



WORK/LIFE BALANCE:

Putting Time on Your Side

ABSTRACT

Adulting is hard. In fact, recent occurrences in our world, our society, and our communities have made given stress a stronghold. Today, it is more important than ever that we learn to have work/life balance. Work/life balance gives us better attitudes, better abilities, and better lives. This seminar will explore concepts that can help each of us have a better work/life balance, and an easier time succeeding at life.

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Work/Life Balance: Putting Time on Your Side!

What is the oxygen mask rule?

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The 6 component parts of work/life balance include:



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What is self-management?

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What are the 6 things, that when done intentionally, can help with self-management?

What is time-management?

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What six items can help with time-management?

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What is stress-management?

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What are 8 ways to practice stress-management in the workplace?

What is change-management?

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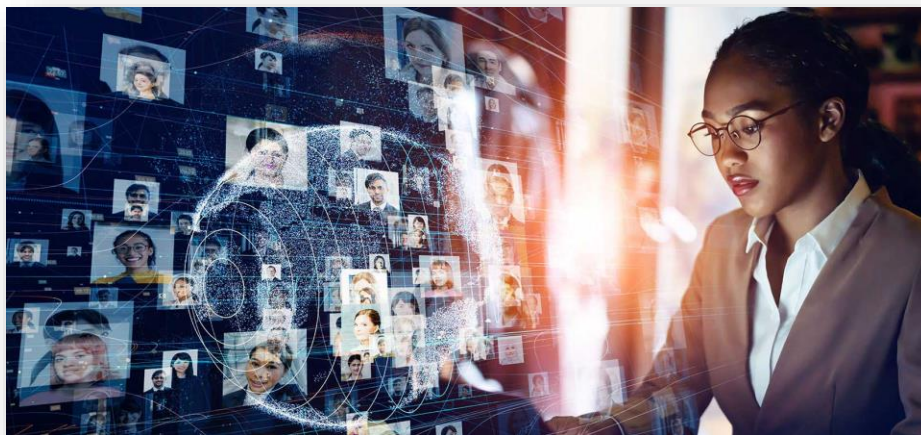
What are 6 ways to predict and recognize change?

What is a change agent?

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What is technology-management?

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What are 7 tips to manage technology?

What is leisure management?

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What are some deadly energy saps?

What are some tips to maximize your personal energy?

What are some daily energy nourishing skills?



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What are four ways to minimize stress?

Wrap Up

This seminar showed you techniques that will increase your ability to find work/life balance.

If you are interested in receiving more in-depth, hands-on training in Leadership, Professional Development and/or Technology, you can visit www.DrHollySpeaks.com. There you will find a list of classes available upon request.

For additional questions about this course, you may contact Dr. Holly using any of the contact options listed below.

Thank you for your participation!



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