

THE NEED FOR TIME MANAGEMENT AND ORGANIZATIONAL SKILLS

Time is one of the most valuable resources we have. Several philosophies have been iterated about time:

- The Gift of your Time is the most valuable gift you can give.
- If you want to know what people's REAL values are, look at how they spend their time and money.
- Time is money.
- And, Time Management is NOT about managing time; it is about managing *yourself*.