

# How to be a Productivity Ninja

Worry less, achieve more, love what you do

<b>Format</b>	90 minute seminar
<b>Breakdown</b>	An action-packed combination of presentation, group discussion and individual action planning
<b>Participants</b>	Unlimited - however many your training or event room will hold!
<b>Results</b>	Inspiration and individual action plans to help develop Productivity Ninja™ level skills
<b>Key Benefits</b>	<ul style="list-style-type: none"><li>• Review your current habits, get inspiration and lots of new ideas - and have fun!</li><li>• Use the 9 Characteristics of the Productivity Ninja™ to identify specific changes and tactics to improve your personal productivity and wellbeing</li></ul>



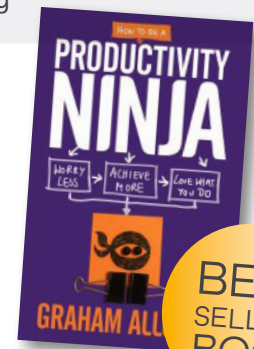
## Overview

Many of us are overwhelmed, and struggle with the constant distractions we face in our work. Information overload is a big problem. Juggling productivity and wellbeing successfully is a challenge.

It's no longer enough to just focus on "time management": it's time to think about how you manage your attention and focus, your projects and actions, your choices and habits.

A Productivity Ninja™ is calm and prepared, but also skilled and ruthless in how they deal with the many enemies of productivity and wellbeing.

We'll share with you the **9 Characteristics of the Productivity Ninja™**, and help you identify specific ways you can implement them.



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**Don't just take our word for it...**  
Genuinely the best training course I've been on - that's coming from a massive training-sceptic.  
ANDY NAKONECZNYJ,  
WATERAID  
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## Results

Reflection, inspiration, motivation and lots of new ideas – plus individual action plans to develop Ninja-level productivity skills.



