

CLI's Mastering Time and Increasing Productivity



Our custom-designed **CLI Time Mastery and Increasing Productivity Workshop** lets you customize our core training design and tools for your own unique use. Our custom-designed workshop is a dynamic blend of:

- The best time management assessment tool available
- The most effective productivity models and tools
- Out exciting collaborative learning break-out activities

The program is designed to fit your timeline and location requirements, and can be offered within:

- Accelerated half-day, one-day or web-based formats.
- A budget that you help build and approve.

Our Workshop Design Focuses on Performance Productivity

Your participants will learn:

1. How to change routines and be more productive
2. Understanding your own time management style strengths and challenges
3. Setting an action plan and goals for change
4. Using tools to optimize change: web-based project management tools, and quick reference models and reminders at your desk
5. Review the action plan and transfer skills and learning insights to a real-time case study
6. Close with recaps on action plans shared in coaching circles.

Program rates for the above start at \$175.00 per person for a half-day program to \$ 225.00 for a full day session for up to 25 participants.



CONTACT US TO DEVELOP A PROPOSAL TO MEET YOUR NEEDS

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