

## **IofAM SEMINAR - 10 MARCH 2010**

### **Reducing workload - Achieving more**

#### ***ORGANISATION***

- Traditional approaches
- New ways of thinking - tools to make every action count
- Getting the Monkey off your back

#### ***TIME***

- How we all experience time differently
- Using these principles to our advantage

#### ***STRATEGIC PLANNING***

- Using the successful strategies of the Disney Corporation
- How time fits with planning

#### ***PERSONALITY***

- Knowing what makes you tick - then understanding what makes others tick
- How to make a quick assessment and apply the results

#### ***SELF***

- Are you where you want to be?
- What's important to you - your Values
- Work/Life Balance - does such a thing exist or is the concept nonsense?
- Accessing the 'Flow' state
- Intuition - when to use it and when it's dangerous

#### ***ROUND UP***