

**HelpNet** webinar

## THE STRUGGLE IS REAL:

## STRATEGIES FOR TIME MANAGEMENT

Meet your deadlines, be on time for meetings and stop procrastinating! Most of us can become overwhelmed when we have a lot to do - responsibilities at work, planning our kid's birthday party, and remembering all the details of daily life. This webinar will discuss realistic strategies for more effective time management. Some of the things we'll review are: managing email clutter, the roots of procrastination, and keeping yourself motivated.

## **AVAILABLE ON DEMAND STARTING JANUARY 1**

To access Continuum's HelpNet, visit **4continuum.com** and complete the member login at the top of the page. From HelpNet's home page, click the featured webinar of the month.

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