

Network Perspective Workshop

WORK HABITS CHANGE - BENCHMARKS, ACTIONS & IMPACT



Business context

Key pains of remote work - before & after pandemic

HIGH WORKLOAD

MEETINGS	DEEP WORK	CONTEXT SWITCHING
+ 250% time on meetings [1]	- 30% time for deep work [2]	+ 45% chats per week [1]

LOW WELL-BEING

INTRA-TEAM BONDING	CROSS-TEAM LEARNING	WORK-LIFE HARMONY
- 25% bonding connections [3]	- 30% bridging connections [3]	- 10% longer workday [4]

Meetings: time spent on meetings per week per employee | Deep work: time of individual work uninterrupted by min. 2h by meeting, email / IMs sent | Context switching: time of individual work for less than 2h uninterrupted by meeting, email / IMs sent | Intra-team bonding: connectivity within a team & with a leader | Cross-team learning: connectivity with other teams | Work-life harmony: workday length & harmony at work

[1] Microsoft: [The Next Great Disruption Is Hybrid Work—Are We Ready?](#) [2] Harvard Business Review: [Collaboration Overload Is Sinking Productivity](#) [3] HR Exchange: [The Neighborhood Effect: Implications of Hybrid Work | HR Exchange Network](#) [4] World Economic Forum: [Longer hours, more emails and shorter meetings – working from home in the time of COVID](#)

Workshop agenda

#1 Work habits

To get to know the model for work habit analytics & continuous improvement

#2 Pains & aims

To get benchmarks on what pains teams face & how high performing teams work

#3 Actions, voting & alignment

To analyze your company pains and identify improvements with the highest potential for impact in your company

#4 KPIs & impact

To measure the success of change & calculate ROI

2h online workshop for

C-level
HR teams, HRBPs, Agile Coaches, SMs, POs
People leaders

max 15 participants



Workshop leading

Anita Zbieg PhD, LinkedIn
CEO Network Perspective
People & Work Analytics Expert

#1 Work habits model

WORKLOAD

MEETINGS

DEEP WORK

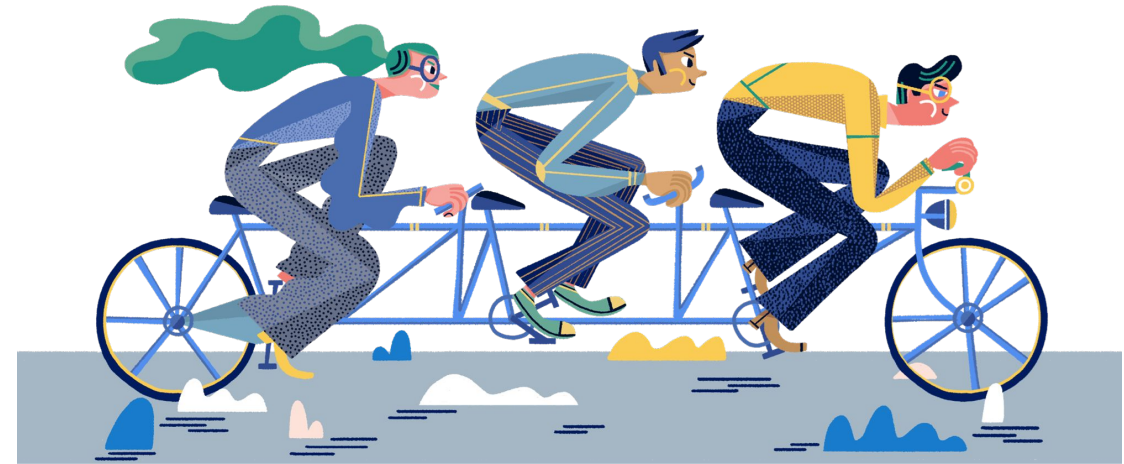
CONTEXT SWITCHING

WELL-BEING

INTRA-TEAM BONDING

CROSS-TEAM LEARNING

WORK-LIFE HARMONY



#2 Pains & aims

sample for meetings

PAINS	AIMS	IMPACT
Newbie 5h / person / week		High workload increases the chances for burnout 2.2 times (Gallup, 2021),
Individual Contributor 16h / person / week	5-15h / person / week	Employees who say they very often or always experience burnout at work are (Gallup, 2021): 2.6x as likely to be actively seeking a different job , 63% more likely to take a sick days , 13% less confident in their performance.
Leader 32h / person / week		

#3 Actions, voting & alignment (1)

#1 micro-habits at work

Do we have the habit to accept, reject, and delegate meetings?

