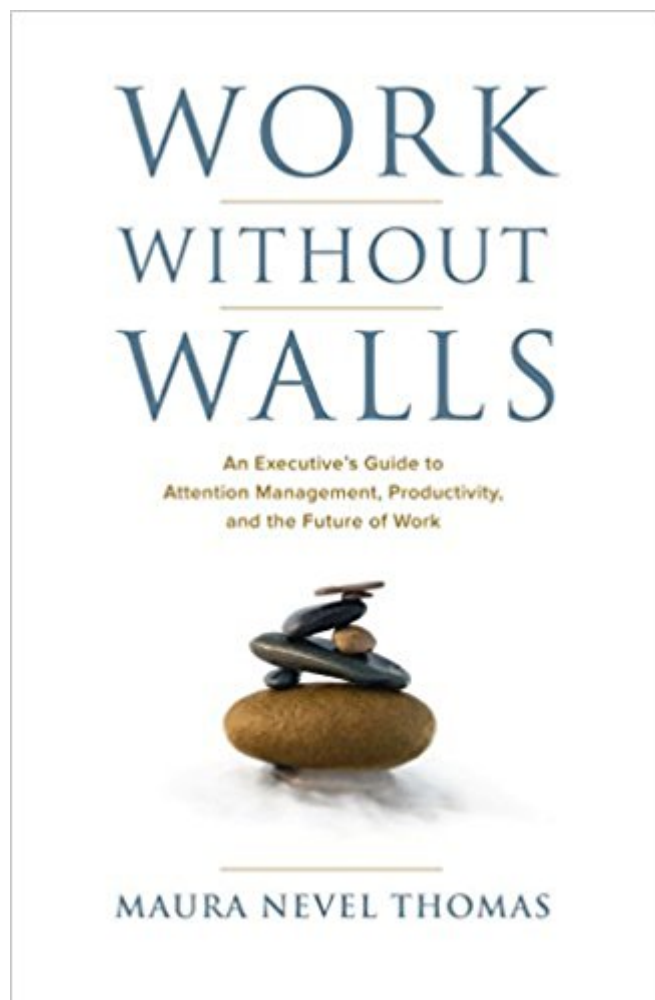




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Work Without Walls: An Executive's Guide To Attention Management, Productivity, And The Future Of Work



Synopsis

The Key to Success in the Knowledge Economy is Quality Employee Experience Executives must protect knowledge workers (and themselves!) from stress and burn-out. How can you and your team be creative when exhaustion and frustration from 24/7 communications, changing priorities, and constant distractions are the norm? Today's "always-on" work culture actually prevents you and your team from producing what really matters: ideas, innovation, and meaningful results. According to Maura Thomas in *Work Without Walls*, "the most important individual and corporate resources are neither time nor money, but body and mind." Her research and 20+ years of experience in the productivity field confirm that relationships and productivity suffer when people are stressed, and that greater employee happiness creates success and productivity, and is essential to deliver great customer experiences. Author Maura Thomas describes how to intentionally create a workplace culture that nurtures creativity and improves productivity by focusing on high-quality employee experience through: Work-life balance Holistic well-being Significant results Attention management vs. time management Effective communication strategies Office design that supports both collaborative and focused work Vacation and downtime Off-site work with healthy boundaries Each chapter provides personal shifts and organizational changes through specific action items you can implement now to support the well-being and long-term success of you, your team, and your organization. "If conventional wisdom says that constant work is necessary for professional success, I can't think of a more important time to buck convention." ~Maura Nevel Thomas

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Customer Reviews

Maura Thomas, the queen of productivity, has done it again! She provides leaders with practical ideas and a roadmap to help their organizations create better results by changing how they manage attention. If you are a leader today, this book will provide immediate help for the productivity challenges you face.--Kevin Eikenberry, best-selling author of Remarkable Leadership...makes a convincing case...thorough work...A must-read for managers who are trying to navigate today's workplace. --Kirkus ReviewsMaura raises important points that have so far been missing from the discussion of these topics. This book is a must-read for leaders. -- --Dr. Edward Hallowell, best-selling author of *Driven to Distraction at Work* and *Crazy Busy*, and Founder of the Hallowell CentersMaura Thomas provides an excellent and full understanding of the need for each of us to stop, pause, take a break and breath. ...The pace of our day & life has never been this full as well as disruptive for me. Her new book is a must read for business owners, senior executives and team leaders who have a "people" culture and a set of core values that focus on caring, trust, challenge and growth. --Ed Stillman, CEO Coach and Chair, Vistage InternationalWork Without Walls offers an important perspective on productivity and attention in the changing business environment that I haven't seen in other business media. Not only does the author sound the alarm about critical and emerging business issues, but she provides an easy-to-follow blueprint for navigating and implementing solutions. I highly recommend this book for leaders in organizations of all sizes.--Khiv Singh, Vice President, Sales and Marketing, Sapience AnalyticsWork Without Walls offers an important perspective on productivity and attention in the changing business environment that I haven't seen in other business media. Not only does the author sound the alarm about critical and emerging business issues, but she provides an easy-to-follow blueprint for navigating and implementing solutions. I highly recommend this book for leaders in organizations of all size. --Khiv Singh, Vice President, Sales and Marketing, Sapience AnalyticsWork Without Walls will be a huge benefit to any leader whose team has struggled to stay focused at work and maintain a healthy work-life balance. --Dr. Art Markman, author of Smart Thinking and Smart ChangeThis book is informative, engaging, practical, and innovative. It is an essential resource for organizational success today and into the future. --Dr. John Dovidio, Professor of Psychology, Yale University

