

Time

Timeliness

Time can either be your enemy or your friend. Issues of timeliness and time management are constant problems for both American and International students. Timeliness has been one of the customs to which International students have had trouble adjusting. However the American work ethic is based on showing up to your job on time. Being on time not only shows punctuality, it shows the party you are meeting that you are considerate of their time. By practicing punctuality, you can show those you interact with that you are a responsible and professional adult.

In regards to time, people may be either early, on time, or in some cases late. Always call your party if you are running late. In some countries, it is acceptable to plan a meeting for 12:00 noon and not arrive until 3:00 pm and not be considered late. In the United States, you will be considered late, extremely rude, and the other party will be gone.

There are several situations you should know about in regards punctuality, including:

- Class – on time or a little early
- Appointments – On time
- Job Interview – Early
- Lunch with friends – On time or a few minutes late

- Dinner at a friends house – Never early, unless it is requested, but can be a few minutes late
- Dinner at a restaurant – On time or a few minutes late
- Party anywhere – Flexible arrival and departure time.

The above guide shows you ways timeliness is put into practice. Be sure to remember the importance of punctuality. If all else fails, arrive five minutes early.

Keeping track of time

There is a one hour time difference from one time zone to the next. Therefore, Mountain is one hour ahead of Pacific, Central is one hour ahead of Mountain, and so on.

- Pacific – The West Coast states and Hawaii
- Mountain – Western and Southwestern states like Arizona
- Central – Central and Midwestern states like Texas and Oklahoma
- Eastern – East Coast states such as New York and Georgia

Daylight Savings Time

The United States follows a Standard/Daylight Savings Time system. We change our time during Spring/Summer (March through October) to gain one hour of daylight. This gives you more sunlight in the mornings. This period is referred to

as Daylight Savings Time. The remainder of the year, we switch back to natural, or "standard" time. During this time, there may be some mornings when you are awake before the sun rises. Thus, every year, you lose an hour in the Spring and gain an hour in the Fall. In order to remember when to set your clocks, remember the phrase "Spring forward; Fall back."

Internet Resources for International Time Zones

One problem many International students encounter living in the United States is knowing the correct time to call home. With some students living hours behind their home countries, it may be confusing figuring out exactly when to call home. Fortunately, there is a great website that can ease the confusion.

[World Times](#)

[World Time Server](#)

Both of the above websites offer free calculations of time difference in more than twenty countries. These websites can serve as an invaluable resource for the student looking to find the right time to call home.