

Leadership Training

# Time Management and Leading Effective Meetings

În persoană

In this one-day workshop, we will focus on how we can better manage our time and also explore techniques to make our meetings more productive and engaging.

## **Ce vei învăța**

In this workshop, you will discover where your time is spent.

## **De ce îți dorești să înveți**

With a clear picture of where time gets lost, you can see where you can improve.

## **Cum te va ajuta**

You will review specific tools and approaches to help you stay on target, increase productivity, and get better results in work and in life.