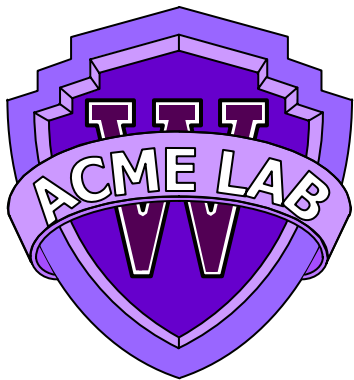


The Time Management Freak Show

I want to show them there really are people like you



Scott Hauck

Electrical Engineering

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Deadlines aren't a challenge...

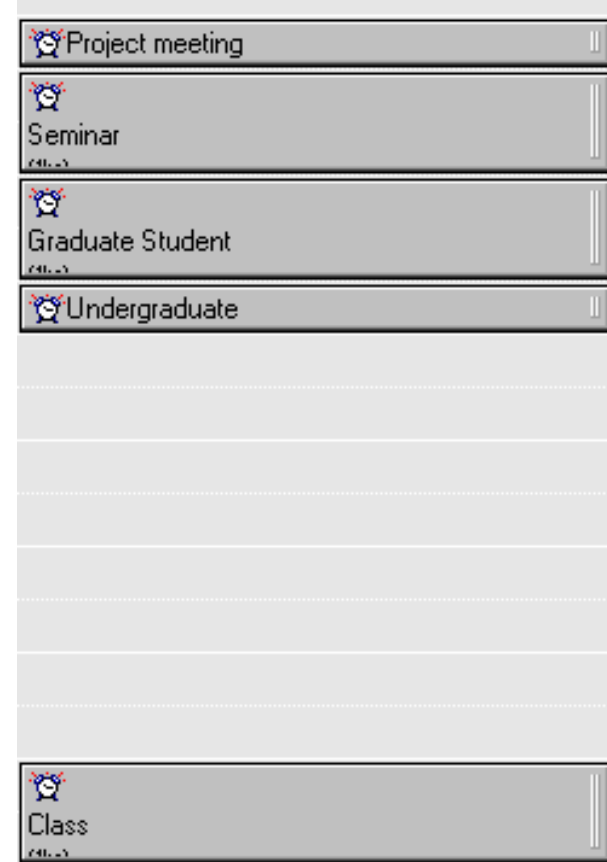
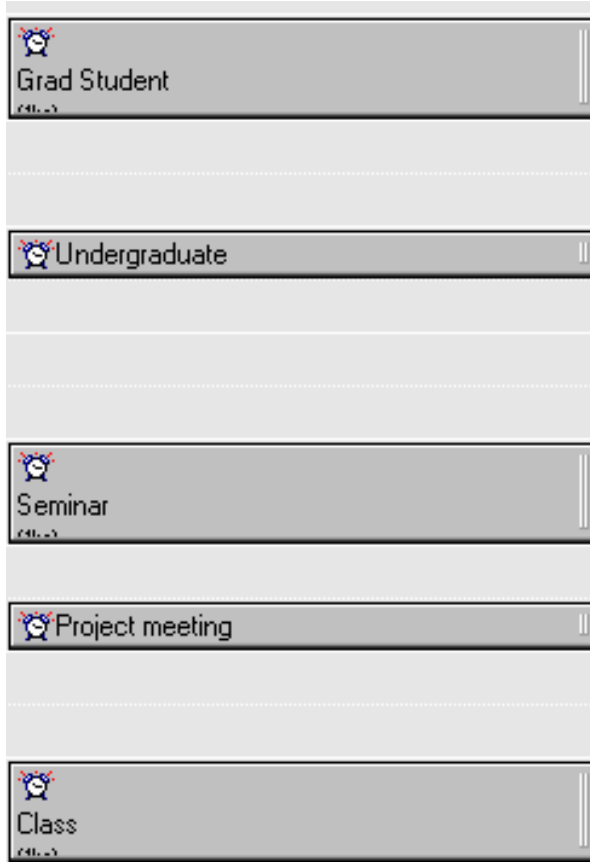
- **It works: DARPA 1996**



