

# *Time for Success*

*Strategies to Organize Time and Space*

## **Making Time for Success – The Power of Your Checklist: Friend or Foe?**

### **What is Making Time for Success?**

A one-hour call once a month to explore themes about how to **make** time for success

### **What does it cost?**

Nothing – It's FREE!

### **When are the calls?**

The third call of 2014 is on **Thursday, April 24 at 3:30 – 4:30 p.m.** (Pacific Time).

The theme is ***The Power of Your Checklist: Friend or Foe?***

The next call is on Tuesday, May 13 at 3:00 – 4:00 p.m. (Pacific Time).

The theme for May is ***Mindset – The Power of Your Beliefs***

### **What are themes?**

A theme is the topic we explore during our interactive call.

The theme for April, The Power of Your Checklist, was inspired by Atul Gawande's bestseller, *The Checklist Manifesto – How to Set Things Right*. Gawande explains how the "lowly checklist" has made possible some of the most difficult things people do – from flying airplanes to building skyscrapers. During our call we'll explore how your checklist can help you succeed and do what's really important in your life. We'll look at tips for making your checklist your friend, not your foe.

### **What is the format of the call?**

The facilitator, Kathie England, will provide an overview of the theme, introduce key strategies, and then open the call for questions, ideas, sharing, and creativity.

### **Who can join the call?**

Anyone who pre-registers via email at [kathie@timeforsuccess.net](mailto:kathie@timeforsuccess.net) (at least two days before the date of the call)

After you have registered, you'll receive the phone number and access code for the call plus the agenda and any other hand-outs used during the call.

### **Who will want to participate in the call?**

People who...

- ... want to be more successful
- ... aren't satisfied with the status quo, want to take action, and are ready for change
- ... are curious, creative, and enjoy exploring what's possible
- ... are intelligent and willing to take a risk now and then
- ... are looking for solutions and are energized by ideas
- ... are ready for adventure – who knows what we'll discover during the conversation?
- ... are engaged, open, and looking for opportunities to ask questions
- ... would like a safe playground to explore opportunities and incubate ideas

### **Who facilitates the call?**

Kathie England, Certified Organizer Coach® and Certified Professional Organizer®, president of Time for Success, Inc. launched in 2002.

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