

# Productive & Happy

- creating better workdays  
KEA, October 23rd 2019  
with Jon Kjær Nielsen #jondk

Materials: [jon.dk/kea](https://jon.dk/kea)

Get more on the HappyWays Podcast





# Take action

- Decide on 1 or 2 things you will do after today
- Small steps!













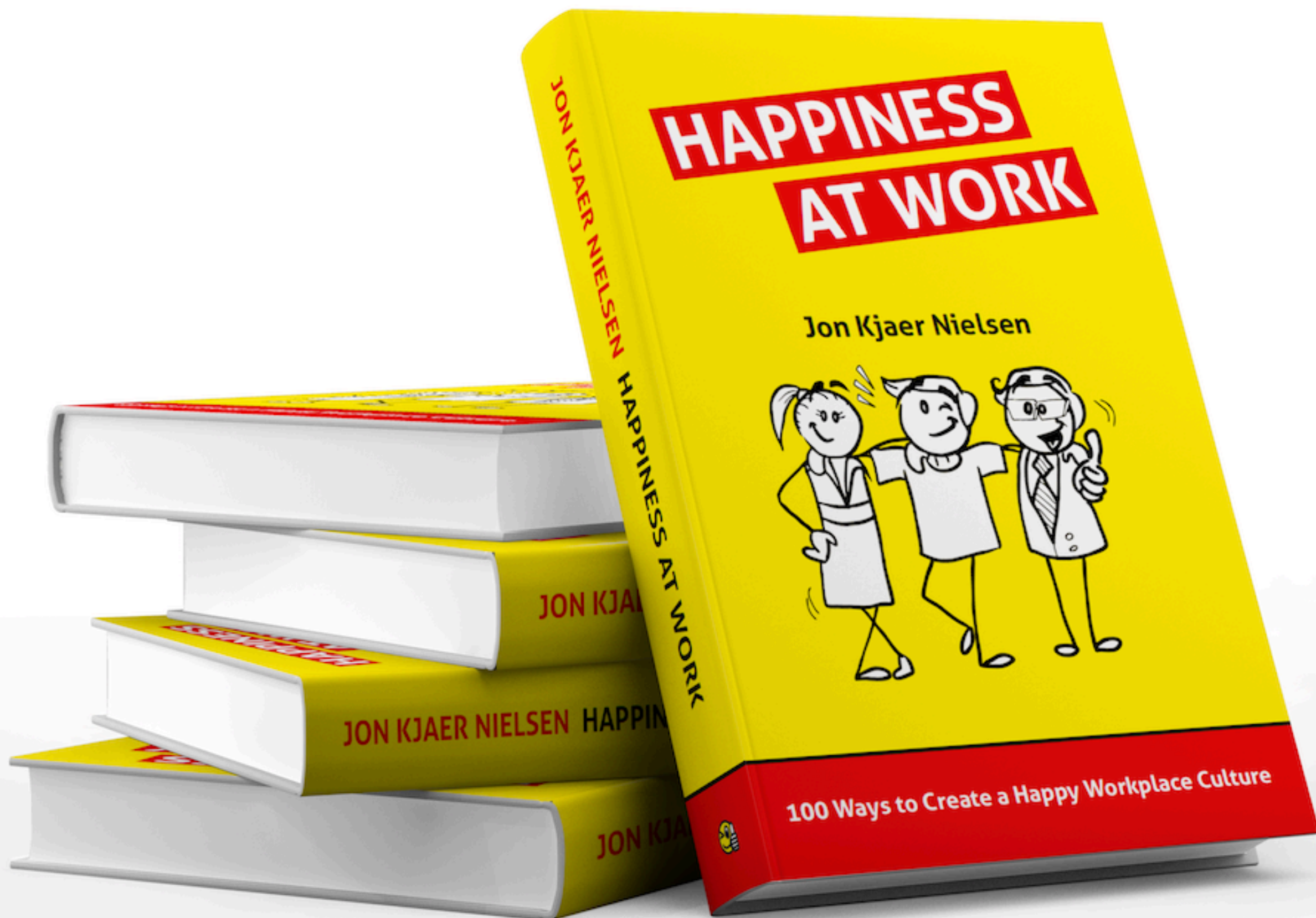
Jon Kjær Nielsen -  
Speaker & Author

M.Sc. in engineering,  
2002. Former HR  
Specialist.

Independent consultant  
since 2006.

