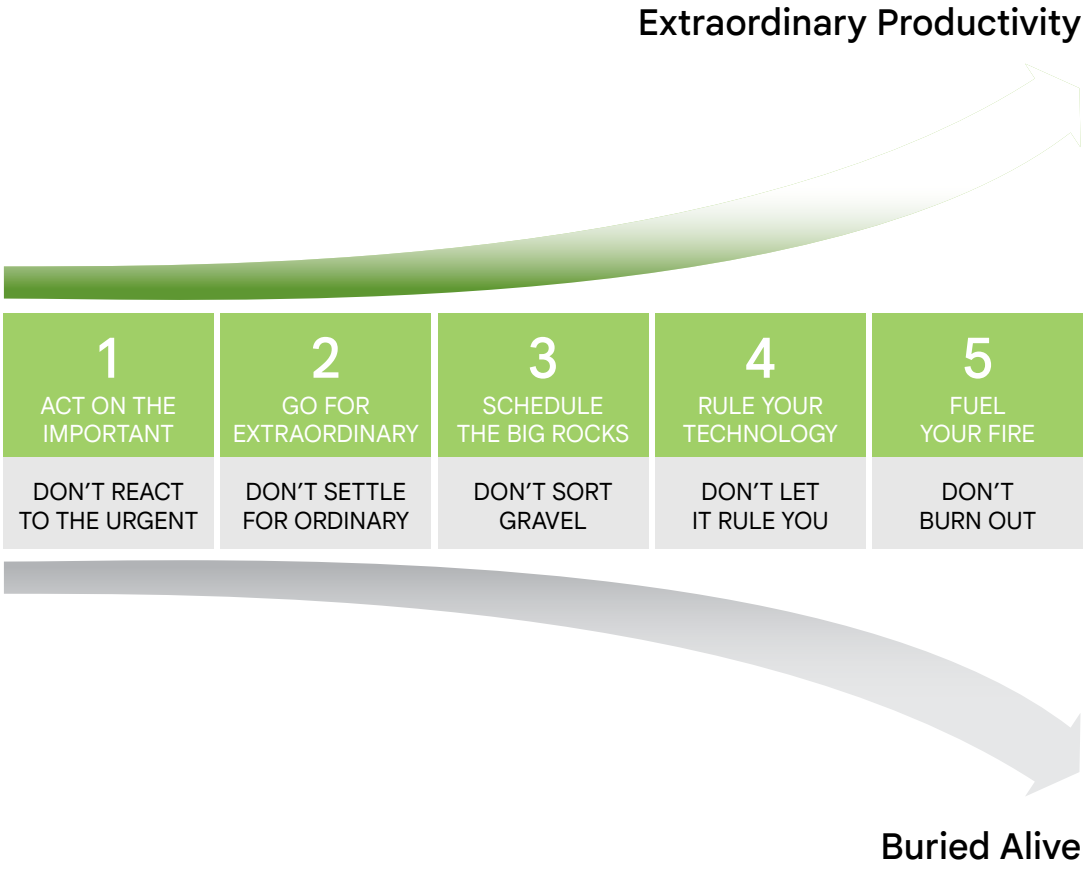
FranklinCovey



THE 5 CHOICES™

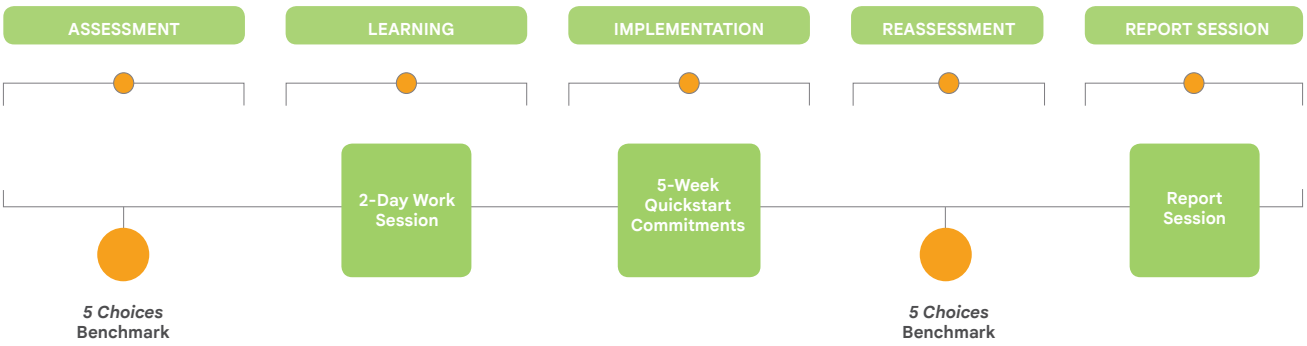
to extraordinary productivity

The 5 Choices to Extraordinary Productivity process measurably increases productivity of individuals, teams, and organizations. Participants make more selective, high-impact choices about where to invest their valuable time, attention, and energy.



