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Key skills: Time management

Tuesday 6 February 2024 16:30 (1h 15m)

Learn how to unlock the secrets to academic time mastery with our power-packed workshop! You will receive directly applicable strategies. Visit this session as your introduction to conquering overwhelming research challenges, defeating procrastination, and optimizing your daily routines for peak productivity.

Key Takeaways:

1. Plan long term: cultivate setting clear goals and have a realistic plan (free master plan template included)
2. Use the daily lists & calendar system - manage all your to-dos reliably
3. Kiss your frog daily!
4. Establish phases of highest concentration - follow specific protocols for optimal productivity
5. Align your days to your Ideal Workday - re-think what you do when
6. Plan weekly - install this ritual to connect short & long term planning and to ensure great work-life balance

Join this transformative session and leave with specific strategies to fine-tune your time management. Enroll now to accelerate your academic success in just 1 1/4 hours.

This workshop is conducted by Dr. Matthias Mayer, founder of the young scientists' academy.

Presenter: Dr MAYER, Matthias (mmsc.de)