

Course Information

Program Title	Time Management - Embracing the P.I.N.O.T. System™
Location	History Colorado Center, 4th Floor Board Room, Denver, Colorado
Date	11/22/19
Start Time	13:00:00 MST
End Time	13:50:00 MST
Instructor(s)	Gary Barnes, Keynote Speaker, Gary Barnes International, Inc.
Field of Study	Production
Type of Instruction / Delivery Method	Live Group
Prerequisites	No preparation or previous knowledge is necessary for this course.
Advanced Preparation	None
Program Level	Basic
CPE Credit Hours	1.0 hours (based on a 50-minute hour)
CLE Credit Hours (applied)	1.0 hours (based on a 50-minute hour)
Price	This program is \$175 for current Future Tax Leaders members, government employees, and faculty and students of qualified accredited programs and \$300 for all others. 10% discount for groups of two or more from the same organization.
Complaint Resolution Policy	Questions, concerns, and complaints may be submitted to Info@FutureTaxLeaders.org .
Registration	https://national-conference-2019.eventbrite.com
Refund Policy	Refund available for cancellations made before November 14, 2019, or by Future Tax Leaders.

Course Description

Is it possible to manage time? Gary Barnes created his P.I.N.O.T. time management system because of his personal needs. After building a top 3% financial planning firm he realized that he had created a lifestyle for his family that he wasn't a part of. Gary will share how to be more productive with more time off while continuing to use your current time tracking program. Gary created the P.I.N.O.T. System™ with the idea that if a person or organization makes a focused decision on the result of an activity, they will achieve better results faster. The concept of the P.I.N.O.T. System™ revolves around the definitions of each individual part of the system.

P = productive time – anytime that directly leads to a yes or no to your product or service.

I = indirectly productive time – anytime that directly leads to productive time.

N= nonproductive time- all other activities

O= other people's time- delegated activities

T= time off - time when you are disengaged from your business.

This presentation is designed to show participants exactly how to use the P.I.N.O.T. System™ as it enhances any time management system they are currently using.

CPE & CLE Compliance

Future Tax Leaders' CPE and CLE courses are designed to comply with Colorado State Board of Accountancy and NASBA CPE and Colorado Supreme Court CLE standards and the provider requirements outlined in sections 88.1 and 88.2 of the California Board of Accountancy Regulations. CPE and CLE courses are based on 50-minute credit hours. Participants must attend at least 50 minutes of a particular course to receive one (1) credit in that course. Participants are encouraged to confirm eligibility compliance with their jurisdiction. CLE hours represent the hours applied for and anticipated.