

Management StartUP

A pie chart icon with four segments in red, blue, yellow, and green, positioned to the left of the 'Management StartUP' text.

Evaluate the way in which you manage your time

Time Management Questionnaire

TOOL MANUAL
EP10

ABOUT US



The staff of Online Management Solutions Ltd is trained on providing services for establishing and developing new entrepreneurial activities, as well as providing online services for businesses, and especially the media.

Our Vision

The website managementstartup.com was created by Online Management Solutions Ltd.

It stands as one of our first creations and it focuses on developing and providing research tools that can help people who are close to their entrepreneurial startup.

Management Startup was created by people with a high educational level and vast experience in the field of research and development of new tools for entrepreneurship.



GENERAL DESCRIPTION



The correct and effective management of time constitutes one of the basic problems faced by each entrepreneur and employee. The tool "E10. Time Management Questionnaire" helps you evaluate the way you manage your time and helps you estimate how effective your time management processes are.

Once you are able to effectively manage your time you will also be able to control it. You will be able to concentrate on the materialisation and completion of those tasks that are most significant and have a higher value for your enterprise.

The proposals of the tool aim towards the improvement of the individual parameters of effective time management, such as:

- the significance of goal setting
- prioritising tasks for materialisation
- effective management of breaks that may take place throughout the day and which affect the completion of your tasks
- minimisation of delays towards the materialisation of tasks
- efficient and effective programming

TOOL USAGE

This tool can be used by the entrepreneur and the employees of the enterprise.

Type of business

New Ventures
Existing Companies
Consultants
Training Organisations



Size of business

Micro
SMEs
Corporations

Field of business

Services
Manufacturing
Trade



TYPE OF TOOL: Questionnaire

YEAR: 2013

TIME NEEDED: 10' - 15'

FREQUENCY: Once



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