

BUILDING YOUR REMOTE WORK MUSCLE

FranklinCovey
CURRENTISSUES™
LIVE-ONLINE SERIES

Lessons and Tools From *The 5 Choices to Extraordinary Productivity*®

The Challenge for Remote Workers

In this new world of remote work, not everyone feels like they are in a position to be effective with work and life... at home. Whether you are the CEO or a frontline team member, the amazing work you do in the office might feel at risk when you have to do it at home. Reactivity and loneliness can also become the constant companions of a newly remote worker, along with feeling like you are not pulling your weight... anywhere. When you're not sure where to start and frustration sets in, how do you lean in so you can build your remote work muscle?

Introducing *Building Your Remote Work Muscle: Lessons and Tools From The 5 Choices to Extraordinary Productivity*

This solution provides the opportunity to uncover concerns, fears, and challenges in our new world. It allows you to move on to the practical mindsets, skillsets, and toolsets you can implement to get your highest-quality work done, your highest-quality family time accomplished, and ensuring a quality self.

This fast paced and interactive work session is not just for the newly minted remote team member, but for anyone who wants a few more tips and tools to drive an even more productive remote environment, which definitely includes having fun!

| THE CHALLENGE | THE SOLUTION |
|---|---|
| Remote team members feel overwhelmed. | Understanding how the brain works helps you recognize what you think and feel and how to take control. |
| Not enough time to help everyone at work and at home. | As knowledge workers, solving problems around prioritizing decisions, focusing attention, and energy management, drives productivity. |
| How to do quality work, spend quality family time, and care for self. | Creating space, organizing stuff, and enhancing planning systems leads to feeling highly accomplished. |
| Remote team members feel drained and isolated. | Establishing processes to ensure quality connections can turn those connections into energy drivers! |

Objectives

Building Your Remote Work Muscle is based on FranklinCovey's bestselling work session *The 5 Choices to Extraordinary Productivity*. The mindsets and skillsets provide remote workers with the strategies to succeed in this unique work environment.

| PRACTICE | OBJECTIVE |
|---|--|
| BUILD YOUR REMOTE WORK MUSCLE | Identify the remote work issues that make you feel overwhelmed and emotional, and what you can do to gain some control to accomplish quality work, family, and self. |
| PRIORITIZE QUALITY THROUGH HIGH-VALUE DECISIONS | Understand how to intentionally prioritize all of the "incoming," and then pause, clarify, and decide to get the greatest return on quality relationships and personal and professional accomplishments. |
| FOCUS YOUR ATTENTION | Learn to create your space, organize your stuff, and execute effectively through weekly/daily planning... in the midst of many distractions at home. |
| MANAGE YOUR ENERGY TO EXECUTE ON QUALITY OF LIFE | Identify energy drains and best-practice gains to give your best quality to yourself, your family, and colleagues. |
| STAY CONNECTED | Practice having a "Trust Talk" to ensure quality connections while working remotely. |
| PLAN FOR SUCCESS | Commit to two to three things you can do to stay focused, be productive, and maintain momentum in all key areas while working remotely. |

Delivery Option

Building Your Remote Work Muscle is available as a Live-Online™ work session to be delivered by a FranklinCovey consultant.

Resources

The solution includes:

- 90-minute Live-Online work session
- Participant toolkit

FranklinCovey has a team of more than 150 delivery consultants who facilitate thousands of Live-Online and Live In-Person work sessions each year. These experts are certified in all our content solutions and are highly skilled in virtual delivery. For more information or to schedule a work session, contact your FranklinCovey client partner or call 1-888-868-1776.