

2ND CASE STUDY

GALAVITO s.r.o.

ECE ERGÜNEY

TIME MANAGEMENT

ACHIEVEMENT ORIENTATION, PLANNING AND TIME MANAGEMENT

DEVELOPED BY:



ASOCIACE MALÝCH A STŘEDNÍCH
PODNIKŮ A ŽIVNOSTNÍKŮ ČR

AMSP ČR



PARTNERS



INTRODUCTION

ECE ERGÜNEY is an entrepreneur with more than 4 years of professional entrepreneurial experience.

Her company **GALAVITO** is young, innovative company and operates in consumer electronics production and consultancy services. The main product of the company **GALAVITO** is heating table. The heating table is innovative, cost & energy saving, environment & enterprise friendly outdoor infrared heater — which is integrated into a table leg and can be mounted under any table top. Durable product, made from the finest materials and components with the latest technology — according to European norms and safety standards.

But the company is also offering consultancy services to Czech and Turkish companies, students, tourists.

For **Ece** time management is to use the time effectively and efficiently with the aim of completing the tasks according to their priorities.

According to **Ece** time and time management is essential for entrepreneurs. Without managing wisely her time, she would not be able to prioritize her tasks, her businesses so she would get basically “lost” and would easily lose her businesses.

Her innovative company has been chosen as an example of good practice for the skill **Time management**.

ENTREPRENEUR PROFILE

Name: Ece Ergüney

Age: 29

Gender: Female

Education and training: Master degree in International Business and Marketing

Years of professional experience: 4 years

BUSINESS PROFILE

Name: Galavito s.r.o.

Address: Fertekova 562/24, 18100, Praha 8, Bohnice, Prague, Czech Republic

Webpage: www.galavito.cz / www.ceskoturecko.cz / www.cekturk.com

Year of establishment: 2013

Economic Sector: Consumer electronics production and services, consultancy

Activity: Manufacturing outdoor heating tables and providing services, consultancy to Czech and Turkish companies / students / tourists

EXPERIENCE WITH THE SKILL

Ece knows that to use time in a working environment is very important. Once a person is able to use the time effectively, he/she can acquire everything she/he wants.

She is experiencing and applying time management every single day, even every single hour at her work by planning, organizing her tasks in a very detailed way. It is very important to take a bit longer time to plan all tasks in a detailed way, rather than to just start doing somehow and try to do all the tasks at the same time, without categorizing them according to emergency and priority.

Ece got interested in skill time management since she started to work full time professionally after her studies and internships, she got interested in skill time management.

The reason why she got interested in skill time management was that every moment became for her very important in such busy working environment, both as an employee and as a co-owner/managing partner of own company.

She acquired the skill time management when she started to be more organized such as using a detailed agenda, reminders and to set up clear deadlines for herself and also for the team. She started to define priorities and to take action according to those priorities.

For Ece is hard to say when she acquired the skill time management. But she mentioned that she could never say that she has now perfect time management but every day she is improving for last 4 years.

The best way how to acquire time management is according to Ece combination of theory and practice.

A specific fact that helped Ece acquired time management was that she was working 7 days per week non-stop but she thought she could do it in another way, more effectively and efficiently by planning her time and priorities in her working environment. This fact helped her to work on it and to improve it.

The main positive aspects of mastering time management for Ece is using time effectively and wisely so that finalizing all the important tasks on time, having more clients and much more satisfied clients, also the team itself.

Ece describes why time management is important for her: "Once I have deadlines and more detailed daily/ monthly / yearly plans, I am able to finalize more tasks effectively and on time. I am not busy anymore with not important things which are bothering me during the day and which will never end. Work itself also never ends so I decided to plan my time better".

Ece says example of importance of skill time management in her company: "Especially for our seasonal heating table project, we should plan in warm weather already about cold season. And also, about our consultancy and services sector, especially for the students and the tourists, we should plan our time in a best way to catch more clients, by doing our marketing activities on the most attractive time. For example if we did not work on summer on our heating table new model, now we wouldn't be able to sell it "on time" on cold season. If we are not working now for spring season for the opening terraces of restaurants, we could not be able to sell on spring season our heating tables, so that we could lose customers and a long

season!”

IMPACT IN THE COMPANY HAVING TIME MANAGEMENT SKILL

Ece thinks that it is possible to measure results of time management, by meeting the deadlines, catching the seasons (for both her projects) and by increasing clients, expanding of the business etc.

Specific results which she can measure are increasing, expanding of business and clients. For example to expand to more markets with their heating table products and by their CeskoTurecko/ÇekTürk project, to be able to respond more clients and on time, in an effective way so that they are able to attract more clients and satisfied clients at the end.

Ece describes benefits of mastering the skill time management following way: “Once my time is well managed firstly by myself, I am more able to separate my work life and personal life. My mind is much more “free”, I am much more creative and my brain is more effective thanks to time management I could say. And to my company, time management brings that our employees are much more motivated to work in a shorter time but in an effective way, as they know that if they are according to the time plan, they could be free earlier or they can take days off.”

Overall impact of the skill time management

- in her daily work are increased effectivity and creativity;
- in her company increased motivation and better results.

ADVICE FROM THE EXPERIENCE ENTREPRENEUR (in relation to skill)

Ece would recommend to young entrepreneurs to take more time for time management and not to see it as “a waste of time”. Time is money so use it wisely.

RECOMMENDED TRAINING

She does not know about any specific training about time management as she has never attended one but she could recommend to young entrepreneurs to attend especially at the beginning some seminars, courses about this issue to learn and then to apply in a real working environment, by practicing it.

LINKS (in relation to time management skill)

www.galavito.cz
www.ceskoturecko.cz
www.cekturk.com

KEY WORDS

Time, management, using time, Galavito

Galavito®

Heating Table



