

F Forbes Getting Time Management Right



Ime Doctor



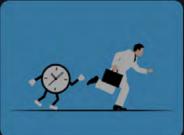
🙆 Time Doctor Time Management While Working From H...



9 Time Management Techniques For Better ...



EliveAbout 11 Time Management Tips That Really Work



Twproject



time management quotes

time management skills

Orangescrum

🔤 Edutopia



Marold Taylor



ClickUp

SafetySkills

How You Can Cheat Time



Pad Your "To Do" List

Give yourself a good chunk of time to do even the most mundane tasks. This will build in buffers for the things that show up randomly during that time period.

Take MORE Breaks

Research conclusively shows that working LESS will increase the productivity during the time that you spend on tasks. Add Breaks to your "To Do" List!

Hack Google Maps

When driving, notice that your estimated time of arrival may actually diminish as you go about your journey. You are not changing time, but it's nice to be early for a change!





Dr. John G. Duesler, Jr., President Kaze Aerial Production 215-913-0569 ** jgd@kazeaerial.com

ACCESS OUR TIME MANAGEMENT RESOURCE CENTER: <u>TimeManagement@InstinctiveMedia.us</u>