



## What Have You Been Doing All Day?

*Learn to Manage Time for Greater Results*

So many busy professionals get to the end of their workday and ask themselves "What did I accomplish today?" They know that they've been running, but they don't feel they have achieved anything. Do you ever have this experience?

This seminar introduces a "paradigm shift" - a different way of viewing time and time management—and offers you specific changes that can be implemented right away to improve the way you use your time, ease stress and increase productivity.

Join us and learn:

- Prioritization
- Urgent vs. Non-Urgent
- Tools to Use

Date: **April 26, 2017** (Wednesday)

Time: **9am to 11:00am**

Registration: **8:30am**

Location: **Sierra 2, Room 10**  
2791 24th St, Sac CA

Cost: **\$85.00 per person\***

**\*Save \$5.00 per person when two or more from the same company attend**

**[CLICK HERE TO REGISTER](#)**



**Golden Ticket Offer:** Sign up for all 4 2017 classes and receive an additional \$10 off each class price!