CONFLICTING MEETINGS

Number of hours with two or more meetings at the same time

8.3 hours/week/person



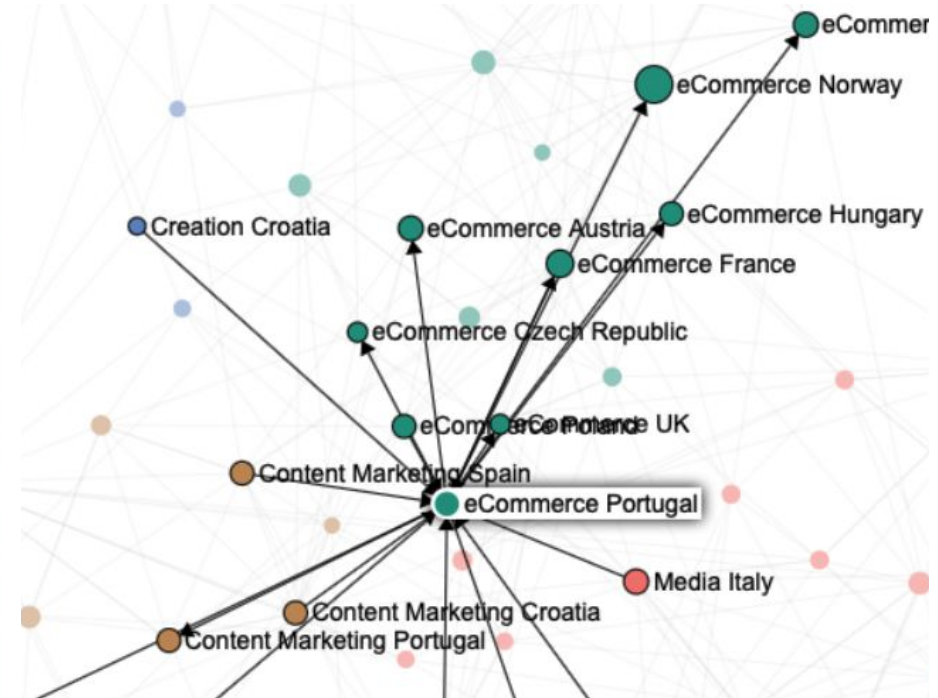
**continuous
process not event**

#2 balance between sync and async

Monday	Tuesday	Wednesday	Thursday	Friday
9%	9%	6%	8%	11%
14%	14%	14%	10%	22%
37%	43%	35%	35%	43%
57%	59%	53%	57%	59%
59%	59%	59%	52%	55%
62%	63%	62%	57%	66%
56%	55%	59%	56%	55%
28%	36%	31%	43%	31%
32%	43%	42%	54%	33%
30%	44%	42%	46%	30%
43%	62%	39%	53%	42%
28%	33%	29%	26%	27%
28%	37%	36%	32%	28%
21%	33%	31%	28%	24%
17%	36%	25%	36%	19%
14%	19%	18%	23%	9%
6%	11%	6%	6%	2%
12%	16%	11%	9%	9%
3%	3%	3%	4%	2%
2%	3%	2%	4%	2%

**contracts
for teams & org.**

#3 (cross) team connectivity



**intentional
interactions**

#3 Actions, voting & alignment (2)

micro-habits at work - sample for meetings

Action	Challenge, impact	More of / Less of
Reduce the number of attendees & duration of meetings	50% of teams do not have a culture of shortening meetings / reducing the number of attendees	1. Live Doc Meeting Agenda 2. Roles for meetings — DRI, obligatory, optionally 3. Meetings time rules: 5 / 15 / 25 / 50 / 90 min 4. Long & large meetings divided, or only with clear purpose (e.g. town hall)
Cut potentially powerless meetings	25% of teams spend 5h weekly per employee on long & large meetings	
Build a culture of accepting / rejecting / delegating meetings	75% of teams do not have a culture of accepting / rejecting / delegating meetings	1. Everyone should confirm, decline or delegate the meetings - set up this functionality in calendar 2. Meeting roles + recording

#4 KPIs & impact

Leading indicators

Lower workload

- (1) time spent on meetings weekly
- (2) time spent on deep work weekly
- (3) number of working hours interrupted by chats & emails

Higher wellbeing

- (1) workday length & time spent on meetings & emails after work,
- (2) personal network size & connectivity, (3) number of interactions with a leader

Lagging indicators

Lower burnout, absence, turnover

Higher engagement, effectiveness, innovations

Lower costs of HR programs related to workload & wellbeing

Impact calculator

We'll calculate workload & wellbeing pains and the impact of change

Where does our experience come from?

#1 We've developed analytical software.

It gives people leaders data & insights about teams' collaboration habits. With strong ethics upfront.

- [short description](#)

#2 We share our knowledge.

Over 11 years we've learned how to implement people analytics in an impactful way. We teach data distribution to make a real change in work habits.

- exemplary [workshop](#), [session](#), and [webinar](#)
- exemplary [ebook](#), our [blog](#)

Workshop testimonials

"I am currently starting an experiment with my team to restructure our calendar. The template is pretty helpful for that. Thank you!"

"It inspired me in my way to support team in their organisation and more widely our company. I hope I will have the opportunity to share with colleagues to spread the content!"

"Thanks once again for the productive webinar and the quorum of Agile Coaches. (...) Especially the slides with examples of online collaboration practices. I believe it might be helpful in my Agile practice!"

"Really nice explanation and examples how to implement these 4 different blocks in weekly schedule. Deep work is the weakest part of my daily work (and my team) so it is really helpful to understand it and have some ideas how to improve it."

"What was the main value? How to use data, change mindset to async, a lot of workshop talks. Loved that it's set on real data!"



Interested in the details?



Anita Zbieg, PhD

CEO Network Perspective

tel. +48 790 500 435

anita@networkperspective.io

www.networkperspective.io



Ania Garczyńska

Client Partner

tel. +48 532 605 559

anna@networkperspective.io

www.networkperspective.io

www.networkperspective.io

TEAMS' WORK HABITS, SYNCs & CONNECTIVITY ANALYTICS BUILT FROM COLLABORATION DATA