

1	As human beings, our perception of time has grown out	11
2	of a natural series of rhythms that are linked to daily,	22
3	monthly, and yearly cycles. No matter how much we live by	34
4	our wristwatches, our bodies and our lives will always be	46
5	somewhat influenced by an internal clock. What is of even	58
6	greater interest, however, are our perceptions of our usage	70
7	of time.	72
8	Rhythm and tempo are ways we relate to time, and both	83
9	are discerning features of a culture. In some cultures,	94
10	folks move very slowly; in others, they move quickly as the	106
11	norm. Mixing the two types may cause uneasiness. People may	118
12	have trouble relating to each other because they are not in	130
13	synchrony. To be synchronized with another person is to	141
14	move in step with the person.	147
15	In general, Americans move at a fast tempo, although	158
16	there are regional exceptions. In business meetings, people	170
17	tend to be impatient and want to resolve issues quickly.	181
18	They have been taught that it is best to come to the point	193
19	quickly and avoid vagueness. Because American business	204
20	works in a short time frame, prompt results are often of	215
21	more interest than building lasting relationships.	225
22	Time is the basic organizing system for events. Lead	236
23	time varies quite a bit from one culture to the next. When	248
24	you conduct business with people of other cultures, you	259
25	must know just how much advance time is required for each	271
26	event. For instance, many corporate executives schedule	282
27	their time months in advance. They may consider requests	293
28	at the last minute as poor planning.	300

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