

How to Solve Problems and Use Time

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I. Introduction.

A. In the study of warfare, great men have concluded there are some overriding principles that will always lead to success if followed or always lead to failure if neglected.

1. Maintenance of the objective.
2. Offensive action.
3. Concentration.
4. Mobility.
5. Security.
6. Surprise.
7. Cooperation.
8. Communication (logistics).
9. Economy of force.
10. Pursuit.

B. Two subjects: one dealing with how to solve a problem and one dealing with making use of time.

C. Many ask the speaker about what to do with life insurance. He tells them to first get a revelation from God about how long you are going to live. If you cannot do this, get a Scriptural conviction. If you cannot do this, you have to work it out in your own mind.

1. The first thing to do is to get a revelation. This happened in the Old Testament often.
2. The next thing to do is use your convictions.
3. You may have to use other resources - such as a sound mind. (2 Timothy 1:7)

II. How to solve a problem.

A. First isolate the problem.

1. We have a tendency to deal with symptoms.
2. Often the real problem is a deeper matter than outside things.

B. Find out what caused the problem.

C. Seek some possible solutions.

1. When using this approach nobody is permitted to comment on somebody else's solution. Otherwise you will stifle participation.
2. Foolish ideas will be self-apparent.
3. Solutions are not always permanent or complete, but they give you direction for the moment.

D. Principles.

1. Punishment and penalty take over when leadership fails.
2. Never make a rule you never plan on enforcing.
3. You test a workable solution through trial and error.
4. Leadership has its limitations, so sometimes punishment is necessary. But do not take the easy way out. The secret is in motivation.
5. Part of leadership is involving people.

III. How to best make use of time.

A. For revelation, some say you first can block out your day in 15-minute increments to see how much time you are wasting.

B. The secret: write down the six most important tasks you have for the next day. Work on the tasks in order until they are complete. Even if you do not finish them, you will have finished the most important ones.

1. This has to do with priorities.
2. A fool has been described as a man who has missed the proportion of things.
3. Jesus moved through life with a majestic tread.

C. The speaker's day is divided into three things: projects, routine and the unplanned.

1. If priorities do not get taken care of then other things do not get taken care of.
2. The answer to the problem is in the matter of objectives and times. You do a job until it is done.
3. The desire accomplished is sweet to the soul.
4. We get cluttered up with low priority and unsatisfying tasks.

D. Discussion.

1. Priorities and tasks can be reoriented if something comes up.
2. The way you determine what kind of man you are is by how you use your time. If you cannot get out of a place that you are doing second priority work, you need to get out of the position.
3. One of the reasons we do not have time is because of poor organization.
4. Meeting with people should be a high priority project.

Application questions.

1. What is the speaker's method for solving a problem? How does it work?

2. What are the two methods for using time more efficiently? Why does the speaker choose the latter in your estimation?

3. To what in your life do you see these two topics bringing the most immediate relief? How will you employ the methods explained?