CHOOSE	TABLE OF CONTENTS
1 **Act on the important** *don't react to the urgent*	In today's world, people are drowning in email, overwhelmed with demands, and trying to do more with less. 5 Choices participants filter the vitally important priorities from distractions so they can focus on making a real contribution.
2 **Go for extraordinary** *don't settle for ordinary*	Everyone wants to make a difference, but competing priorities often prevent them from achieving extraordinary results. 5 Choices participants redefine their roles in terms of extraordinary results to achieve high-priority goals.
3 **Schedule the big rocks** *don't sort gravel*	The crushing increase in workday pressures can make people feel helpless and out of control. 5 Choices participants regain control of their work and lives through a cadence of planning and execution that produces extraordinary outcomes.
4 **Rule your technology** *don't let it rule you*	An electronic avalanche of email, texts, and social-media alerts seriously threaten productivity as never before. 5 Choices participants leverage their technology and fend off distractions by optimizing platforms like Microsoft® Outlook® to boost productivity.
5 **Fuel your fire** *don't burn out*	Today's exhausting, high-pressure work environment burns people out at an alarming rate. Applying the 5 Energy Drivers™, participants benefit from the latest in brain science to consistently recharge their mental and physical energy.

THE 5 ***CHOICES*** PROCESS



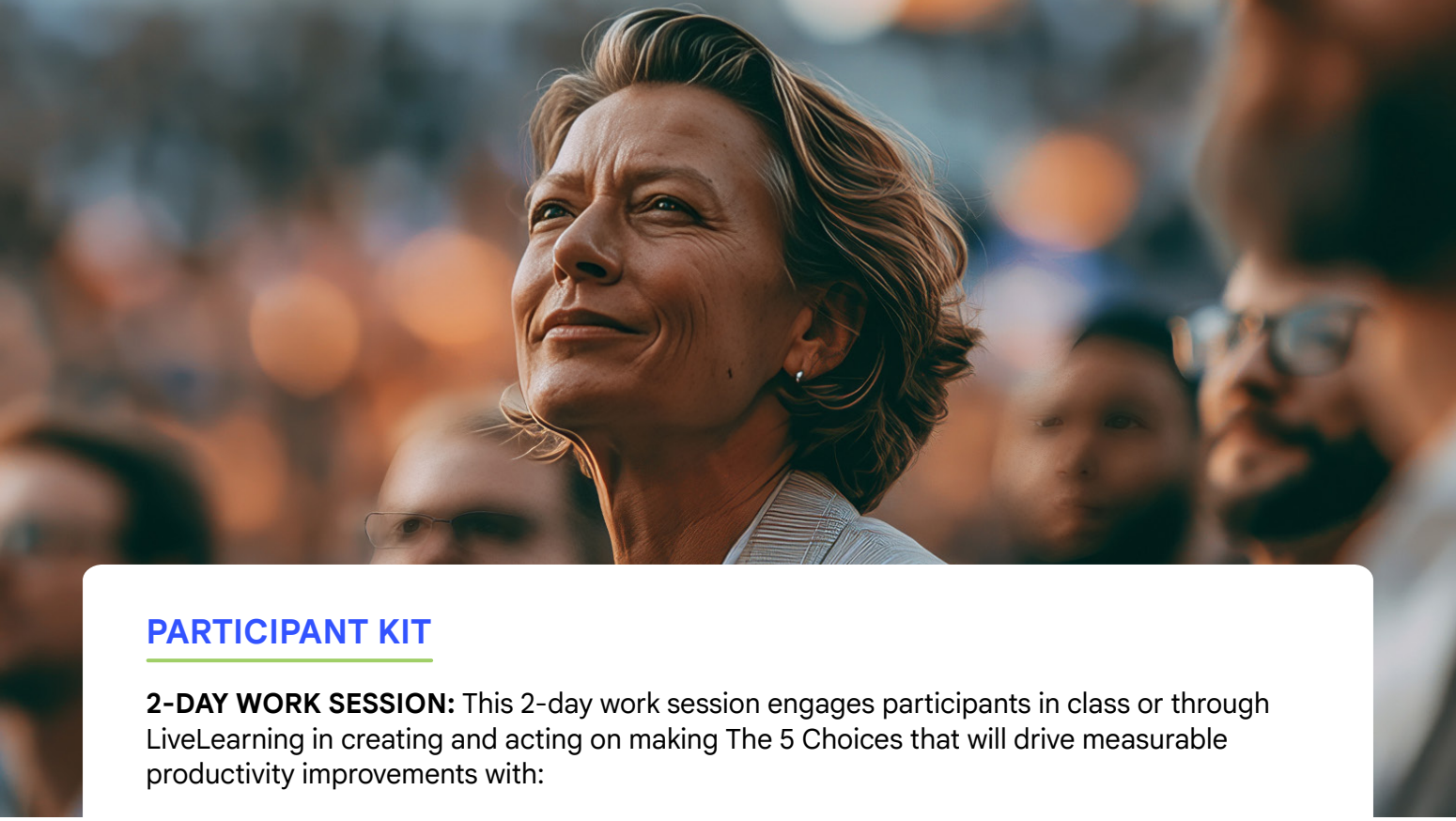
CHALLENGE

The barrage of information coming at us from multiple sources (e.g., texts, email, tweets, blogs, and alerts), coupled with the demands of our careers, are overwhelming and distracting. The sheer volume of information threatens our ability to think clearly and make wise decisions about what's important. If we react to these stimuli without clear discernment, we fail to accomplish the goals that matter most in our professional and personal lives.

SOLUTION

FranklinCovey's ***The 5 Choices to Extraordinary Productivity*** solution inspires participants to apply a process that will dramatically increase their ability to achieve life's most important outcomes. Supported by science and years of experience, this solution not only produces a measurable increase in productivity, but also provides a renewed sense of engagement and accomplishment.





