



2 HOW LONG WILL IT TAKE?

Estimate the overall time it would take to do one of the following.

- Plan and have a birthday party for 20 people.
- Train for, and run, a marathon.
- Build a scale model of your bedroom, including all the furniture.

You will need to break the task down into many smaller tasks.

Example: To plan and have a birthday party for 20 people you need to do these:



- Decide the date of the party, allowing enough time to do the tasks leading up to the party.
- Plan the menu for the party.
- Estimate how much food to buy and when you need to buy it.
- Buy the food.
- Design/buy invitations.
- Write and send invitations at least a week before the party, and so on.

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