

Eat That Frog: How Get More Done In Less Time

Facilitated by
Michelle Stolicker, LMSW

Ever feel like there just isn't enough time for everything on your "to do" list? Well, there's some good news and some bad news about this. *The bad news:* there will *never* be enough time to get everything done. *The good news:* you don't have to! Successful, happy people don't try to do everything. They learn to focus on the most important tasks and make sure *they* get done.

There's an old saying that if the first thing you do each morning is to eat a live frog, you'll have the satisfaction of knowing that it's probably the worst thing you'll do all day. We'll be using "eat that frog" as a metaphor for tackling the most challenging tasks of your day and avoiding wasting time, energy and thought on dread versus action. This workshop pulls concepts from the Brian Tracy book, Eat That Frog! 21 Great Ways to Stop Procrastinating and Get More Done in Less Time, and other resources to help you get more done *and* to get the *right* things done.

DATE: **Tuesday, April 28, 2015**
TIME: 4:30 p.m. — 6 p.m.
FEE: FREE
LOCATION: Ithaca City School District
Boynton Middle School, Conference Room
1601 N. Cayuga St.
Ithaca, NY 14850

If you have questions about the program, contact Michelle Stolicker at
1-800-EAP-8764 or (315) 471-1361.

To accommodate participants, please complete and return by: **April 21, 2015**

Eat that Frog – Tuesday, April 28, 2015

Name: _____

School Building: _____

School District: _____

Position: _____

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Email (please print clearly) _____

Return :
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