

Candidate evidence

Candidate 1- Everyday Life

Part 1 — Everyday Life

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Read the task below and write your answer on the lined answer sheets below and on pages 03 and 04.

You write a popular lifestyle blog. This week, your topic is 'Top tips for managing your time'.

Write your blog post on this topic.

You should include some or all of the following points:

- planning ahead
- being tidy
- grouping tasks
- online shopping
- social media.

You may also add your own ideas.

You should write approximately 200–250 words.

TIME FOR A PLAN
In today's modern world, where everything is in constant rush, we tend to often overlooked, forget how important is to actually have time for ourselves. How we plan and manage our time is crucial in our busy lifestyle.
For the last four weeks I've tried to be as organized as I could possibly be. I've planned my ^{daily} task my with

attention to every possibility that may occur during my day. ^{to}
~~When over time~~ ~~tips~~ During this process I've managed to write a simple notes and with ideas that developed during last month. Here are some of thoughts, opinions and tips about managing, planning ~~planning~~ our time.

- 'Planning ahead is your best friend.'

When it comes to pre-organized my daily schedule, I find it very helpful to always be 'a head', thanks to that skill, ~~the~~ I was not only able to do all task from my daily list, but also to have more time for myself, friends, family.

- 'Online shopping can actually save your time.'

Instead of doing shopping physically in the shopping centre which I've chosen online shopping with a home delivery. This solution has not only

saved my time, but also I've spend less money on groceries - I bought only items from the list, while when buying in the shop physically we're often distracted by sales, offers and we buy more.

- Tidiness and grouping task ~~helped~~ ^{help} - your way of having extra time for things that you really want to do.

I tried to be super-tidy and organised, which I must confess isn't my strongest power. Thanks to this solution I actually ~~now~~ found the time to finally book a visit to a spa. It was so relaxing, I had really great time!

§ Having a good plan is always your ~~best~~ ^{great} idea. So plan as much as you can, be organized and thanks ~~to your~~ ^{to your skills} you will gain ~~an~~ the opportunity to actually have time just for you!