Learner Achievement Verification

This is to certify that the management of Alison has decided to award Doaa Gamal living in Egypt the certificate of completion in Introduction to Time Management.

Learner Details



Name: Doaa Gamal

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Country: Egypt

Course and Result



Score
100%

Study Time
3:19:21

Introduction to Time Management

Managing your time effectively and efficiently in the modern workplace is a key skill that all workers need to have. All the demands, distractions and interruptions of the working day can be overwhelming if not managed correctly. The course Introduction to Time Management will offer some suggestions for keeping the tide of external demands at bay and help you to develop a truly efficient routine and rhythm to your working day.

Modules Studied

Module 1: Introduction to time management

Module 2: Course assessment