



ANDREWS LUCIA
WEALTH MANAGEMENT LLC

***InFocus* May 2018—Getting Time On Your Side**

Intro: We spend a lot of time and focus on money. We work with you to manage your finances, to make smart money decisions, to use it to help you live the life you imagine. Time is also worthy of much attention. It is finite, so how we spend it is critical. Saving it is fulfilling; wasting it can make us feel dissatisfied at the end of the day.

This month's InFocus looks at the importance of incorporating effective time management into our lives.

5 STEPS TO MAXIMIZE YOUR WORKDAY

Being busy doesn't necessarily mean you're getting work done -- or doing it well. In [this video](#), **Tim Maurer** of the BAM ALLIANCE lays out five ways to help sidestep interruptions and productivity detours by focusing your time and energy on doing the work you do best when you're at your best. (For starters, stop trying to multitask!)



| **More From Tim Maurer:** [“Why Busyness Isn’t Good Business”](#)

COGNITIVE DIVERSITY HELPS TEAMS SOLVE PROBLEMS FASTER

Cognitive diversity can be defined as people bringing different perspectives and different ways of processing information when faced with various situations. Harvard Business Review examined how the level of cognitive diversity within teams affected performance in complex situations, and found a significant correlation. The higher the cognitive diversity on the teams, the faster they could complete the task at hand. Among the key takeaways: When working with others, create an environment where it's safe for others to think differently and be themselves.

| [Read this article](#)

BETTER NIGHT OF SLEEP CAN LEAD TO BETTER DAY AHEAD

It's hard to have full days when your eyes are half-shut. But that is a common fight for many who wrestle with restless nights, and for whom the prescribed 7-8 hours of nightly sleep feels like nothing but a dream. The New York Times checked in with sleep experts for tips to make our nights sleepier -- and as a result, our waking hours more productive. Some tips are old school (take a bath). Some are old school with a new twist (get read a bedtime story, via a [popular podcast](#)). All are easy to implement. | [Read this article](#)

| Related: [6 steps to better sleep from the Mayo Clinic](#)

THE DIFFERENCE BETWEEN TIME AND MONEY

Noted author and speaker [Seth Godin](#) shares his thoughts on what separates two of our greatest resources in a recent entry in his popular blog:

You can't save up time. You can't refuse to spend it. You can't set it aside.

Either you're spending your time.

Or your time is spending you.