



STRATSURE
Skills • Focus • Delivery

Time Mastery

6 weeks

Introduction

We all live against time. TICK TOCK!

The **number one reason** people give when they do not do something that they say they **will**, is **TIME**.

"I did not have time, I ran out of time, I don't have enough time, there is not enough time, I wish I had more time."

We mostly run our schedules and lives in silos, much like what happens in large companies. This creates fragmented days that often leave us living in an "either/or" type reality. As a result we have a belief system that we can't have it all, and that we have to compromise one thing to have another.

Course details / objectives

- **CONFIDENCE:** be someone who keeps their word and meets deadlines
- **CONTROL:** budget accurately for how long activities take
- **VISION TO ACTION:** connect tasks to values and purpose
- **LEADERSHIP:** learn how to break all projects up into bite size pieces
- **BALANCE:** learn to master time in all of your life, with ease
- **PRO-ACTIVE:** techniques to move your productivity needle
- **FREEDOM OF MIND:** plan work weekly and then schedule it daily for peace of mind

Who should attend?

This Holistic Time Mastery Program is for those who would like to learn to use time more effectively and deal with time-related conflicts as they come up, in a loving and kind way, always with an open heart

Course content and discoveries

- Areas of life – family, friends, body, spirit, career, money, home, learning, travel, fun
- Rate each out of 10
- Pick a few that you would like to work on in the next 2 weeks
- Describe what would be a 10 by the end of the year – 8 months
- MAKE A LIST OF PROBLEMS OR ISSUES OR COMPLAINTS OR EXCUSES
- WE ALL KNOW HOW TO DO IT, WHY DON'T WE? WHATS THAT LIST?
- Monthly weekly daily hourly

Duration and Delivery

6 Weekly sessions of 90 minutes each

Applying skills between sessions

To gain the most value from the course, you will be asked to apply the lessons learned from each session. The trainer can be used as a coach to guide you to areas of improvement that will change your life.

Invitation

Visualise how obstacles hindering your quality of life from soaring, gradually fall away. Put a smile back on your face and re-discover the joy of living. Belinda is a certified life coach and can assist in discovering how and where to remove bad habits that cause hindrances.

Trainer information

Chat directly with Belinda

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