Biker, book-worm, chef,  
podcast host





# HAPPINESS AT WORK

Jon Kjaer Nielsen



100 Ways to Create a Happy Workplace Culture



# Materials & more tools

Go to: [jon.dk/kea](http://jon.dk/kea)

- Today's presentation
- free ebook: "The Happy Dozen"
- The HappyWays + RevolutJon! Podcasts
- Goal tracking sheet
- Danish only: "Målrettet Mandag" newsletter





Basic question:

Why do anything?





# Arbejdsglæde

[arh-beids-gleh-de]

= Work Happiness

HBR.ORG

# Harvard Business Review



JANUARY-FEBRUARY 2012

68 **The Big Idea**

Runaway Capitalism  
(Beware the Peacock Effect)

Christopher Meyer and Julia Kirby

139 **Managing Yourself**

The Skills Every  
21st-Century  
Manager Will Need

186 **Life's Work**

Kareem Abdul-Jabbar

**PLUS** Audacious Ideas 2012

**SPECIAL DOUBLE ISSUE**

## THE VALUE OF HAPPINESS

HOW EMPLOYEE  
WELL-BEING  
DRIVES PROFITS







# Productivity:

...happy doctors are  
19% faster at making  
an accurate  
diagnosis...

*See: The Happiness Advantage, by Achor*





Question:

What makes you  
happy at work?

# Assignment:

Recall a good  
day at work or  
school





# Negative impact

- Poor Hygiene Factors





# Negative impact

- Poor Hygiene Factors
- Whining and complaining

# Playing The Victim



**GRUMPY CAT**

HappyWays Podcast  
Episode 03:  
An end to whining  
and complaining

**IS NOT IMPRESSED**

Key to life: Nothing is  
ever anybody's fault





# Negative impact

- Poor Hygiene Factors
- Whining and complaining
- Lack of recognition
- Not enough time for my work

## Personal productivity:

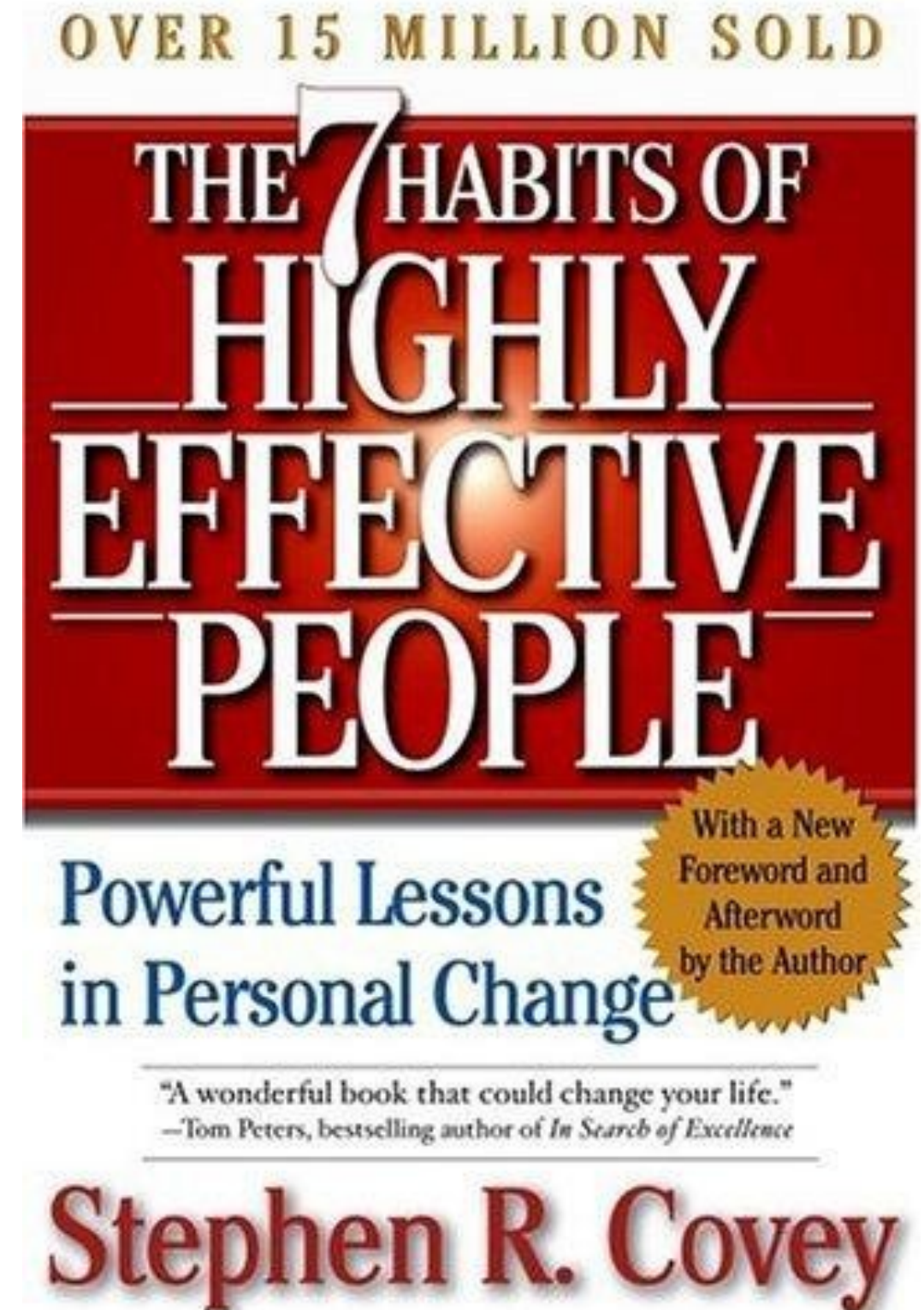
One thing you struggle with?

