

## PRESENTATION OF COURSE RESULTS

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**Philip Webb**

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Isn't it just great.....I have estimated that I have found an extra 30 minutes per day of my own time and at least 15 hours per week given over to an assistant who is currently undertaking the tasks I used to stay at work till some ungodly hour to complete myself.

My name is Ken Sharpe and I am the In-House Accountant for Philip Webb Pty. Ltd one of the largest single office real estate agencies in Australia. The greatest challenge in my role was to complete the necessary monthly accounts and financial reports by the third week of the following month and with complete accuracy.

I used to work long hours and come away frustrated and stressed through a belief that I was not achieving. I look back on that time and believe now that I lacked the necessary goals to work towards and the necessary tools to do so.

Having been on numerous courses over many years and being disappointed with the results from those courses, I expected very little myself, despite my Manager have recently completed the program, expounding its virtues and achieving success.

However the program results were almost immediate in regard to my mentor's assistance to define my goals and to place time frames on them. That really put a fire in my belly.

Philip Webb Pty Ltd  
ACN 004 943 882  
ABN 58 004 943 882  
Directors:  
Philip G. Webb - Licensed Estate Agent

Licensed Estate Agents  
Auctioneers  
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I have developed a habit of “blocking out time” to complete HPAs and where time permits to plan for the day ahead by prioritising my impending workload. I have learnt to say “No” more often. I am now more focused on the task at hand and am able to complete it more quickly.

I am able to process more data with a higher level of accuracy with reduced stress levels resulting in less time at work and more quality time with my wife. I am able to complete many activities which I was previously unable to get to at all.

This program has helped me to feel better about myself through being less stressed and more focused. I tend not to be so stressed out and feel that I am a better employee within the company.

In fact, I feel great.

During the program I have been able to achieve the productivity improvement goals ie block out time, less interruption, prioiritising and planning my workload.

Most of my seven day business goals were achieved whilst time lines on my personal goals had to be reset due to children moving out and a burglary one Thursday night whilst I was here.

I believe that the Plans of Action, despite the page colour problem, were an excellent consolidation along with the tapes which filled in many driving hours between home and work.

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To say that I am impressed with the program and the level of support provided by Margot, Darren and my Manager, Michelle would be an understatement.

I truly believe that my achievements from this program will result in a very successful future.....thank you,  
LMA

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