



INTERNATIONAL ASSOCIATION OF YOUNG LAWYERS

**Does time control you, or do you control time?
The secrets of effective self-management.**

Commission in charge of the Session:

Skills, Career, Innovation, Leadership and Learning (SCILL) and Corporate
Counsel

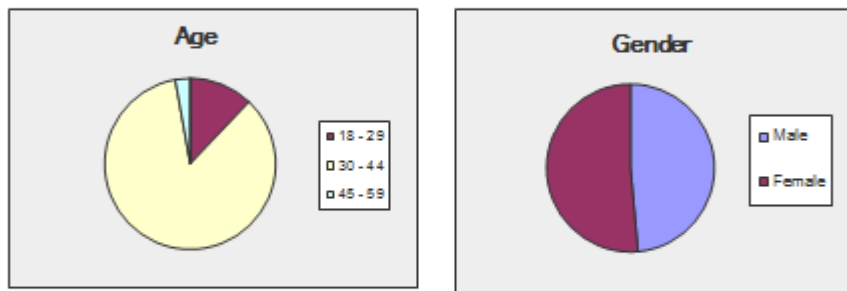
Munich, 2016

Aalia Datoo and Byron Phillips

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Byron Phillips, Nabarro LLP, London, UK

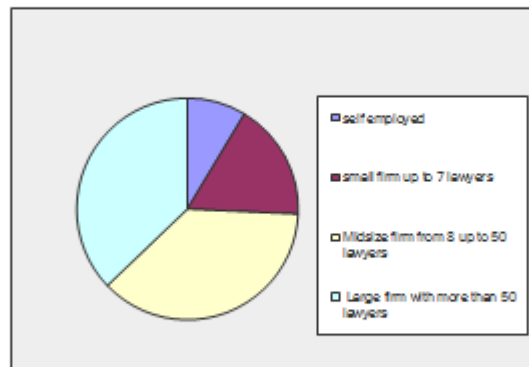
01 June 2016

Survey participants



0

Size of firm



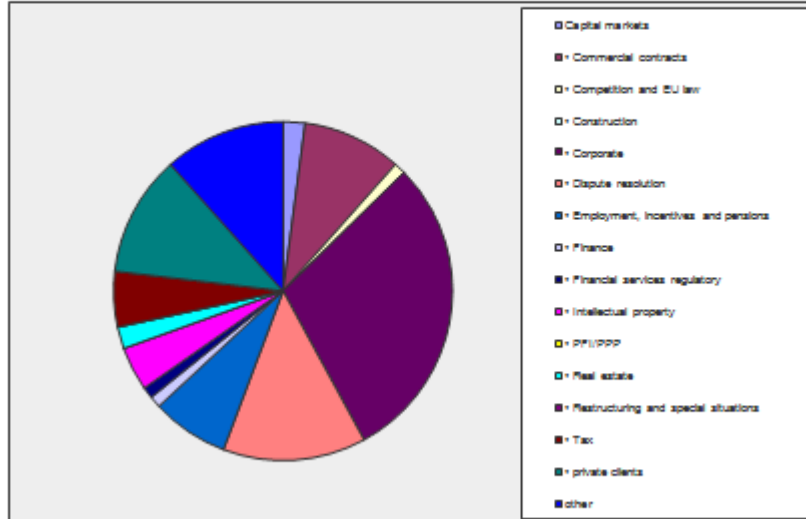
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Seniority