The purpose of my work is to teach busy, driven knowledge workers to regain control of their lives

and work so that they can live a life of choice, and joyfully and enthusiastically offer their unique gifts (their 'significant results') to the world every day. It's those gifts that will power the world into a successful future and that will allow us to realize the promise of our individual and collective potential. ã Å In my most recent experience as a speaker and trainer, I've had the opportunity to work directly with CEOs and business leaders at companies of all sizes. This experience helped me to see how the knowledge learned in my decades in the personal productivity industry could be useful in shaping corporate cultures where employees are set up to optimize individual and organizational success. This book is a result of that experience, and I hope you find it as useful as my clients have. ã Å

This is a great book for anyone wanting to be more productive at work (or, at home as well). The author identifies hundreds of changes to make - from small to large. It's not like you have to do them all to get the rewards, though. Of particular value is that these recommendations are supported by research. I found it interesting when the research shows how we don't always act in our best interest. Many of our daily actions are not consistent with what is best for us personally OR at work. She emphasizes how we sacrifice many things (sleep, time with family, hobbies) supposedly on behalf of our company. The surprising (and sad) part is those "sacrifices" are often in vain as they harm both us and our companies. After reading this book, I challenge you to not find actions you should be doing differently.

This is a very thoughtful book and perfect for anyone that deals with supervising, management or marketing. I would even go so far to say that it can help dramatically in your personal life. After reading it, I have purchased several copies for colleagues that are at CEO levels in their businesses. The book is very well laid out and can be a quick read with tons of useful day to day information as well as long term training points.

I highly recommend Maura's latest book to anyone in a leadership role who truly gets the importance of productivity. As leaders, one very important dimension of our work is removing outdated workplace systems and processes while continually reimagining our work environment and work culture to attract and retain the best talent. I like the pull quote in the book that reads, "The CEO needs to be the Chief Productivity Officer." Almost every organization needs a cultural tuneup and the costs of a broken or outdated work culture couldn't be higher as top talent is hard to find and keep. The book is full of easily digestible tactics and strategies that can spark needed change.

This is a must read for anyone that uses brain power to get their job done. As Maura points out, we are now in an age of knowledge workers. Our work world is shifting and leaders have to adapt to create engagement, productivity, and profitability. This book provides specific tools and actions that can make work places more productive and enjoyable. The advent of technology has helped us in many ways, but as Maura so effectively demonstrates, it is now to our detriment when it comes to managing our lives. The book is easy to read, has helpful summaries, and great suggestions to implement the strategies. Thank you, Maura, for changing the landscape of productivity and providing ways that allow employees and employers to work smarter.

This is one of the more important books for those doing knowledge work or for those leading teams doing knowledge/creative work. The author suggests tools that can help us break out of our stagnate growth-rate in productivity in the services sector. This is a good resource for CEO's, managers, consultants, and solopreneurs. The summaries allow for a quick perusal to get the main ideas and then the detail and research give practitioners confidence to lean their full weight on the best practices the author suggests. There are also several ways I thought I might apply this to my personal life as I read through it. Important book and easy to follow.

I loved this book! In *Work Without Walls* Maura addresses timely topics like how to handle email, workflow and vacation time in today's technology and distraction filled environment. The end of each chapter lists out "action items" making the concepts learned easy to implement immediately. I like how Maura challenged me to take a step back and re-think company policies as well as my own personal behaviors and the messages those send to my team. My entire team works remotely, so I loved her chapter devoted to telecommuting. This book was especially relevant to me as the business owner, but I also plan to have my entire team read this, especially the chapters on distraction & attention, email, and telecommuting.

This is a very honest book. And it is a very smart book, from design and layout, to clear cut actions you can take to transform your organization into one that attracts and retains the best talent. Maura's content is easy to digest, full of common sense, innovational and practical. It is no surprise the Maura is a highly sought out Speaker and Trainer.

Geared only towards workers in the workplace who collaborate with others, not single proprietors of

business or any other demographic of workers. I would skip this one.

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