- **Get yourself 3 weeks ahead, then stay there**
 - **Day in, day out**
 - **Worry about deadlines a couple weeks in advance**

Scheduling: The 15 minute dead zone

- 15 minutes before, 15 minutes after
- Big blocks of time



Idea: Pschedule Psychology

- Not a morning person:

Preschool (2hr)	Quaterlies (Akshay Sharma) (3hr)	Katherine Compton	Ken Eguro	Floaters
		Kim	Mike Haselman	Mike Beauchamp
			Faculty Meeting (403) (1hr 30min)	RAPID (CSE 678)
				590G (M406)
Shawn Phillips				
ACME Seminar (303)				
Mark Holland	Martinosi Talk (EE-105)			Dr. Lee, 1G
			Chair Search: Loew 355 (1hr 30min)	TGIF (Atrium)

- Anxious by Wednesday:

Devin Fujimoto	Eve & Richard	Akshay's Quarterly Meeting (2hr)	Preschool (2hr)
Katherine Compton	Curriculum (EE1-243/Howard)		
Brigette Huang			
Rapid (322) (1hr 30min)			
Todd Owen	590G (M406)		
Mark Chang	ACME Seminar (303)		
Mark Holland	Faculty Meeting (003)		
Kim Motonaga	Verilog		
	Ken Eguro		
	Shawn Phillips		

Idea: Rebalance student meetings

- **I was taught: 1hour per student per week**
 - 15 minutes of personal
 - 20 minutes of research for that week
 - Leave 25 minutes early...
- **Idea:**
 - 1/2 hour weekly meetings
 - “How’s life?”
 - “How’s classes?”
 - “What have you done for research this week?”
 - “What will you do next week?”
 - 2-3 hour quarterly review
 - “Why are you doing this project” – elevator talk
 - “What have you done IN DETAIL” – project review
 - “What goals are you heading towards” – the papers
 - “What is your schedule”

Win-win Scenario

- **Utilizing students:**
 - **Will the student learn to be a better professor/researcher from this?**
 - Review papers for conferences
 - Proofread other student's papers
 - Supervise undergraduates
 - Supervise graduate students
 - Write papers
 - Write grant applications
 - Teach lectures in their topic area
 - **Is it their fair share of organizing/running the group?**
 - Run lab seminars
 - Maintain the computers
 - Make travel reservations for themselves and people travelling with them.
 - **Exploitation**
 - RAs grading homework
 - Teaching your entire class
 - Making your (solo) travel reservations
 - Wash your car...

Teaching: plan for reuse

- **Prepping lectures**
 - **Half-full Powerpoint**
 - **Worked out examples**
 - **Start of class examples**
- **Design Projects**
 - **Two at once**
- **Picking classes**
 - **One-shot grad seminar**
 - **Bi-yearly grad class**
 - **Every quarter undergrad**

Assembly Language

Readings: 3.1-3.5,3.7-3.8,3.11 (+3.12-3.15)
A.10

Assembly language

Simple, regular instructions – building blocks of C & other languages
Typically one-to-one mapping to machine language

Our goal

Understand the basics of assembly language
Help figure out what the processor needs to be able to do

Not our goal to teach complete assembly/machine language programming

Review Problem 12

❖ Perform the following binary computations.

$$\begin{array}{r} 1\ 0\ 1\ 1\ 0 \\ +\ 0\ 0\ 1\ 1\ 1 \\ \hline 1\ 1\ 1\ 0\ 1 \end{array}$$

$$\begin{array}{r} 1\ 0\ 0\ 1 \\ -\ 0\ 0\ 1\ 1 \\ \hline \end{array}$$

$$\begin{array}{r} 1\ 0\ 0\ 1 \\ +\ 1\ 1\ 0\ 1 \\ \hline \text{Overflow } 0\ 1\ 1\ 0 \end{array}$$

