

# GCSAA Offers Time Management Correspondence Course

Not enough hours in the day to do everything you need to do, plus everything you want to do? A new correspondence course offered by the Golf Course Superintendents Association of America (GCSAA) was designed especially to help overcome this "time-less" problem.

The "Time Management" correspondence course was written by one of GCSAA's most popular seminar instructors. Bree Hayes, Ph.D., president of the Hayes Group. She says the course was designed to be comprehensive, practical and challenging—"a real journey of self-exploration."

During the course, the student will analyze personal time expenditures, assess time "wasters" and "thieves," and learn how to set goals, delegate work and stop procrastinating. The course materials also include "essential" time management tips.

GCSAA also has correspondence courses available on the topics of media relations, underground storage tank management and hazard communication. GCSAA and its entire curriculum of seminars and correspondence courses are nationally accredited by the Accreditation Council on Continuing Education and Training, which is recognized by the U.S. Secretary of Education.

Successful completion of the "Time Management" correspondence course earns 0.7 CEU toward GCSAA certification or renewal. The course costs \$50. To order by credit card, contact the GCSAA education department at telephone 913/832-4444, FAX 913/832-4433. Mail written orders to GCSAA Education Department, 1421 Research Park Drive, Lawrence, KS 66049-3859.

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