\_ Finding time for friendships  
 \_\_\_\_\_ Finding time for family  
 \_\_\_\_\_ Finding time for vacations  
 \_\_\_\_\_ Easily bored  
 \_\_\_\_\_ Saying “yes” when I later wish I had said “no”  
 \_\_\_\_\_ Feeling overwhelmed by large tasks over an extended period of time  
 \_\_\_\_\_ Avoiding important tasks by frittering away time on less important ones  
 \_\_\_\_\_ Feeling compelled to assume responsibilities in groups  
 \_\_\_\_\_ Unable to delegate because no one to delegate to  
 \_\_\_\_\_ My perfectionism creates delays  
 \_\_\_\_\_ I tend to leave tasks unfinished  
 \_\_\_\_\_ I have difficulty living with unfinished tasks  
 \_\_\_\_\_ Too many projects going at one time

(over)

**LAB A10-5** (continued)

- \_\_\_\_\_ Getting into time binds by trying to please others too often
- \_\_\_\_\_ I tend to hurry even when it's not necessary
- \_\_\_\_\_ Lose concentration while thinking about other things I have to do
- \_\_\_\_\_ Not enough time alone
- \_\_\_\_\_ Feel compelled to be punctual
- \_\_\_\_\_ Pressure related to deadlines

**Scoring**

- 0–9                Low difficulty with time-related stressors
- 10–19            Moderate difficulty with time-related stressors
- 20 or more       High difficulty with time-related stressors

Now go back and underline the five most significant time-related stressors for you. Identify two concrete strategies you can take to help relieve each of these key stressors.

Stressor 1: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

Stressor 2: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

Stressor 3: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

Stressor 4: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

Stressor 5: \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_