

# Time Management

## Make Time Work for You!

Learn how to manage their time more effectively while balancing personal, professional, and career goals.

*We will go over how to*

 Create a simple, productive daily routine

 Ways to Reduce stress and get more done in less time

 Learn to prioritize tasks effectively



**Tuesday 24 Feb 2026  
3:00PM est  
Via ZOOM**

Attendees must register for Zoom link to be sent to their email address.



**REGISTER NOW**

