

I HAVE 25 HOURS A DAY: THE SMART WAY TO CREATE MORE TIME by Mohd Daud Bakar. Printed by IWC Sdn. Bhd. 2017. Page 220. ISBN 978-967-13789-8-4-6.

The book entitled "I Have 25 Hours a Day, The Smart Way To Create More Time" is a masterpiece by Dr. Mohd Daud Bakar, the greatest syari'ah scholar in Malaysia and the world. He has vast experience and has contributed enormously towards the global Islamic Finance sector for nearly two decades. This book was written based on his real experiences as a global Islamic Finance advisor. In this book, the author discusses and describes easy and effective guidelines on how to generate an extra hour a day and an extra day in a week and is not specific to only readers of the syari'ah background. This book contains 8 main chapters including an introduction and a conclusion. Generally, each chapter defines systematic time management and the author cleverly uses his writing skills to captivate readers' attention through his realistic concepts of ideas on extra time.

At the beginning of the first chapter, the author shares his diary as a syari'ah scholar and assures readers that he is not manage his busy 24 hour times but instead it is effort to create lot of time. That makes him has more hours. The author emphasizes in this chapter, even though with their heavy daily work load a syariah mind's will never stop thinking as it is one of the exercise for his brain or intellectual. It can be consider as one of way to prepare his mind to be always contented. What is interesting about this first chapter is that he deals with short-term management and leverages on various tasks in different countries from 1st to 14th December 2015.

The author has his own philosophy that a unit of time can generate additional time with different "periods" and "spaces" for two people. Though time is God's creation, but people as caliphs have to deal with the likes of water, land, minerals, the moon, the sun, and the universe. On the other hand, as recorded in surah al-'Asr, time can cause loses to humans. The author develops his philosophy of thoughts by providing an analogy on the creation of the sun, where solar heat can be transformed into an alternative source of energy and as such, the creation of time will be useful when it is fully generated.

In chapter two, the author addresses the question of the close relationship between *insan*, soul and death. The death of a person will not be delayed even for a second; it reminds a person of the use of time in the fullest possible way during his or her life. Some analogies are also linked to the definition of time in which the author refers to the passport page where time is stamped on it for a trip of worldwide success. As such, time can be interpreted as a capsule of life, too. Due to his challenging daily diary as a Syari'ah Global Advisor, this analogy is very close to the author. Then, the reader is asked to think about the mystery of time creation in the *alam barzakh*, and no one knows it except Allah *Subhanahu Wa Ta'ala*.

The definition of time is one of the sub-topics covered in this chapter. According to the author, the meaning of real-time has not been precisely defined even by Benjamin Franklin nor the Arabic or Malay proverb. Prophet Muhammad S.A.W is the only one who understands the secret/s of time development as recorded in the events during *Israk wa Mikraj*. However, the author endeavors to visualize time as a "living organism" which senses its motion. He also adds that time, like a king should not be too strict and it should be interacting with flexible minds and good personalities. Time also is like a double-edged sword. It could be dangerous or beneficial to you. Thus, time is always a mystery surrounded

by physics and atoms. The author expresses his personal view that it would be adequate guidance for Muslims even if the Qur'an does not contain any section about time other than the Surah al-‘Asr. At the end of this chapter, the author refutes the argument that those who have not effectively planned their time are the result of time discrimination on them. As a result, time has become a victim of their miserable destiny.

Chapter three discusses about "My Diary and Time Values Chain". Initially, the author responds to the negative criticism and poor public perception over Syari'ah Scholars abilities to undertake various tasks simultaneously. There is no doubt about this – this is like a specialist doctor solving problems and providing the best solution/s by just reviewing present and past medical reports or through examining the physical condition/s of the patient. In order to achieve excellence, each person must focus on things one can accomplish, think about established things and void difficult people with complex mind or attitude. In this section, the author shares some significant tips on how to produce 25 hours in a day. Booking your own flight ticket without relying on travel consultants, taking advantage of less productive time by boarding at night or in the early evening, knowing the complexities of aviation and management facilities, selecting the best seat, transforming the airport into an office or mini-library, using “air supervision” and “bird’s eye view”, meeting at the airport before immigration check-ups or transit of passengers, and preparations for bureaucracy are good examples on how this could be achieved.

The next chapter (chapter four) is "How Is It Possible To Create Time in Your Professional Life." The author emphasizes once again that a syari'ah scholar needs to be flexible and time units must be broken down into smaller units. A “predicting ability” approach is used for planning activities, so that the concept is fresh and positive when it comes to moment. This approach works and the author explains it in his first book, "Syari'ah Minds in Islamic Finance," where the idea of this book was created. This technique is supported by many facts. For example in 2009 at the University of British Columbia, studies indicated that the components of the brain that solve complicated issues are genuinely active and functional. Similarly, the author associates this technique's effectiveness with studies supported by data from Magnetic Resonance Imaging (MRI).

Readers are encouraged to make the best use of this strategy and to be creative at all times. The author points out that an excellent English mathematician can solve difficult issues and problems in the early morning, because in that time full with new inspirations and innovations. A syari'ah scholar needs to be more advance or at least be able to catch-up with the communication technologies that evolve quickly. A new product will soon be followed by a better product resulting from innovative research and development (R&D). In this chapter, some useful tips were shared with readers for them to work diligently and prepare tasks early, be intelligent and time-efficient in conferences, think critically, and be creative in generating powerful innovations in comfortable space in the office. Furthermore, each syari'ah scholar must have a positive attitude and looks forward for a better outcomes. He also argues that Nelson Mandela was wrong in his administration since he could not change his country for the better. Moreover, when he took over the South African regime without a clear vision caused the country bankrupt.

