



GREAT PRODUCTIVITY PROGRAM



An estimated 68% of employees are disengaged at an estimated cost of \$450-550 billion annually (Gallup Study 2015).

Great Productivity Program is a proven and high-impact one day program, designed to increase employee engagement, personal and team productivity. It leverages the full power of Microsoft Outlook and mobile technology creating a seamless system (Great Productivity System or **GPS**) in a simple and immediately applicable process.

"I have become more productive this past week and being proactive instead of reactive. I am also drinking plenty of water throughout the day and feeling much more energetic at the end of the day." *Director, Major Technology Company*

Program Outline

It is simple, fast, effective and designed into Six Modules: **Managing Interruptions, Action, Email, Calendar, Meetings and Energy**. Results include:

- Two or more extra hours available each day
- More energy during and at the end of each day
- Better leveraging of Outlook and mobile functionality
- Completing the right things on time
- An empty inbox daily
- Getting organized and staying organized
- Effective tracking of delegations
- Better sense of mind, body, spirit for life balance
- Improved productivity, accountability and communication
- Greater focus on key objectives and projects

If you had two or more extra hours a day, what would you do with that time?

Delivery Options

Offered in a 9 hour in-person session for groups of up to 25 or a condensed 4.5 hour online version for groups of up to 15. Participants work live on their technology and receive a complimentary refresher and support coaching as needed.

About the Facilitator

The facilitator has over 15,000 hours of experience presenting productivity and energy management programs in over 40 countries around the world for companies including: Microsoft, HP, Dell, PepsiCo, Fidelity, Deloitte, Cisco, Marriott, Accenture, Boeing and Texas Instruments.

"First of all let me just say that Steven was TERRIFIC! The CEO, COO and CFO were all in his class along with many other leaders and they are ALL Raving about this " -VP HR, Healthcare Co.

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