PARTICIPANT KIT

2-DAY WORK SESSION: This 2-day work session engages participants in class or through LiveLearning in creating and acting on making The 5 Choices that will drive measurable productivity improvements with:

PARTICIPANT GUIDEBOOK

TECHNICAL GUIDE

- Instructions on how to maximize use of Microsoft® Outlook,® Lotus Notes,® Google Apps,® etc.

THREE BONUS MODULES
(video-based mini-courses)

- WILDLY IMPORTANT GOALS Chris McChesney, Execution Practice Leader, FranklinCovey
- OFFICE NIRVANA Julie Morgenstern, Productivity Strategist, The New York Times Best-Selling Author
- BRAIN-CARE BASICS Dr. Daniel Amen, Brain Expert, The New York Times Best-Selling Author



FranklinCovey

FranklinCovey is the world leader in leadership development and cultural transformation with life-changing & timeless contents and impactful way of learning.

With the mission *"We Enable Greatness in People and Organizations Everywhere"*, FranklinCovey has been helping organizations develop exceptional leaders and winning cultures through training, consulting, and coaching. We are serving clients in more than 160 countries, including 75% of The Fortune 500.

FranklinCovey Vietnam (a member of PACE) is the exclusive partner in providing FranklinCovey's solutions for enterprises in Vietnam.

Our vision is to profoundly impact the way billions of people throughout the world live, work, and achieve their own great purposes.

OUR SIGNATURE SOLUTIONS

The solutions are built on universal values and principles, helping leaders at all levels develop leadership capabilities and transform their own cultures.

- The 7 Habits of Highly Effective People
- Leading at the Speed of Trust
- The 4 Essential Roles of Leadership™ — Transforms Good Leaders into Great Leaders
- 6 Critical Practices for Leading a Team®
- Liz Wiseman's Multipliers® — How the Best Leaders Ignite Everyone's Intelligence
- Inclusive Leadership
- Change — How to Turn Uncertainty Into Opportunity
- The 5 Choices™ to extraordinary productivity
- Project Management for the Unofficial Project Manager™
- Leading Customer Loyalty™
- Unconscious Bias™
- The 4 Disciplines of Execution

DEVELOP YOUR LEADERS	BUILD A WINNING CULTURE	CREATE BREAKTHROUGH RESULTS

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