



New Jersey Society of Professional Engineers

Raritan Valley Society of Professional Engineers

Meeting: October 18, 2016

Time Management Tips for Busy Professionals

PDH: 2 Course Number: P182W

Live Webinar

Webinar Description:

Time management is critical for your personal life and career success. It teaches you how to manage your time effectively and make the most of it. In this webinar, you will learn the habits of highly effective people, know the worst mistakes that people make with their time, and acquire the time-saving tips for phone, email, social media, meetings and travel. In addition, you will learn how to set priorities and control paper clutter so that you can reduce work stress and achieve more results with less effort.

About the Speaker:

Dr. John Huang is a registered Professional Engineer and a LEED Accredited Professional. As a practicing engineer, Dr. Huang has worked on a wide spectrum of engineering projects, from office buildings to libraries to hospitals. As an engineering educator, Dr. Huang has developed and taught more than 100 Internet-based training courses. His expertise includes structural design, construction safety, sustainable development, and professional ethics.

Thanks for Sharing the Knowledge

Date: Tuesday; October 18, 2016

Place: Stage House Restaurant
1719 Amwell Road
Franklin Twp., NJ 08873
Tel: (732)873-3990
www.stagehousetavern.com

Time: 6:00 PM Registration, cocktails and social (cash bar)
6:30 PM Dinner - Start of webinar (Two Hours)
9:00 PM – Conclusion

Cost: Webinar & Dinner \$80 - Payable to “RVSPE”
Dinner meeting only: \$35 (no webinar credit)

RSVP

By October 15, 2016 latest, to Mr. Atul Shah, PE

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Future Meetings

(Subject to Change)

<u>Date</u>	<u>Subject</u>
November 15, 2016	Concrete Reinforcing Bars and Epoxy Coated Bars
December 20, 2016	No RVSPE Meeting
January 17, 2016	TBD

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