

## ACP Inside Look: Effective Time Management

On June 20th, ACP hosted an inside look on time management methods and effective strategies for work/life balance. Our guest speakers were Courtney Raney, CFP®, an active ACP Mentor and Divisional Productivity Manager at Wells Fargo, an ally of the military community and diligent partner of ACP; and Amanda Huffman, an ACP Alumna, Air Force Veteran, Military Spouse, published author and host of the Women of the Military podcast. These are the links shared during the webinar.

### LinkedIn Live Links:

**Click here to learn more about ACP and how we help our Veterans & Military Spouses!**

<https://www.acp-usa.org/mentoring-program/program-overview>

**EXPAND YOUR NETWORK WITH (ACP Connects) - The best place to connect with Veterans and Mentors from all over on LinkedIn 📍 :**

<https://www.linkedin.com/groups/12259026/>

**Connect with us on our Facebook group on ACP: The Veteran Compass, it is a space for our Veterans to engage with one another #network✅:**

<https://www.facebook.com/groups/acpcompass/>

**Veterans sign up here!**

<https://www.acp-usa.org/mentoring-program/veteran-application>

**Spouses sign up here!**

<https://www.acp-usa.org/spouses>

**Mentors sign up here!**

<https://www.acp-usa.org/mentor>

**Feel free to explore our Protégé Resources Page**

<https://www.acp-usa.org/mentoring-program/resources/protége-resources>

---

**For more info on How to get a free premium membership for the military on LinkedIn:**

<https://socialimpact.linkedin.com/programs/veterans/premiumform>

---

### Time-Management/ Prioritization

**A Better To-Do List: The 1-3-5 Rule:**

<https://www.themuse.com/advice/a-better-todo-list-the-135-rule>

**How to Prioritize Tasks and Manage Your Time at Work?:**

<https://www.projectcentral.com/blog/prioritize-tasks/>

**How To Manage Your Time: 5 Secrets Backed By Research:**

<https://bakadesuyo.com/2015/11/how-to-manage-your-time/>

**The “Everything is Important” paradox: 9 practical methods for how to prioritize your work (and time):**

<https://blog.rescuetime.com/how-to-prioritize/>

---

## **Stress Management Resources**

### **Managing Stress:**

<https://www.mindtools.com/a71eb15/managing-stress>

### **18 Effective Stress Relief Strategies:**

<https://www.verywellmind.com/tips-to-reduce-stress-3145195>

### **9 Ways to Cope With Work Stress and Avoid Burnout:**

<https://www.verywellmind.com/how-to-deal-with-stress-at-work-3145273>

### **8 Ways to Establish Healthy Boundaries at Work:**

<https://www.careercontessa.com/advice/healthy-boundaries-at-work/>

---

### **For resources on Culture and Communication:**

<https://www.military.com/veteran-jobs/career-advice/dealing-with-corporate-culture.html>

<https://www.militarytimes.com/transition-tips/transition/2019/01/22/civilian-life-101-heres-what-you-need-to-know-before-you-take-off-that-uniform/>

---

**Connect with Amanda Huffman on LinkedIn:** <https://www.linkedin.com/in/airmantomom/>

**Find the Airman to Mom podcast here:** <https://www.airmantomom.com/podcast/>

**Find Amanda's best-selling books here:** <https://www.airmantomom.com/books/>

### **Connect with Courtney Raney on LinkedIn:**

<https://www.linkedin.com/in/courtney-raney-cfp-%C2%AE-753b7121/>

### **Learn about careers at Wells Fargo for Veterans here:**

<https://www.wellsfargo.com/about/careers/veterans/>