

Managing Multiple Priorities

Wednesday, March 5, 2014 | 1:00 - 2:00 p.m. Eastern
Video Webcast | On-Demand



[PROGRAM DETAILS](#)

[FACULTY](#)

[PROGRAM SCHEDULE](#)

[MCLE](#)

Why You Should Attend

Improve productivity!

Find a comfortable work-life balance!

Manage your projects with less stress!

We live in an era of belt-tightening, where shrinking budgets are a long-term, non-cyclical phenomenon. Lawyers today are expected to juggle more cases and other projects without additional organizational resources all while being surrounded by constant interruptions and often unrealistic time expectations. The near-constant “multi-tasking” can be both exhausting and unproductive.

Attend this unique **CLE video webcast on multi-tasking for lawyers** learn innovative ways to manage multiple priorities in your law practice. The first in a series of Practicing Law in the Fast Lane webcasts, this practical program features nationally-known speaker, Jeff Davidson, the Work-Balance Expert®, who has taught legal and other professionals across the country how to better manage their work day. This life-changing webcast shows you how to effectively manage your projects to achieve higher productivity with less stress and notable results!

What You Will Learn

Learn strategies as to how to:

- set defined priorities
- focus on one thing at a time
- eliminate time-wasting “multi-tasking”
- deal with distractions
- manage your calendar

This premiere broadcast was pre-recorded on December 18, 2013.

The instructor will answer questions submitted during the presentation via email within two business days after the broadcast. In addition, you will receive a set of downloadable course materials and free archived online program.

Who Should Attend

This continuing legal education program from ALI CLE will benefit lawyers and other professionals who want to learn proven methods to deal with multiple priorities.