

Turn Busy into Productive – the Online Masterclass

Being productive in today's fast-paced world is not just about good time management. We also need strategies to stay focused as we manage the constant stream of information and requests, we receive each day.

This Masterclass has been designed by Productivity Consultant [Moira Dunne](#) to help busy people take control of their time.

Learn in Your Own Time

This productivity journey is presented in 6 video-based training modules packed with practical tips and strategies. You can learn in your own time, at your own pace. There are lots of great resources to support your learning and help you make changes, including Productivity templates, blogs and

The image consists of two parts. On the left is a dark green rectangular graphic containing white text. The text reads "TURN BUSY INTO PRODUCTIVE MASTERCLASS". In the background, there is a faint silhouette of a person sitting at a desk with a laptop. On the right is a white rectangular area with a light blue diagonal watermark. The text "Modules:" is in bold. Below it is a numbered list from 1 to 6, each item starting with a small green square.

Module	Description
1. Be productive	
2. Take control of your time	
3. Have clear priorities	
4. Manage your schedule	
5. Manage your distractions	
6. Make lasting changes	

tips cards.

Why would I take this Masterclass?

- Would you like to win back time and get more done?
- Would you like to control your day?
- Would like to feel less stressed at the end of the week?

If so, then this Masterclass is for you.

- Do you like to learn in your own time?
- Do you like to make practical changes?
- Do you like to reflect on your learning and then make practical changes?

If so, then this Masterclass is for you.

beproductive.ie

What Will I Gain?

This masterclass provides you with Productivity, Time Management and Wellbeing tips, knowledge, strategies, inspiration and resources.

With these tools you can improve your productivity and personal effectiveness while boosting your well-being and work-life balance.

Taking control of your work time can help you feel calmer and more productive while you achieve more in your work-life.

The Masterclass Toolkit:

- 6 Modules – topics outlined below
- Videos and Slides
- Downloadable Workbook
- Downloadable Templates & Blogs
- Productivity Quiz
- Completion Certificate
- Optional 1 to 1 Coaching Session
- Invitation to beproductive.ie Members Group

What Topics are Covered?

1. Being Productive in Todays' busy World
2. How to Take Control of Your Time
3. How to Have Clear Priorities
4. Tips to Manage Your Schedule
5. Tips to Manage Your Distractions
6. How to Make Lasting Changes

Optional Coaching Session

On completion of the masterclass, you can book a session with Productivity Consultant Moira Dunne to get answers to your individual questions. This helps you end the Masterclass with a Productivity plan to suit your style of working.

Price

Introductory offer €199.00

Still Have Questions?

If so, can [contact](#) Moira to discuss the Masterclass in more detail.

Make a Booking

Click [here](#) to access the Masterclass.