



PRODUCTIVITY BOOST

A Workshop with Ori Bar On



The Challenge

As the workforce shifts towards remote or hybrid work, it's no surprise that fatigue, procrastination and frustration are affecting productivity. The balance between home and work is off, and boundaries blurred. Professional tasks are forced to sustain multiple interruptions from the personal realm, and vice versa.

Proposed Solution

Productivity Boost Workshop

Inspired by GTD methodology (Getting Things Done), this workshop quickly trains your team to implement a simple technique that organizes your life in just five minutes a day. Get serious about managing your time so that your time stops managing you!

To tailor the workshop to your needs, we have prepared a short questionnaire (2min to fill in) in order to discover specific productivity pains. Kindly ask workshop participants to fill in this questionnaire ahead of workshop time.

Workshop structure

- Step 1: Mindset. Productivity is not only about getting more things done in a given time, but rather getting the right things done to make the greatest impact.
- Step 2: Getting to know the productivity system.
There are many systems out there. Adopting a productivity mindset and implementing it in your daily routine are far more important than using this tool or another. We will spend this session to overview Trello (trello.com) as our tasks management system
- Practice time: Setting up your productivity system
- Step 3: Organize your tasks. Participants will learn how to organize their tasks according to the GTD method (Getting Things Done).
- Practice time. By the end of this practice, participants should have an up and running productivity system!
- Step 4: Habits forming plus tips and tricks to increase productivity

Workshop duration: 3 hours.

For more information, please visit: <https://www.oribaron.com/productivity-en>

Meet your Career Coach

Ori Bar On ([Linkedin](#)) masters career development by building and improving management skills, sharpening communication skills, boosting productivity and more.

Ori has served as a Director of Product Management in various tech companies. He has 20 years of experience working for small startups as well as global corporations.

In the past 5 years as a Career coach, Ori has helped individuals and organizations transform and boost their performance. He has vast experience with online workshops and personal development processes. Ori holds B.Sc of Electrical Engineering from Ben Gurion University (Israel), MBA Marketing from Bar Ilan university (Israel). He is a certified Mediator and a certified Career Coach.

Being a digital nomad, Ori has been traveling around the world with his family since 2017 while running his online coaching business