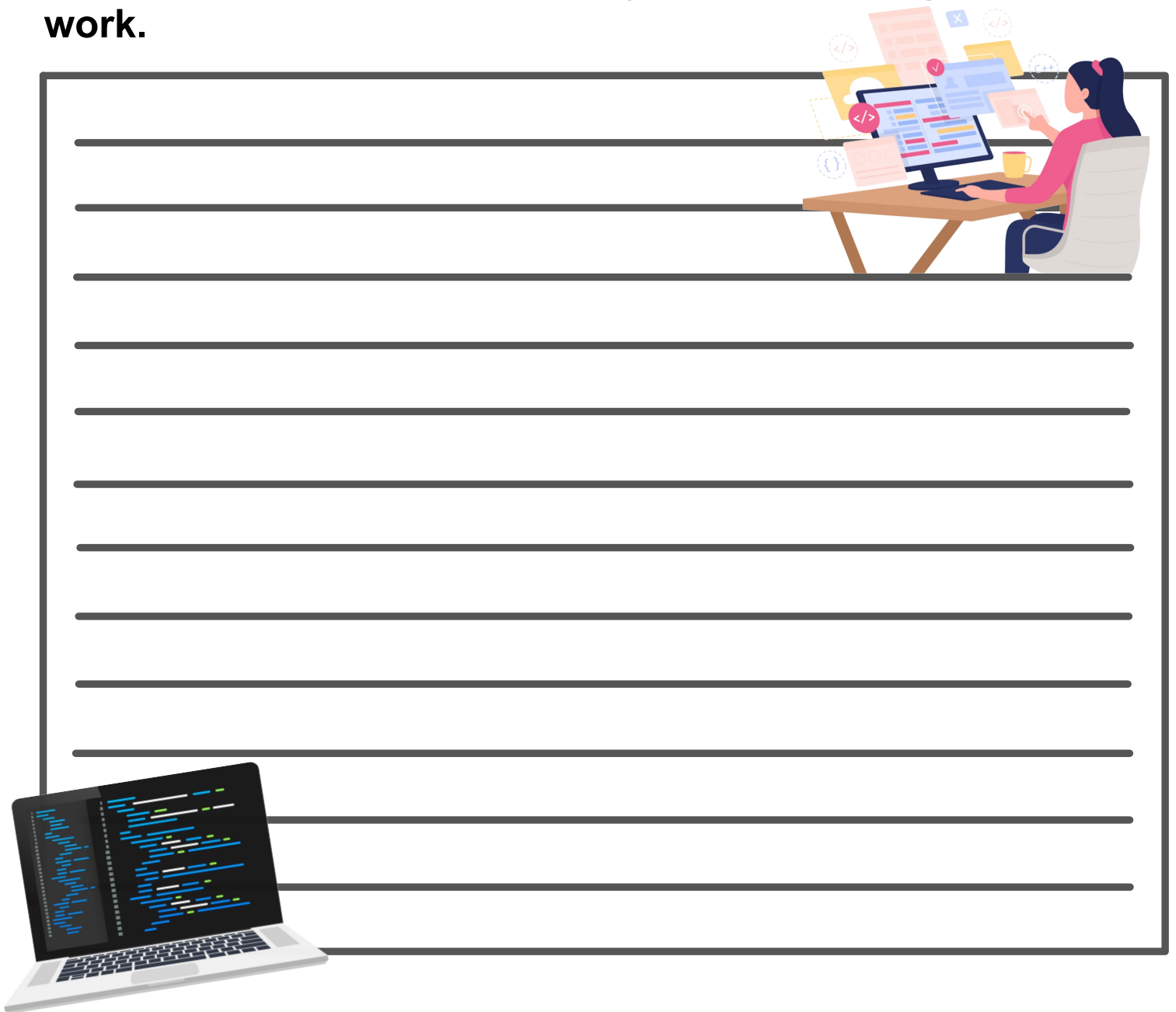


4- How do you maintain productivity and efficiency in a work environment? Describe your workspace and desk and explain how this can help with your time management at work.



Homework

Your time management affects directly on the projects that you are working on. Do you think being organized and knowing the time you will spend in each part of the project reflects on the quality of your final work?

