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The Principal's Guide to Time Management: Instructional Leadership in the Digital Age

Richard D. Sorenson, Lloyd M. Goldsmith, David E. (Edward) DeMatthews

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Make the most of your time—and your leadership

Is your school’s vision getting buried under paperwork? If you spend more time picking up pieces than putting them together, this is your book. Written by seasoned school principals, this plan of action will get you back to the essence of your job: instructional leadership. By using educational technology to maximize efficiency, you’ll improve teaching, student achievement, resource management, and school culture. This comprehensive guide features:

- Easy-to-follow, single-topic chapters
- Standards–based scenarios and questions
- Time-management self-assessments
- Easily adaptable experiential exercises
- Strategies for battling the “silent time thief”

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