

# 17 TIPS FOR TEAM PRODUCTIVITY

1. Get people on board
2. Set clear and realistic goals
3. Monitor progress
4. Create healthy competition
5. Run regular meetings
6. State clear expectations
7. Plan work better
8. Re-think your meetings
9. Start time blocking
10. Be flexible with work schedules
11. Avoid overworking
12. Celebrate wins more often
13. Learn what others are doing
14. Practice coach-like management
15. Lead by example
16. Learn to let people go
17. Don't rush the progress