



## EFFECTIVE PERSONAL PRODUCTIVITY SPRING 2024 DEVELOPMENT SCHEDULE

LMI Canada Corporate Office  
205 Matheson Blvd. East, Unit 15  
Mississauga, Ontario L4Z 3E3

### SCHEDULE OF SESSIONS

<b>Pre-conference Goal Setting</b> <i>Defining the Goal &amp; Tracking</i>	Thursday	January 18	8:30 – 10:30 am
<b>Pre-conference Goal Setting</b> <i>Refinement of Goal Tracking</i>	Thursday	February 1	8:30 – 10:30 am
<b>Kick Off</b> <i>Introduction to Concepts</i>	Thursday	February 15	8:30 – 10:30 am
<b>Goal Planning</b> <i>Developing Goal Planning Sheets</i>	Wednesday	February 28	8:30 – 10:30 am
<b>Lesson One</b> <i>The Nature of Productivity</i>	Wednesday	March 13	8:30 – 10:30 am
<b>Lesson Two</b> <i>Productivity Through Goals Achievement</i>	Thursday	March 28	8:30 – 10:30 am
<b>Lesson Three &amp; Mid-term Review</b> <i>Increasing Productivity Through Managing Priorities</i>	Thursday	April 11	8:30 – 10:30 am
<b>Lesson Four</b> <i>Improving Productivity Through Communication</i>	Wednesday	April 24	8:30 – 10:30 am
<b>Lesson Five</b> <i>Empowering the Team for Peak Performance</i>	Thursday	May 9	8:30 – 10:30 am
<b>Lesson Six</b> <i>Increasing Productivity of the Team</i>	Thursday	May 23	8:30 – 10:30 am
<b>Participant Graduation Presentations</b> <i>Please invite your mentor</i>	Wednesday	June 5	8:30 – 11:30 am

**Dates are Subject to change**