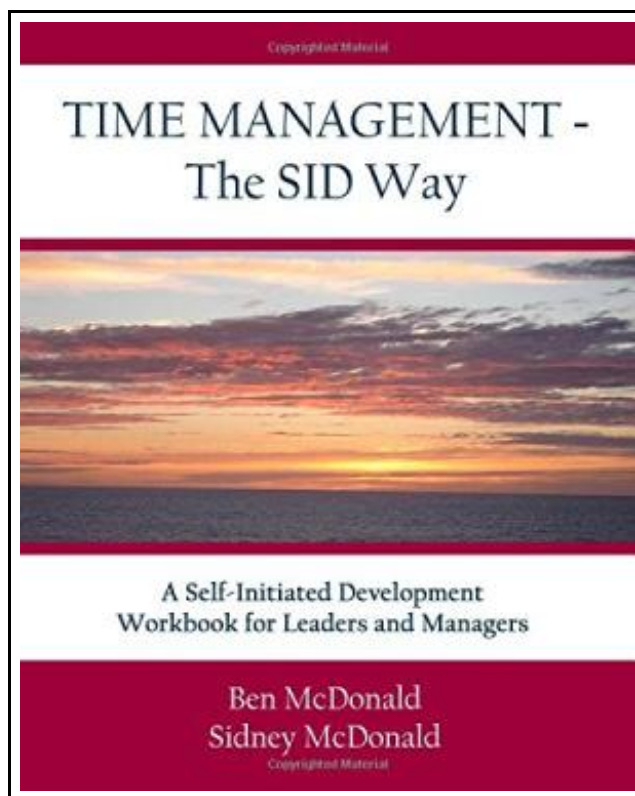# Time Management - The Sid Way: A Self-Initiated Development Workbook for Leaders and Managers (Paperback)

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Benchmark Learning International, United States, 2011. Paperback. Book Condition: New. 254 x 203 mm. Language: English . Brand New Book ***** Print on Demand *****.Successful time management and achieving a good work-life balance are keys to your success. Do you feel frustrated because you never seem to have enough time to get everything done? Do you often take work home and rob time from your personal life to get things done? Is your day filled with time wasters? Do you procrastinate and avoid difficult tasks? If you answered yes to any of these questions, you need to improve your time management skills and behaviors. At one time or another we all have time management problems. Time Management - The SID Way is part of BenchMark Learning International s Self-Initiated Development Series. This workbook gives leaders the tools to effectively manage their time to get the important tasks completed, without having a negative impact on their work-life balance. This workbook includes: Review of the Self-Initiated Development (SID) Model Time Management Self Assessment to determine your strengths and weaknesses Coaches Tips and Guidance Case Studies and Exercises Specific Development Recommendations based on your self-assessment results Development Plan Template to guide your development activities Takeaway Tools to help improve your time management skills and behaviors Coaches Bookshelf for further reading recommendations Much, Much, More to help leaders be their best at time management and work-life balance Time Management - The SID Way is based on the 4P s Leadership Competency Model of 30 critical leadership competencies. The series gives leaders the tools and processes to manage and develop their professional skills and behaviors to achieve leadership effectiveness and success.

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