

MOVING FROM BUSYNESS TO EFFECTIVENESS

Find your focus and create more with less

2026



"Most practical! Thanks for providing tangible strategies I can apply to a number of areas of my life."

Thomas Beith

"What an insightful way to enhance my presentations!"

Tammy McDonald

"Very practical, engaging and empowering. I will definitely be able to feel confident enough to utilise these skills."

Kirsty Archimbaud

Program Overview

This program looks at the destructive nature of daily distractions and the power of creating new positive transformational habits, including how to gain more energy and focus, while investigating the 'The E-Factor' – the four essential dimensions to increase your energy sources.

We will work on gaining clarity for leaders and their team by making sure the three critical areas of time effectiveness (KRAs, Frogs and the ABCDE method) are in place for sustainable success.

Time is constant and irreversible and nothing can substitute for time and once wasted, time can never be regained. The central shift is towards 'Time Effectiveness' by concentrating on results and not busyness and activity.

Topics

- ▶ *Quit Busyness and Get Focussed*
- ▶ *Manage Your Energy – Not Your Time*
- ▶ *Energy Effectiveness is Your X-Factor*
- ▶ *The Critical Three – KRAs, Frogs and Your ABCs*
- ▶ *Transforming Distractions and Digital Addictions*
- ▶ *Creating Keystone Habits*
- ▶ *The Proteus E-Factor*

Learning Objectives

- ▶ *Reduce distractions and focus on high-value work*
- ▶ *Build habits that improve energy and productivity*
- ▶ *Prioritise using proven time management tools*
- ▶ *Understand what you do and its importance*

Dates - Half-Day Virtual Workshop

18 Mar 2026	19 Aug 2026	26 Nov 2026
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Times: 9:00am - 12:30pm

Investment

Individual **\$325pp + GST**

To view the schedule or to register in to the workshop click on the button below.

MORE INFO

In-house

All of our programs can be conducted as virtual or face-to-face In-house programs. Proteus can also customise an In-house program, tailoring it to your company's needs.

Contact our team to discuss your requirements on: [1300 219 903](tel:1300219903)

Virtual

All of our public and In-house programs will be running through the **Zoom platform**. Remember, you don't have to sign up to Zoom to use it.

Benefits of training with Proteus

- ✓ **Interactive workbooks** which allow participants to immerse themselves into a truly engaging experience.
- ✓ **Virtual break out rooms** are used to allow participants to work in smaller groups to complete activities and workshop ideas.
- ✓ **World-class facilitators** who are dedicated to helping people change their behaviour and actions.
- ✓ **Inspirational and practical content** that can be used immediately.



Cancellation Policy:

Payment is required before the commencement of training. All payments within 7 days of the program date must be paid by credit card or direct debit. Refunds will not be given within 7 days of the program date. Transfers to another program date or a replacement person, can be made up to 48 hours prior to the program, if submitted in writing. No refunds or transfers can be made after this time. Proteus Leadership reserves the right to change the facilitators/speakers or the advertised price.

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