

Time and Personal Productivity Masterclass

Successful management of time has little to do with managing time. Time is a fixed commodity and therefore, unmanageable. Activity and attention are finite resources that can be influenced and successfully controlled by the manager... if only they knew how. This is where enhanced productivity and freedom from the tyranny of the 24 hour workplace resides.

Paul Fox

This extremely powerful, practical and thought provoking seminar has been received with acclaim from hundreds of construction industry professionals. The average score out of ten for the practical impact of this session is 9.1.

It has been researched, designed and road tested via 1,000's of hours in conversation with busy and successful executives to address:

- Ever increasing workloads and diminishing returns
- Relentless 'pressure to say yes' to added responsibility's
- The view that email is now more of a burden than a help for many of us
- The deluge of interruptions and unplanned activity
- An answer to the strengths versus weaknesses conundrum (should I allocate resource to fixing my weaknesses or strengthening my strengths?)

The Outcomes:

- 100% clarity on where you should devote your energy and resources in the pursuit of productivity and balance
- A simple system for managing activity and tasks
- A simple system for regaining control of your email inbox – permanently
- Strategies for staying on track with your responsibilities and finishing your work – every day
- Strategies for handling interruptions and the unplanned
- Liberation and insight into how to strengthen your strengths and delegate your weaknesses

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"The most useful course I have attended in five years"

Design Manager

"Very thought provoking but very practical and immediately helpful"

Managing Director

"Transformed my relationship with my inbox and workload"

HR Director

"10/10 - extremely useful and simple ideas to common problems"

Commercial Manager