Organizing Your Life
for
You and Your Family

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Overview

- Introduction – 9:30 a.m.
- Paper Management
  - Why
  - What
  - Where
- Time Management
- Relationships
- Resources
- Conclusion
Paper Management

- Why
- What
- Where
Time Management

- RPM
- Chunking
- Five Steps
Relationships

- Professional
- Family
Resources

- American Society on Aging
- National Council on Aging
- All Area Agencies on Aging
- Society of Certified Senior Advisors
- American Association of Daily Money Managers
Conclusion

- Questions and Answers