

中心：\_\_\_\_\_

姓名：\_\_\_\_\_

### 1111003 大專院校畢業生 中翻英短文翻譯 題目

對忙碌的人來說，要記錄生活可能有困難。有時候我們有這麼多事要做以致於忽略了大局。最近有一個叫作子彈筆記術(bullet journaling)的新整理術幫助許多人解決了這個問題。子彈筆記基本上是由好幾個部分組成的筆記本，用來記錄一個人的待辦事項、經驗、長期計劃以及任何其他記錄。這些記錄是用圓點條列的形式(bullet-point form)而非長篇段落寫成。

記錄 keep track of      大局 the big picture      由...組成 consist of

待辦事項 to-do item(s)      長期的 long-term

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For busy people, life can be difficult to keep track of. Sometimes we have so many things to do that we lose sight of the big picture. Recently, a new method of organizing called bullet journaling has helped many solve this problem. A bullet journal is basically a notebook that consists of multiple sections for recording one's to-do items, experiences, long-term projects, and any other notes. The notes are written in bullet-point form rather than long paragraphs.