

Seminar: Full day

8.30 – 9.00	Registration
9.00 – 9.40	Phases in a Barrister's lifecycle <ul style="list-style-type: none">• A Barrister's lifecycle.• What have you achieved so far? Job v Business• Benchmarks to assess your progress.
9.40 – 10.00	Your business plan / budgeting <ul style="list-style-type: none">• Budgeting for a law firm / chambers• Best Practices
10.20 – 10.30	TEA BREAK
10.30 – 11.10	Time Management Techniques <ul style="list-style-type: none">• No Yoga allowed• Power of Focus
11:10 – 12:10	Secrets of success <ul style="list-style-type: none">• Keeping up the motivation• Profit first initiative• The Power of Broke
12:10 – 12:30	Questions / case scenario from audience
12.30 – 13:30	LUNCH
13:30 – 14:10	Best practices in delegation. <ul style="list-style-type: none">- Monkeys- Processes- Mentors and coaches
14.10 -14:40	Person working in a law firm <ul style="list-style-type: none">• Who works in a law chambers• What do they do?• How to plan your HR?
14:40 – 15:50	Closing Remarks.