

WORKPLACE EFFICIENCY SEMINAR

Date: October 24, 2024 Venue: Grand Hall / Online

TIME	SESSION DETAIL	LOCATION
09:00 AM - 09:30 AM	Registration & Coffee Networking Lobby	Foyer
09:30 AM - 10:45 AM	Deep Work & Focus Optimization Dr. Sarah Jenkins	Main Stage
11:00 AM - 12:15 PM	Automation Tools for Daily Tasks Marcus Chen, Tech Lead	Room 302
12:15 PM - 01:30 PM	Catered Networking Lunch Interactive Session	Dining Hall
01:30 PM - 02:45 PM	Effective Communication Synchronicity Elena Rodriguez	Main Stage
03:00 PM - 04:30 PM	Workshop: Workflow Mapping Group Activity	Lab B
04:30 PM - 05:00 PM	Closing Remarks & Q&A Seminar Committee	Main Stage