One tool/strategy that works for you?

A close-up, angled view of a clock face. The clock is white with black numbers and hands. The numbers 2, 3, 4, and 8 are visible. Overlaid on the clock face is the text 'OUR MOST PRECIOUS RESOURCE' in a bold, black, sans-serif font. The text is arranged in three lines: 'OUR MOST' on the top line, 'PRECIOUS' on the middle line, and 'RESOURCE' on the bottom line. The text is slightly tilted to follow the curve of the clock face. A large, red, 3D letter 'E' is positioned above the word 'PRECIOUS'.

**OUR MOST  
PRECIOUS  
RESOURCE**

Got habits?





# The planning fallacy vs. Reactive Mode





The main issue:

Focus & energy

# There is too much work

#1



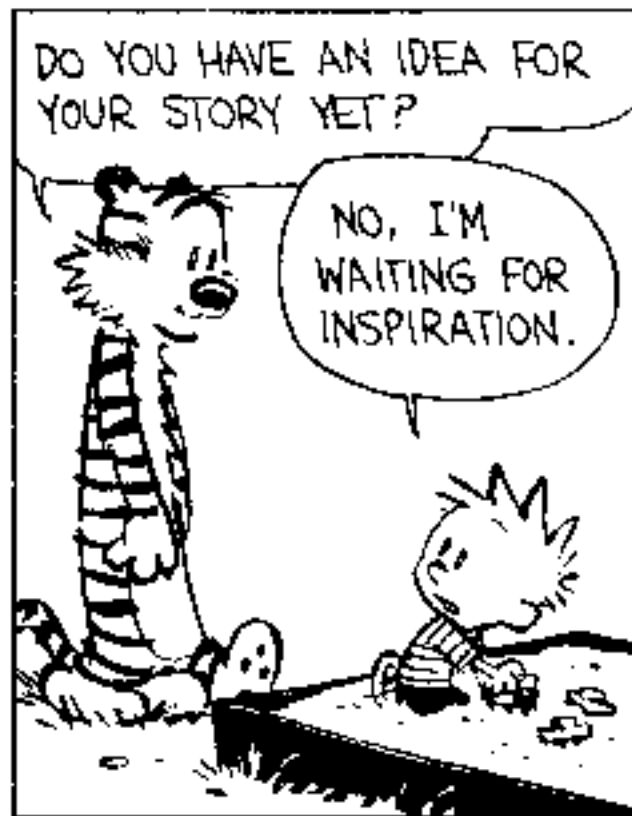


#2

It is possible to be  
happy at work, despite  
having too much of it



# Parkinsons Law

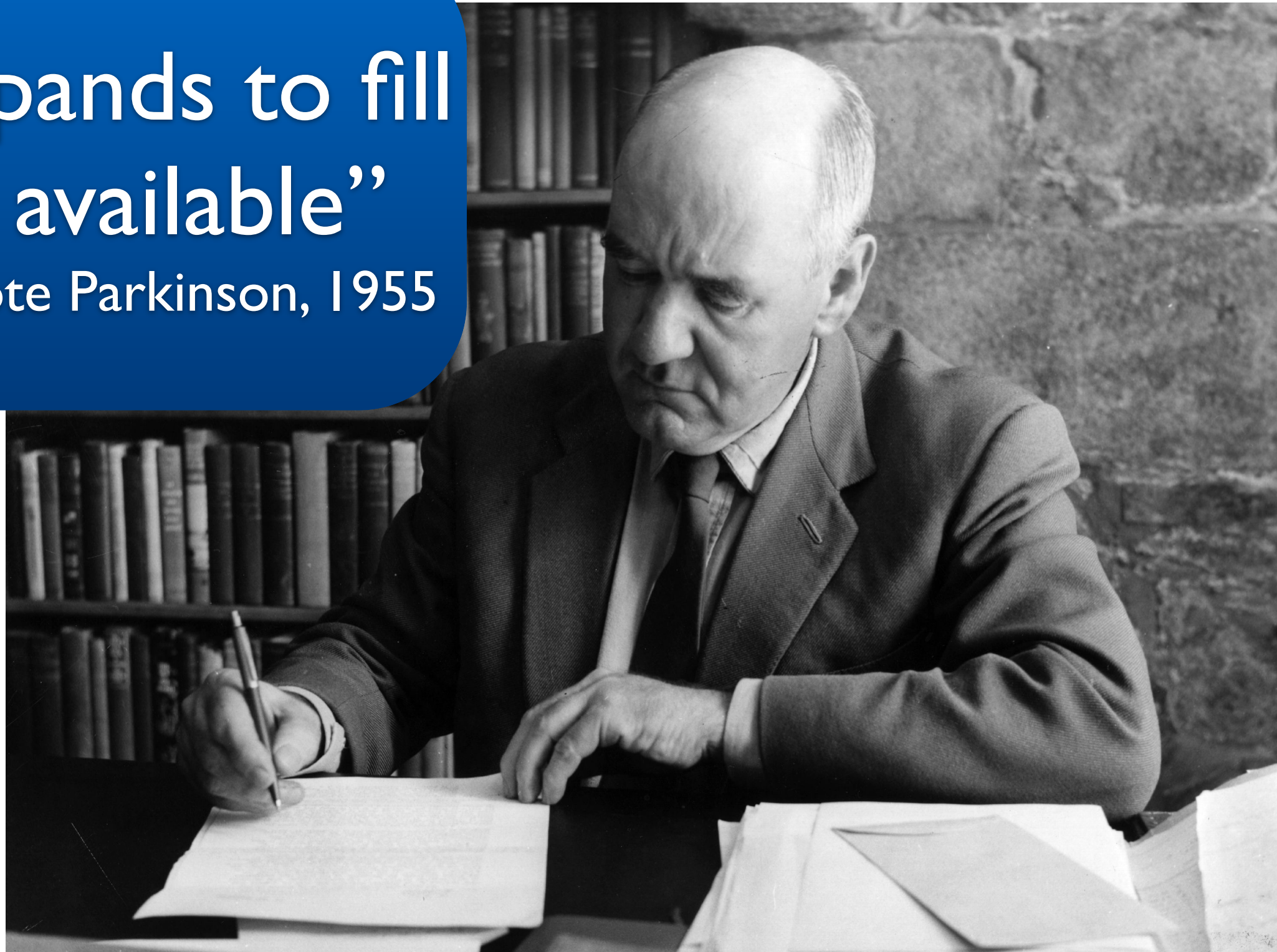


#3

# Parkinsons Law

“Work expands to fill  
the time available”

