

DECEMBER 5, 2022

What are 3 Calendar Hacks Faculty Can Use to Avoid Stress and Burnout?



It's no secret that faculty work encompasses much of every day, to the point where it just doesn't seem like there is any available time for anything else. Add in grading, meetings, and responding to messages? No wonder it seems never ending!

Fortunately, there are much needed, time-saving solutions available. This 20-Minute Mentor provides three simple calendar hacks which can help faculty create daily structure to manage time and reduce stress. Faculty regain control of their schedules by using their calendar as a tool to battle back against burnout.

Upon completion of this program, you'll be able to:

- Understand why it is useful to actively use your calendar
- Identify three things you can do to actively use your calendar
- Plan and execute a Term Planning Day to anticipate and alleviate stressors



Available from
Monday, December 5—
Sunday, December 11, 2022



<https://mondaymorningmentors.com>



Password:
calendar12

