



Time Management Training Case Study with Ian Lane, Procurement Manager, MMUK 25th May 2016

A. Addressing your Challenges

What were 3 frustrations that you faced?

- Understanding what tasks to prioritise.
- Not being able to complete my daily tasks within my working hours.
- Being interrupted when trying to work through tasks with additional issues/ tasks or queries.

Give me an example of a frustration.

A constantly growing list of tasks throughout the day which needed to be completed on the day.

What was the aha moment that you had?

1 month after the Foundation Day training I noticed the skills I had learnt from the training made up the majority of the structure for how I organized my working day.

B. The Solution

What are the top 3 features you liked about MBM Time Management training?

- Continuous support and reminders over a 6-month period.
- Interactive sessions.
- Sessions tailored to the learner's needs.

Give me an example of a problem that has now been solved through MBM Time management training.

I am now able to concentrate on specific tasks without interruptions and have become much more efficient.

Describe MBM Time Management training.

I found MBM's training to be extremely effective and you are encouraged to keep using and remembering what you have learnt over a 6-month period.

C. Showing Results

What specific problems did the MBM Time Management training solve?

Time management and prioritisation of tasks.

Why would you recommend MBM Time Management training?

I have never been on a course or session where what I have learnt is still such an important part of the way I work after half a year before, the skills I have learnt have hugely improved my productivity.

Who should use MBM Time Management Training?

Anyone who wants to improve and is willing to put the effort in.