

### Workshop Schedule

These 30-minute sessions offer tips to help you learn, apply and grow your leadership skills. Scan or click on the QR code to sign-up for a workshop via UB Navigate. *Open to management undergraduates only. Prior registration required.*



#### Time management: *Refining priorities for better results*

Leaders understand the value of time. Learn simple daily and weekly tools to manage your course priorities and make the most of your time.

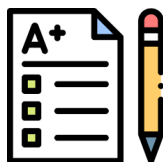
- Thurs., Sept. 5 at 11 a.m.
- Wed. Sept. 11 at 2:30 p.m.
- Mon., Sept. 16 at 3 p.m.
- Tues., Sept. 24 at 1:30 p.m.
- Wed., Sept. 25 at 2 p.m.
- Thurs., Sept. 26 at 11:30 a.m.
- Fri., Sept. 27 at 2 p.m.
- Mon., Sept. 30 at 10:30 a.m.
- Tues., Oct. 1 at 12 p.m.
- Fri., Oct. 4 at 1 p.m.
- Mon., Oct. 7 at 2:30 p.m.
- Tues., Oct. 8 at 11:30 p.m.



#### Goal-setting: *Strategies for goal-getters*

Kick off your semester by setting a goal and a plan to achieve it. Leaders understand the importance of setting goals and learn to master this effective skill and mindset.

- Fri., Sept. 6 at 1:30 p.m.
- Mon., Sept. 9 at 2:30 p.m.
- Thurs. Sept. 10 at 2 p.m.
- Tues., Sept. 17 at 11 a.m.
- Fri., Sept. 27 at 11:30 a.m.
- Wed., Oct 2 at 2 p.m.
- Fri., Oct. 4 at 11 a.m.
- Thurs., Oct. 10 at 1:30 p.m.
- Fri., Oct. 11 at 1:30 p.m.



#### Study strategies: *Don't cram to "rock" the exam*

Get started and stay motivated to study for exams with a rock-solid study plan. Sign-up to take a 30-minute break from studying to attend this fun and creative workshop. Create your own rock painting – keep it as a reminder that focused energy and effective techniques can produce great results. Space is limited.

- Tues., Oct. 1 at 1:30 p.m.
- Fri., Oct. 4 at 2 p.m.
- Wed., Oct. 9 at 2:30 p.m.