**Reset & Plan for 2022**

**Online Webinar**

As we move into 2022 after another disrupted year, it is time to make plans for 2022. Quarter 1 is a great time to reset the focus and identify priorities for a productive year ahead.

In this session we help remote teams collaborate so they can prioritise, set goals and develop delivery plans.

This webinar also provides practical tips on wellbeing and how to achieve work-life balance at home or in a hybrid model.

**Topics**

The following topics are covered during the session:

* Identifying priorities for 2022
* Setting goals and developing plans
* How to manage your workload in a hybrid model
* How to maintain momentum and balance working from home

**Duration and Format**

This webinar is delivered remotely using your preferred collaboration tool. The session generally lasts 60 minutes. This includes:

* Introductions and requirements
* Presentation of ideas and tips via SlideShare
* Q and A to answer specific questions

Participants receive a copy of the material presented plus access to the Hybrid Working Weekly Planner.

**Fee**

The fee for online delivery is €300 for a 60-minute session.

The fee for an extended team workshop over 90 minutes is €350.

**Presenter**

This webinar is delivered by Productivity Consultant Moira Dunne. Moira will consult you beforehand to discuss your specific requirements and areas of interest.