

A Biblical Approach to Priorities and Time Management

A Bible Study & Personal Growth Assignment on Time Management

(Adapted from Robert D. Jones)

“So teach us to number our days that we may get a heart of wisdom.” — **Psalm 90:12**

Purpose

This assignment will help you identify God’s priorities for your life and evaluate how you are using your time in light of those priorities.

The Five Key Areas of Life

Area	Biblical Focus
Personal Life	Your walk with God, spiritual growth, character, and purity.
Church Life	Serving, worshiping, and growing with your local church family.
Family Life	Relationships with spouse, children, and extended family.
Work Life	Diligence, honesty, and Christlike witness in your job or daily labor.
Community Life	Relationships and witness in society; love for neighbors and civic responsibility.

Step One: Study & Observe

Choose one or more areas to focus on this week.

Read the corresponding Bible passages and **list the key commands or principles** you discover.

(Leave space for Step Two below each command.)

Life Area	Scripture Passages
Personal	Ephesians 4:17–5:18; 6:10–18; 1 Peter 2:11–12; Colossians 3:1–11; Romans 12:1–2; Galatians 5:16–26
Church	Ephesians 4:1–16; 5:19–20; 1 Peter 4:7–11; 3:8; 5:1–5; Colossians 3:12–17; Romans 12:3–21; 14:1–23; Galatians 5:13–6:2

Life Area	Scripture Passages
Family	Genesis 2:18–24; Ephesians 5:22–6:4; Colossians 3:18–21; 1 Peter 3:1–7; Proverbs 22:6; Deuteronomy 6:4–25; 1 Timothy 5:8
Work	Ephesians 6:5–9; 1 Peter 2:18–25; Colossians 3:22–4:1; 1 Thessalonians 4:9–12; 2 Thessalonians 3:6–15
Community	1 Peter 2:13–17; 3:9–12; Colossians 4:5–6; Romans 12:12–21; 13:1–14

Step One Example (Personal Life)

Command or Principle	Scripture Reference
“Walk by the Spirit.”	Galatians 5:16
“Be renewed in the spirit of your mind.”	Ephesians 4:23
“Put off the old self, put on the new self.”	Colossians 3:9–10

Step Two: Apply Specifically

Under each command you listed, write **specific, practical ways** to obey that command in your current life situation.

(Aim for clarity—think in terms of daily habits, time use, and priorities.)

Example:

- Command: *Walk by the Spirit* (Galatians 5:16)
Practical activities:
 - Begin each morning with prayer and Scripture before checking my phone.
 - Memorize Galatians 5:22–23 to meditate on the fruit of the Spirit.
 - Pause midday for 5 minutes to pray over my attitude and choices.

Step Three: Plan and Practice

Select **2–3 specific activities** from Step Two to implement this week. Record them below, and **schedule** when and how you will do them.

Activity When/How I Will Do It Check When Completed

1. ☐
2. ☐
3. ☐

Reflection Questions

1. Which of the five life areas tends to dominate your time and attention?
2. Which area might be neglected or need greater biblical balance?
3. How can better understanding God's priorities help you use your time wisely?
4. How does the gospel shape your motivation for managing time (see Colossians 3:23–24)?

Closing Verse for Meditation

“Look carefully then how you walk, not as unwise but as wise, making the best use of the time, because the days are evil.”

— **Ephesians 5:15–16**