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24 HABITS OF HIGHLY EFFECTIVE PEOPLE

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Description: Highly effective people get an unimaginable work load accomplished and get it done almost effortlessly. They function well under high stress, are able to stay calm, and think clearly, in challenging situations. They bring out the best in themselves and in others. They are fantastic at maximizing time. Highly effective people also know how to set boundaries, how to let go of people and situations when they are no longer working, and how to increase business profits. They are unique and lead honorable and motivated lives. They balance happy married/family/personal lives along with successful careers and professional lives. How do they do it? Highly effective people embrace 24 character traits: They all have dreams, they have excellent work ethics, they make decisions, they turn problems into opportunities, and more.

Three Key Topics to be discussed:

- 1. How to be effective at whatever you pursue in life, both your professional and personal lives
- 2. The 24 secrets of being effective
- 3. How to let go of self-defeating habits and embrace new, revised, self-fulfilling traits

Learning Objectives:

- 1. Learn how to be effective at dealing with your supervisor, colleagues, and residents.
- 2. Learn how to save and maximize time, so that you can get a lot more done within an hour, with less effort.
- 3. Learn how to let go of bad habits that may affect your efficiency, and how to embrace more self-fulfilling and efficient habits.