

Foreword

Time is not a renewable resource; once a minute is gone, you can never get it back to use again. In this busy world of global teams, multi-tasking, sleep deprivation, and families with two working parents, time management is at least as important to success and happiness as money management.

Dr. Dezhi Wu's book reviews how time is "socially constructed" in the form of "temporal structures" as well as tied to the "clock," or the physical basis of rotation of the earth. For instance, one temporal structure for managing time is the "weekday" for working vs. the "weekend" for other activities. It then presents detailed results of a large survey of academics: faculty, staff and students. Finally it suggests how new tools could be built to better support the time management needs of professionals by more extensively incorporating awareness of temporal structures.

The focus of this work is to provide solid evidence that can be used to design better electronic calendar systems that support the creation and sharing of organizational temporal structures, both as a knowledge capture for the organization and as a handy tool for improving personal time management. This empirical evidence consists of two sets of intensive field interviews with busy professionals and a large survey with over 700 subjects. The study findings demonstrate a real need for improving current electronic calendar systems through incorporating temporal structure features.

This is a new Human-Computer Interaction (HCI) research field, which uncovers important findings about temporal structures and people's perception and use of time in organizations. It represents a contribution to HCI in that it pursues a new and different approach to the impact external temporal structures may have on personal productivity, and how systems may be designed to capitalize on these findings in order to improve time management and productivity.

This book should be of interest to a variety of audiences:

- Professionals, particularly academics, can learn about successful time management strategies.
- Researchers interested in time management will find new measures and valuable results to inform their future research.
- Information Systems designers will find many suggestions for new types of calendaring and time management features that could improve the value and marketability of new software to support individual, group and organizational time management.

I enjoyed working with Dezhi Wu and trust that you will both enjoy and learn from her results.

Starr Roxanne Hiltz

Distinguished Professor (Emerita), Information Systems Department, New Jersey Institute of Technology, and 2008-2009 Fulbright/ University of Salzburg Distinguished Professor of Communication and Media

Starr Roxanne Hiltz is Distinguished Professor Emerita, Department of Information Systems, College of Computing Sciences, New Jersey Institute of Technology. For 2008-2009 she is scheduled to be Fulbright-University of Salzburg Distinguished Chair in Communications and Media. A sociologist by training (Ph.D. Columbia, 1969), she has spent most of the last thirty years engaged in research on applications and social impacts of computer technology, publishing widely in journals including *JMIS*, *Communications of the ACM*, and *IEEE Transactions*. Her research interests currently include Group Support Systems, Asynchronous Learning Networks, Human-Computer Interaction, and Pervasive Computing. Her most recent book, co-edited with Ricki Goldman, is *Learning Together Online: Research on Asynchronous Learning Networks* (Erlbaum, 2005). Contact her at hiltz@njit.edu.