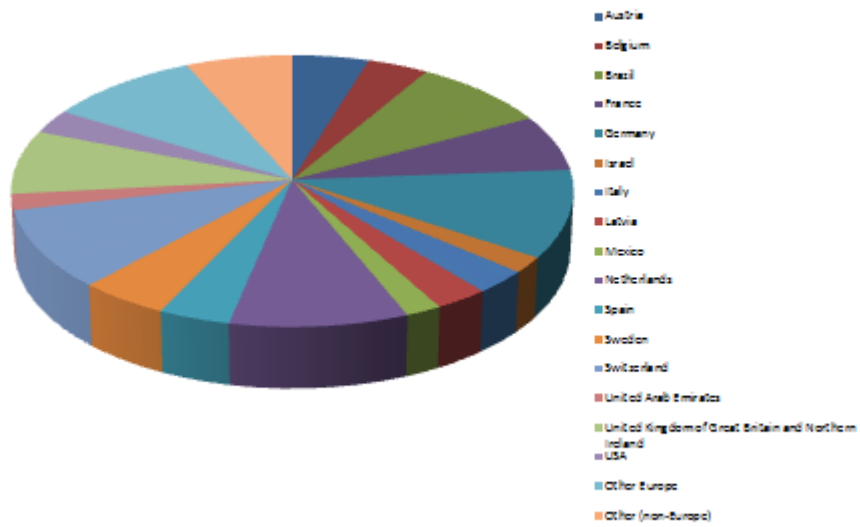
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Practice Area



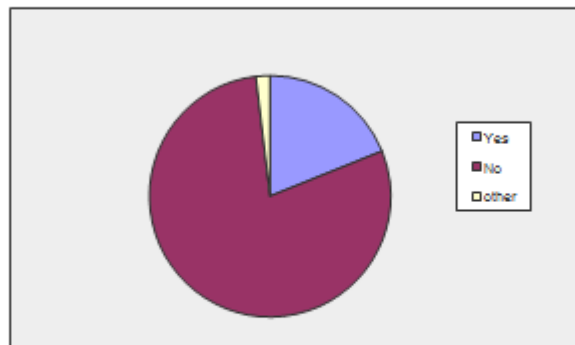
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Geography



4

Time Management: Training



6

Time Management: Support



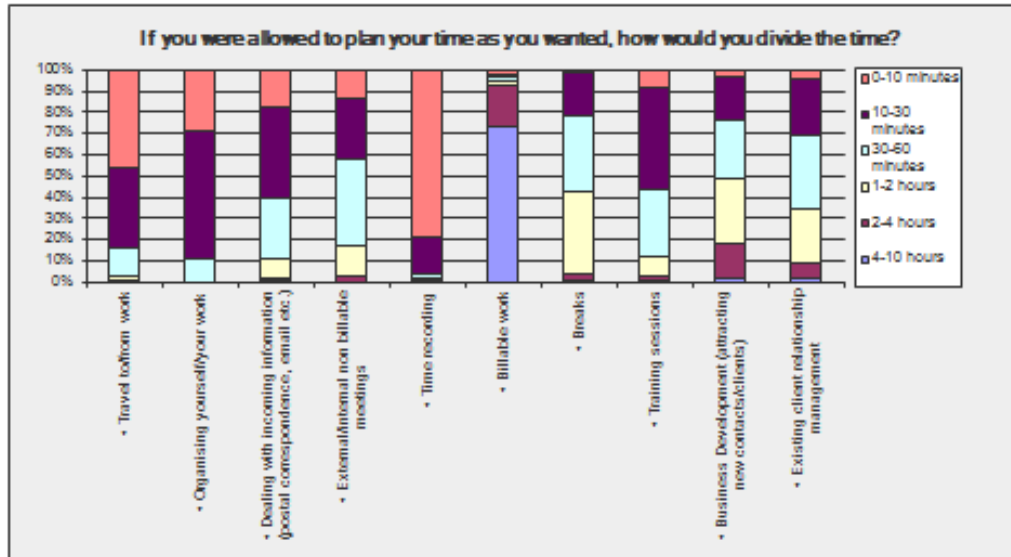
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Actual vs. Ideal use of Time

- Not surprisingly, people spend the majority of their day on billable work; and ideally lawyers suggested that ideally they would spend 4-10 hours on billable work
- Many survey participants spend much more time travelling to/from work and recording their time than they would like to
- In both reality and their ideal worlds, survey participants indicated that 10-30 minutes should suffice to organise oneself/one's work, and certainly no more than an hour

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Time Management



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