

## **Eat That Frog - Reading Tasks**

### True or False

- 1 The book "Eat That Frog!" is about improving cooking skills.
- 2 Brian Tracy suggests doing the hardest task first thing in the morning.
- 3 Good time management can help reduce stress.
- 4 The SMART method helps in setting clear and achievable goals.
- 5 Procrastination means completing tasks quickly.

### Multiple Choice Questions

#### **1 What is the main idea of the book "Eat That Frog!"?**

- A To help people become more organized
- B To teach people how to manage their time better
- C To motivate people to start their day early
- D To provide tips on how to achieve one's goals

#### **2 What does the phrase "eat that frog" mean?**

- A Completing the most important task first
- B Eating a healthy breakfast
- C Overcoming procrastination
- D Facing your fears

#### **3 What is the purpose of setting SMART goals?**

- A To make goals more challenging
- B To help people track their progress
- C To encourage people to set multiple goals
- D To ensure goals are realistic

#### **4 Which of these is not a tip to avoid procrastination?**

- A Breaking down tasks into smaller steps
- B Removing distractions while working

- C Rewarding yourself after completing a task
- D Prioritizing tasks based on their difficulty

### **5 What is the main benefit of good time management?**

- A Feeling less stressed
- B Getting more done in less time
- C Spending more time with family and friends
- D All of the above

### Discussion Questions

- 1** Do you often feel like you have too much to do?
- 2** What is your biggest challenge when trying to finish tasks?
- 3** How do you plan your day or week?
- 4** Have you ever set a goal for yourself? What was it?
- 5** What helps you stay focused on your work?
- 6** Do you think it's easy or hard to manage time well?
- 7** How do you feel when you complete a task?
- 8** What do you do when you feel overwhelmed with work?
- 9** Can you share a time when you procrastinated?
- 10** What rewards do you give yourself after finishing something important?