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Descrizione fisica	1 online resource (137 pages)
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Soggetti	School administrators - Time management Educators - Time management
Lingua di pubblicazione	Inglese
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Nota di bibliografia	Includes bibliographical references and index.
Nota di contenuto	Introduction -- Work avoidant -- People pleaser -- Prisoner of the moment -- Checklist dependent -- Disorganized -- Technology avoidant -- Self-server -- Perpetually imbalanced -- Conclusion -- References -- About the author.
Sommario/riassunto	This book identifies eight root causes of "time management difficulties" and provides treatment in the form of advice, support, and coping techniques.