

TIME MANAGEMENT SECRETS FOR BUSY PEOPLE

Principles & keys toward greater productivity

About Rick Wickizer:

Rick is a speaker, business coach & successful entrepreneur. His passion is to help businesses maximize their “triple bottom line” (Purpose – Passion – Profitability)



Do you want to get more done & create more impact without burnout?

We seem to be moving through life at a faster pace, but getting less done. We are bombarded with information and a seemingly endless list of things to accomplish. In the end, we wonder if we have made an adequate impact.

The key to getting more accomplished is to manage the swift in-flow of information, while investing our focus in high-return activity. There are several processes and strategies taught in this seminar that will enable you to be much more productive and impactful in your work.

Having adequate energy is also critical. We will cover many thoughts and ideas on ways to enhance the energy you have to do all the things you need to do... love to do!

Key Takeaways:

- The “In-basket” is never empty... do what matters first. (There is a system for this)
- How to initiate “power periods” to focus your energy
- How to leverage yourself through decisive delegation
- Prioritization around core values & mission

