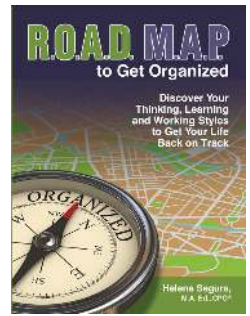


Kick Chaos to the Curb: How the CIA Will Tame Your Time Management

Presented by:



Helene Segura
Kick chaos to the curb!



Let's go **P.A.R.** for the Course™!

Plan

What causes you stress during your work day?

If you feel overwhelmed, what do you think is causing that feeling?

Act

Choose one tip from today's keynote or workshop to implement daily over the next two weeks.

Reflect

At the end of each week, ask yourself:

What worked? (Keep doing this.)

What "glitches" occurred?

Why did they happen?

What can be done to prevent them from happening again?



T	
E	
A	
C	
H	

Visit www.HeleneSegura.com/workshop for more tools.