



**Dr. Deborah “Dr. DJ” Johnson-Blake**

[www.deborahjohnsonblake.com](http://www.deborahjohnsonblake.com)

# Hi, I'm Dr. DJ

I am the CEO of The Writing Pad, LLC. I help clients resolve their writing and editing challenges. My firm provides consulting, proofreading and editing, time management coaching and personal and professional development training.

I am honored to be the 2021 American Business Woman of the American Business Women's Association. I am a certified time management and life coach, best-selling author, and my most recent publications are entitled 52 Time Management H.A.C.K.S.: Hacking Actions to Conquer and Kick Time Setbacks and Being the Best You: Intentional Journaling and Planning to Take Back Your Time.

I enjoy helping my clients improve relations and achieving personal and professional goals in the workplace and beyond.

Join me each Tuesday for time management tricks, tips and hacks to be more time efficient. I look forward to working with you.

*Dr. Deborah*  
**JOHNSON-BLAKE**



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**LET'S CONNECT**

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# Training Options

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## OPTION 1: DEVELOPING A TIME MANAGEMENT PLAN FOR SUCCESS

Participants will learn how to develop an individualized plan based on assessing how they spend their time and being proactive in prioritizing goals.



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## OPTION 2: THE POWER OF SAYING NO

Participants will learn how and when to say NO and develop an action plan to create more time for self.



# Training Options

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## OPTION 3: BEST PRACTICES & HACKS FOR BUSY LEADERS TO TAKE CONTROL OF THEIR TIME

Participants will learn how to manage themselves, their work environments and relationships to take control of their time.

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## OPTION 4: 3 STRATEGIES TO BLASTING INTERRUPTIONS

Participants will learn how to deploy 3 simple strategies to help them be more decisive and effective in managing interruptions.



# Training Options

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## OPTION 5: 9 TIPS TO UNMASKING BARRIERS TO YOUR TIME

Participants will learn how to live their best lives simply by deploying 9 easy tips to remove barriers that impact their time.



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## OPTION 6: A TIME MANAGEMENT BLUEPRINT TO BEING THE BEST YOU YOU

Participants will learn how to create effective goals, manage complex tasks, and create a system that helps them be their best selves.



# Training Options

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## OPTION 7: 5 TIME MANAGEMENT HACKS FOR BUSY ENTREPRENEURS

Participants will learn how to create more time in their day, managing goals, scheduling more efficiently, prioritizing, and managing emails.



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## OPTION 8: I AM EVERY WOMAN: ENERGIZE, EXHALE, AND ENGAGE

My E.N.G.A.G.E. model will help participants learn 6 effective strategies to stay in the game despite life's challenges. This process begins with being energized, exhaling, and engaging.





# Case Study

While time management is critical to planning a productive day, many people who attempt to manage time and get more done each day often fail because they do not plan accordingly.

I have experienced similar challenges as a paralegal before it came full circle in 1992 when I failed to file a personal injury legal complaint within the two-year statute of limitations.




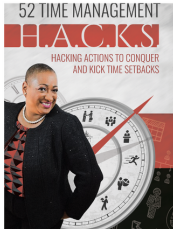
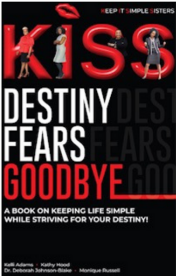
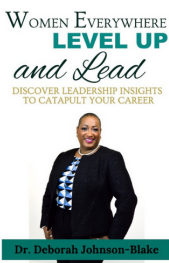

*After allowing this mistake to haunt me for years, I eventually earned my Master of Public Administration and Doctor of Management in Organizational Leadership, presented my thesis, and defended my dissertation focusing on the impact time management has on organizational success and leadership.*

As the CEO of The Writing Pad, LLC, educator, facilitator, the self-proclaimed The Time Management Diva, and best-selling author, now, I help leaders and organizations learn effective time management techniques to be more productive and efficient time managers.

**Follow me on social media at [djohnsonblake](#) and visit my website at [deborahjohnsonblake.com](#).**

# Dr. Deborah JOHNSON-BLAKE

Dr. Deborah Johnson-Blake, Best-selling Author

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## ARE YOU READY FOR TIME MANAGEMENT COACHING?

### GET STARTED TODAY!

**30 DAY / 4 WEEK VIRTUAL COACHING PROGRAM** ~~\$995~~ **\$495**

Guaranteed to Save You an Additional **2 hours per week**      Sessions available Mondays and Thursdays between **9 a.m. - 12 p.m.**

2 sessions per week = **8 sessions for 30 days (6 hours)**

The coaching program includes Time Management Mastery Assessment, Time Management Journal, and an autographed copy of 52 Time Management H.A.C.K.S.

SESSION 1	SESSIONS 2-4	SESSIONS 5-6	SESSIONS 7-8
Design the Plan	Work the Plan	Assess the Plan	Sustain the Plan

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