



Couch Potato

This student finds one of the couches in Rudder Tower a comfortable place to relax between classes. A number of students take advantage of the sofas on the second and third floors to catch a few winks before hitting the books again.

Battalion File Photo

Careful organization key to finishing tasks, meeting deadlines

NEW YORK (AP) — Many people just can't seem to get everything done in one day. They may sometimes feel overwhelmed by the tasks at hand.

If you're one of those people, Entrepreneur magazine offers some practical suggestions for making the most of your time:

- Keep an ongoing list of projects.

Experts say making a schedule of projects — and then sticking to it — is the best way to be in control of your time.

- Utilize day calendars. Indicate those activities that will or should take place at a specific time, including those that can be done during the week.

Keep track of your activities, but remember to maintain some flexibility in your schedule and to allow time for unexpected events. Setting aside time for yourself also is important.

- Establish priorities. This can be done according to the purpose of

the project, its benefit to you and the project's deadline.

Experts say one way to make sure each project is accomplished is to save the more enjoyable ones as rewards for progress made on others.

- Eliminate time-wasters. Make a list of those things that waste your time, such as incompetent staff, procrastination and unnecessary telephone calls.

Remember, good work habits are important.

Divide each piece of paper that comes across your desk into one of four categories: "To Do," "To Pay," "To Read" and "To File." Put all the papers in corresponding stackable wire baskets. Then, schedule time to go through these baskets before the piles become overwhelming.

Your work place also can be better organized by ordering supplies in adequate quantities and making sure pens, pads and important telephone numbers are within easy reach.

One final suggestion: At the end of the day, spend 10 minutes cleaning up.

Students say blue jeans, sweats, oversized sweaters 'in' for this fall's fashion look

(AP) — Oversized sweaters, blue jeans and sweats are "in" for the nation's college campuses this fall, according to a national poll. Wide ties, neon colors, painter's pants and torn-neck T-shirts are "out."

Sunglasses were named as the accessory most essential to the collegiate wardrobe, while ties ranked as the least essential in a personal-interview survey of 1,000 students on 25 campuses.

The poll, conducted by the Roper Orga-

nization for Levi Strauss & Co., also indicated men like to see women in miniskirts or tight blue jeans, while women like to see men in khaki trousers, shorts, baggy blue jeans or business suits.

Other results included:

- More than three-fourths of students say their friends have the strongest influence on the style and type of clothes they wear.

- Vocalist Whitney Houston is the most

admired female music star for her taste in fashion, and David Bowie is the most admired male.

- Blue jeans are worn 56 percent of the time by most students, and 73 percent prefer their jeans to be faded and worn.

Students ranked bright colors as the most popular on campus (53 percent), with pastels a distant second (32 percent), followed by earth tones (27 percent), all-black (26 percent) and Hawaiian prints (24

percent). But there were regional differences in color and pattern preferences.

Students in the Northeast liked the all-black look, those in the Midwest preferred Hawaiian prints, and paisley patterns were popular in the South. Polka dots were the least popular pattern nationwide.

According to the survey, Whitney Houston was the choice of 21 percent as the best-dressed female music star, followed

by Belinda Carlisle (16 percent) and Sade (9 percent). Tied with 6 percent each were Susanna Hoffs, Janet Jackson and Madonna.

David Bowie drew 15 percent of the vote for the male music star most admired for his taste in fashion, followed by Bruce Springsteen (13 percent), Huey Lewis (11 percent), Sting (9 percent) and Robert Palmer (8 percent). Tied with 6 percent each were Peter Gabriel and Lionel Richie.

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