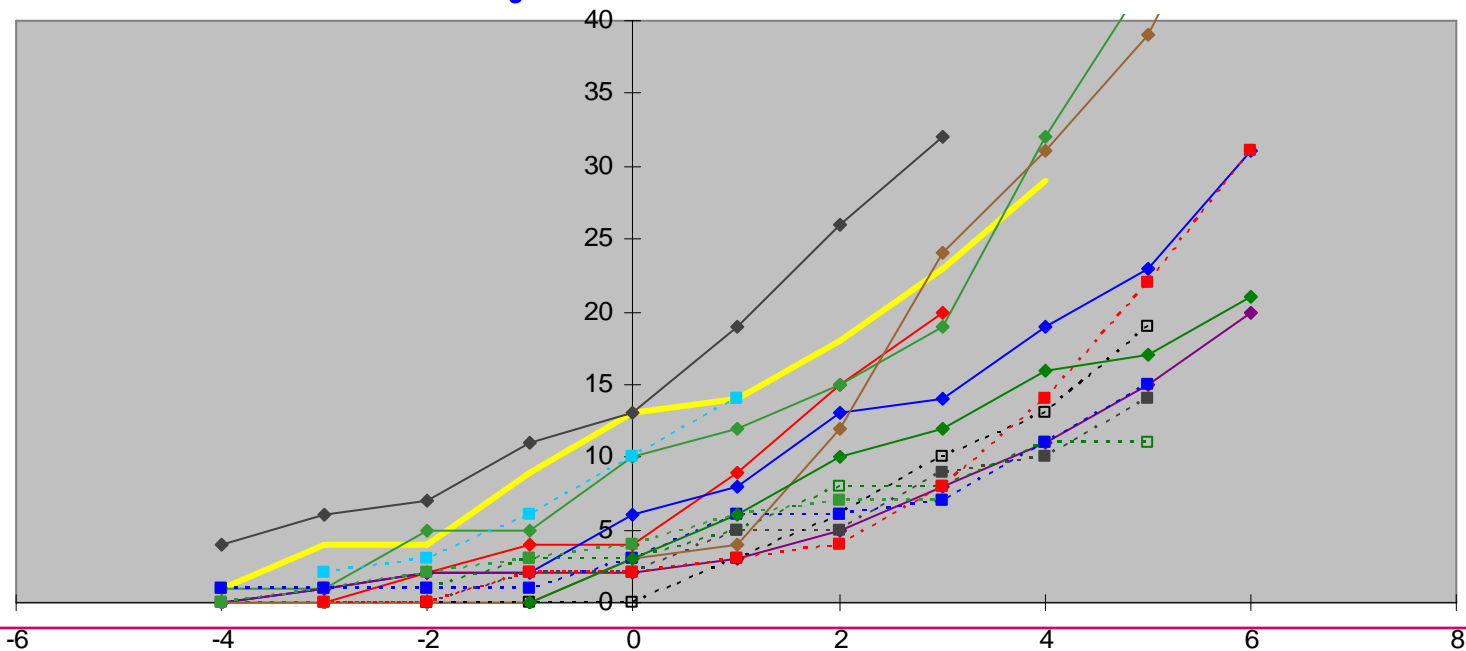
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Slide 52: Overflows

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Setting Goals

- **What do you HAVE to do?**
 - Check out the competition:
 - Not all quantifiable, but quantify what you can.
 - Research, Teaching, Service
- **What do I want to do?**
- **The rest? Just say no...**



The Good Stuff

- **Give yourself permission to have fun**
 - ½ day each week to take my son to coop preschool
 - Lab trips to movies, skiing, amusement park, ...
 - Vacations - Spring break, Winter break, beginning & end of summer.