Chapter five discusses about “Why Some Personalities Produce a Shining Resume and Others Don't?” In this section, the author presents his own thoughts to evaluate a person's performance in order to attain achievement based on input and output. Both are very

important for the author and Jim Collins supports this hypothesis through his book "Good To Great." Every person needs to change from being good to be the greatest. The next sub-topic explains a strategy called "*diam-diam ubi*" and is used for thinking and providing alternatives to common issues. For busy individuals, this approach is particularly essential; while driving, walking, eating, speaking, relaxing and even 40,000 feet in the blue sky you can create significant ideas. Besides that, the author adds on the possibility of applying the "Interceptionist approach" strategy to create extra time. This approach is certainly good for both sides and is meant to provide feedback to clients with the correct responses, and does not distort them into demanding their next feedback.

A syari'ah scholar is very busy and his/her time is limited. The author therefore, advises on how to organize a meeting within only 30 minutes, so that everyone can play their roles effectively before discussion takes place. In addition, the author stresses that the priority of a task needs to be determined skillfully to make sure that the "value chain" is always in order. Based on the personal experience of the author, almost 50 percent of the solutions for the daily activities routine can be thought of and expected. However the prediction ability only it's not enough, a syariah should have a well prepared minds to be able to produce solutions or ideas to manage the situation. On the other side, they should possess problem-solving skills. Moreover, an hour's exercise in the morning is also one of the main variables that can enhance stability of emotions and generate a productive mind. The capacity of syari'ah scholars in Islamic Finance must be fully utilized with the advancement of technology to generate an innovative system supported by artificial intelligence (AI).

Chapter six discusses on "Impacts Measurement of Time." According to the author, there are no specific tips on how to avoid time wasting but he tried to give an ideal definition for this. From his perspective, the failure to manage the "right time" in order "to do the right job" is actually a waste of time. Furthermore, "micro management" is one of the productive and meticulous methods that can be applied when we plan our time. In this case, the authors uses the term "brilliant paradigm" for those who know how to manage their time effectively and leverage their "synthetic time". In self-motivation, various elements of nature are associated with human beings. Humans are based on carbon instead of steel, created from soil (biological desire) and spirit (belief and values). Therefore, to create extra time and become a role model for society, these two components must be encouraged at all times. This is because a syari'ah scholar must feel the pulse of all segments of society; feel their sufferings and their happiness. This is supported by Roman Krznaric in his book entitled "Empathy" saying that the elements of sympathy need to be highlighted to create a harmonious society. The author strongly decline Sigmund Freud's and his supporter's views that people are naturally individualistic.

In the next chapter, the author raised the question of "25 Hours a Day - a Myth or Reality?" With an easy practical example, this issue was answered wisely by the author to decrease the stress and to generate maximum productivity. For example, responding to a client's email is best done early in the morning. Moreover, this medium is more relaxing than attending meeting that usually take longer time. The next tip is to not read heavy materials before going to bed. This is because of the physical and mental tiredness being on the job or because of jet lag caused by lengthy flight times. Extra time can be generated by simply reading relaxing things, or thinking of a job to do on the next day. In addition, new ideas can be generated and implemented effectively over the long journey once they reach their destination.

The last chapter is chapter eight entitled "How to Start a 'Better' Tomorrow". Everyone must always be motivated to stay productive. So, the author recommends that a daily routine activity should be re-evaluated to generate various time units like a mother's daily routine; cleaning, cooking, washing clothes and caring for children. It is interesting to note that the writer is clever in encouraging readers to keep up with time-management when using the term "audit time". It means, executing certain tasks at the right time such as gathering water resources for a long journey in preparation for desert trips. Moreover, sometimes at a critical moment, it even sacrifices a few more things to gain an extra hour a day. The author warns readers not to delay a job; otherwise the sacrifice at the critical moment is like "*seppuku*", "*harakiri*" or "*kamikaze*".

According to the author's opinion, a syari'ah scholar needs to have new personalities and skills every day, regardless of how small or significant the skills are. Though the author highlights a lot of smart ideas to create extra time, the concept of working on weekends is less flexible, since time allocated for the family is necessary. In the next sub topic, the author shares his experience on how to stay energetic after a long flight trip. For instance, choose a book and try to read your favorite inspiring chapter when you are arrived at your last destination, or keep writing casually or planning your personal diary for the next month.

At the end of this book, the author stresses all readers to manage their time wisely because it is a secret for all the syari'ah scholars' achievement. Author has been strongly emphasize to the readers to make 'time' as their good friend. Therefore, 'time' will definitely not be your enemy anymore. The second enemy for some people is giving excuses, and the author advises readers avoid this bad habit. Although some ideas cannot be realized, what is most important is the strong belief and determination in generating extra time.

The book "I Have 25 Hours A Day: The Smart Way To Create More Time" has been written by Dr. Mohd Daud Bakar in a very interesting approach and simple language that is ~~easier~~ easy for readers to understand. Hopefully, this book provides useful information and some significant formulas for all readers on how to plan their time based on the actual results shared by the author in this book.

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