



**Lunch & Learn: Franklin Covey's The 5 Choices to Extraordinary Productivity®**  
BES086

Hours:    In Class 2                    Clinical 0                    Total 2

**Description**

The workplace is an unprecedented minefield of constant demands from other people, technology, and a nonstop workday. We are forced to make critical decisions under pressure, creating a personal energy crisis that prevents us from thinking clearly and achieving extraordinary results. To succeed in this new work world, we need to learn how to make good decisions, focus our attention, and sustain high energy day in and day out.

The 5 Choices lunch (included) & learn focuses on skills which increase the productivity of individuals, teams, and organizations. Participants are introduced to methods for making more selective, high-impact choices about where to invest their valuable attention, energy, and time.

About the presenter: Jeff Cleary joined the Covey Leadership Center in 1991 where he served as president of its New Jersey affiliate. Jeff has served a variety of clients in his 15 years with FranklinCovey, including many Fortune 100 and 500 companies. His experience spans industries including oil and gas, pharmaceutical, communications, and investment banking, as well as large and small IT firms. He has worked with the military, state, and federal government agencies, and a number of nonprofit organizations.

**Learning Objectives**

1. Master time management
2. Make highest-impact choices about where to invest time, attention, and energy.

**Teaching Philosophy**

We believe that instructors, staff, and administrators have a shared responsibility to provide: 1) innovative course design and instruction; 2) a safe, learner-centered environment; and 3) an authentic learning experience.

**Student Responsibilities**

To ensure a quality and safe learning environment, students are required to follow the Post-Secondary Student Behavior policy #560. This policy can be found at [www.mntc.edu/board-policies](http://www.mntc.edu/board-policies). Printed copies are available upon request.