

**Time Management**

Code: 102562  
ECTS Credits: 6

Degree	Type	Year	Semester
2502443 Psychology	OT	4	2

**Contact**

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**Use of languages**

Principal working language: catalan (cat)  
Some groups entirely in English: No  
Some groups entirely in Catalan: Yes  
Some groups entirely in Spanish: No

**Other comments on languages**

All lectures will be in catalan.

**Prerequisites**

No previous requirements.

**Objectives and Contextualisation**

Time is not a specific stimulus that activates any sensory receptor and, nevertheless, it is still an explicit and implicit dimension of human behavior. The reality of time is only perceived by the change experienced by the different stimuli, such changes of location, texture, shape, etc. and the events that occur in the context. In spite of its ephemeral nature, time is a dimension with a broad interaction with many human and non-human behaviors.

The main goal of the subject is to describe, analyze and verify experimentally the incidence of time as an independent variable in behavior. From a cognitive perspective, it has been shown that behavior is not only developed in time but also structured by it. This has been verified in micro behaviors, such as a driver that avoids a car crash, as well as in social and organizational behaviors, without excluding perception, estimation and temporal experience. Different cultures have different attitudes and conceptualizations of time, despite having common underlying neurological and physiological structures related to temporality.

On the other hand, different types of behavior show different cycles of activation and execution of tasks throughout the day, which allows to determine what is the optimal time to perform certain activities. Chronobiology and Chronopsychology study these aspects, which are of great importance in the direct application in the labor field (work shifts, labor satisfaction, performance, etc.). Orientation and Temporal Perspective towards the past, present or future exert an important influence on the every day behavior, to the point that psychologists have this orientation as an indicator of psychological well-being and training to overcome the difficulties of life, while allowing to predict behavior and to determine what type of work an individual can best develop.

An optimal time management should consist on organising the activities to be developed within time, in order to achieve the proposed objectives and goals.

## **Content**

Cultural anthropology and time. Time and behavior. Brief history of the measurement of time. Temporal regulation: chronobiology and chronopsychology. The perception of time: estimation and temporal experience. Quantitative and qualitative study time perception. The development and acquisition of the notion of time. Domain/control - or time management: Orientation and Temporal perspective. Time planning. Applications in the field of work, health and organizations.