

Keys to Improving Your Productivity

Course Description

This course provides the tips and techniques that will enable you to increase your productivity level within the work environment.

Target Audience

This course is intended for all employees.

Course Objectives

- Learn how to define labor productivity
- Understand how productivity is measured
- Discuss different factors that affect productivity
- Identify methods for becoming more efficient and productive

Course Information	
Time/Duration	3 Hours
Cost	No cost
Schedule/Contact	Humanresources_training@augusta.edu
To enroll in session:	https://train.augusta.edu

*To request a special session for your team on this topic, please submit a Service Request at [Wufoo](#).