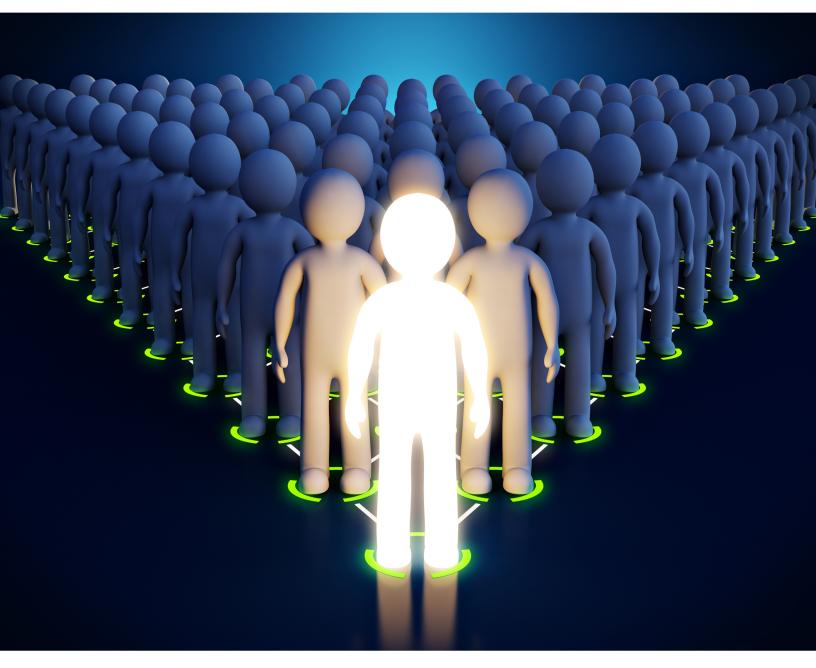


# LEADER GUIDE





## Episode 48: The Top 5 Productivity Killers for Leaders

1)	- The Unnoticed Thief
Distractions are one of the greatest enemies of	
2)	- The Habits That Hinder
3)	- The Silent Divider
4)	- The Cost of Constant Choices
5)	- The Confidence Killer



### Episode 48: The Top 5 Productivity Killers for Leaders

#### **Episode Summary:**

Leaders face five major productivity killers that can significantly impact their effectiveness: distractions, derailing habits, disconnection, decision fatigue, and self-doubt. Distractions like social media and constant notifications steal precious time, while poor habits and lack of discipline create internal barriers. Team disconnection and excessive decision-making drain energy and effectiveness. Self-doubt often prevents taking necessary action. By implementing strategic solutions like time blocking, habit replacement, improved communication, and decision automation, leaders can overcome these challenges and maximize their productivity.

#### **Reflection Questions:**

- What are your biggest time-wasters during a typical workday?
- How do you currently handle distractions in your workplace?
- What habits have you identified that might be derailing your productivity?
- How do you maintain meaningful connections with your team while staying productive?
- When during the day do you feel you make your best decisions?
- What strategies do you currently use for time blocking?
- How does self-doubt impact your decision-making process?
- What steps can you take this week to better protect your time?