

Take Control of Your Time and Get the RIGHT Things Done!

Do you get to the end of the day wondering what you really accomplished?

Time for a change! Time to take control and manage your time instead of it managing you!

This lively, interactive presentation provides strategies and solutions to boost productivity and efficiency. You'll walk away with tips you can use the same day as the training. Learn how to:

- Plan and prioritize quickly to get the most out of your day
- Make better time choices to find your productivity sweet spots
- Limit distractions and interruptions in order to be more productive and focused
- Increase your time efficiency by evaluating how you use your time
- Improve focus and avoid the common productivity trap of multitasking
- Utilize valuable strategies to manage email and electronic overload
- Implement holistic time management strategies to maximize your potential



Bethanne's message of getting organized so we can get those precious minutes and hours back in our lives has really resonated with our employees. The excitement has spread from the classroom to the work groups, and people are already asking when Bethanne will return. Those who attended her workshops and implemented Bethanne's time management strategies reported that they have saved more time than they spent in class – we couldn't be happier with the results!

— Matthew Halderman, Learning & Organizational Development Specialist, City of Beaverton



SIMPLIFY!

Live Simply. Simply Live.

Bethanne Kronick is a nationally recognized productivity strategist, speaker, author, and consultant who has successfully helped her clients learn practical strategies to improve their systems and workflow since 2002.



Bethanne is passionate about bringing productivity, balance and wellness to people at work and in life. She will inspire you to take control of your time so you can do the things you are passionate about.

As a member of the National Speakers Association (NSA), Bethanne has earned the prestigious Certified Speaking Professional (CSP™) designation and has presented to the following organizations: Columbia Sportswear, Port of Portland, OHSU, Portland General Electric, AAA Oregon/Idaho, Clean Water Services, Oregon Society of CPAs, and many others.

In her spare time, Bethanne is a world record holder and Master's National Champion rower and loves to eat ice cream!