- Cyril Northcote Parkinson, 1955

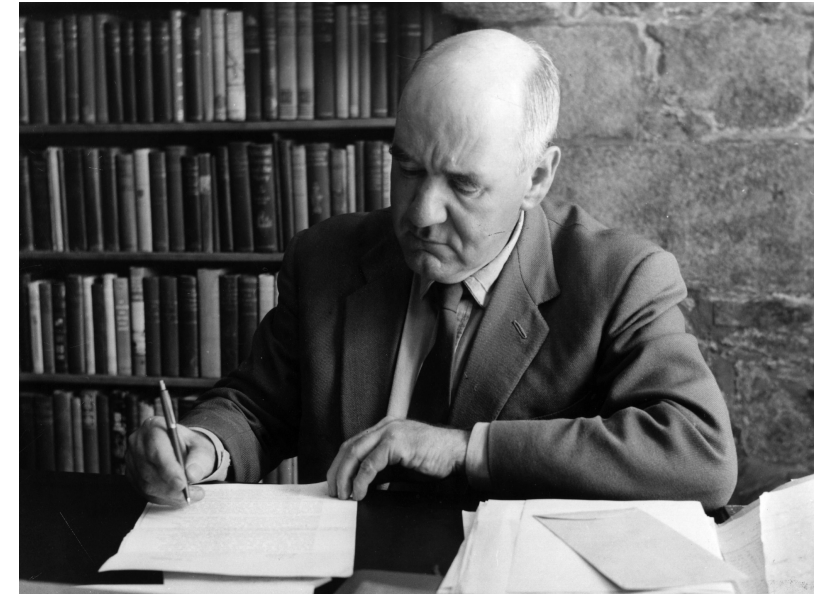




# Parkinsons Law



Tactical use of  
deadlines



Limited time on  
task

Ninja approach:  
Don't do it

# App: Pomodoro

## For PC:Tomighty



*Instructions:  
"Pomodoro Technique"*

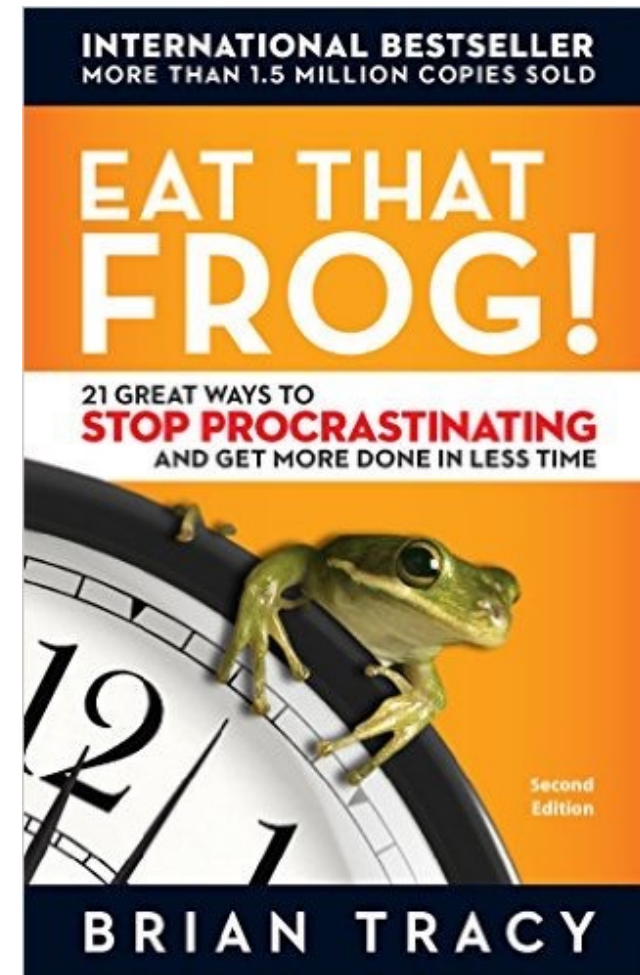
# Worries and problems expand over time

#4





Tracy: Do the most unpleasant thing first,  
the thing you're most like to put off.



Variation:  
Do the one thing that would have the biggest impact.




# The Seinfeld method



Bo arbejder som taxa chauffør. Efter et langt udløb har han endelig fået fodfæste på arbejdsmarkedet. Han har været på kontant-hjælp i mange år og har uddannet sig i at være vagmand og webintegrator. Først med taxa-kortkøret åbnede dørene til arbejdsmarkedet sig. Undervejs har han også været hjemløs, men han har haft et stabilt element i tilværelsen: Musikken. "Jeg begyndte at spille trommer som femårig. Da jeg kom på efterskole i 1988 lærte jeg at spille guitar og bas. Jeg spillede i nogle forskellige bands, indtil jeg kom med i Kirkens Korallers Baggrundsbands." Hvad betyder musik for dig? "Det samler folk og bryder alle barrierer. Og det giver et fedt kick, når man lykkes sammen til en koncert. Jeg lytter helst til blues, gerne med Clapton."

## SEPTEMBER.

MANDAG	TIRSDAG	ONSDAG	TORSdag	FREDAG	LØRDAG	SØNDAG
35						1
36 Leder af Mødet Ved en god chat	36 Møde af Mødet Høst af Mødet (billetter og video)	36 Mødet af Mødet Høst af Mødet (billetter og video)	36 Mødet af Mødet Høst af Mødet (billetter og video)	36 Mødet af Mødet Høst af Mødet (billetter og video)	7	8
37 2 timer af go efter! (vibegnet skifter)	37 Solener m. 10.00-14	37 Mødet af Mødet Høst af Mødet (billetter og video)	37 Mødet af Mødet Høst af Mødet (billetter og video)	37 Mødet af Mødet Høst af Mødet (billetter og video)	14	15
38 Cap. 10 Ch. 10 (10.00-14)	38 Sp. 10 Fors. 10 Hilf. 10 (10.00-14)	38 Sp. 10 Fors. 10 Hilf. 10 (10.00-14)	38 Sp. 10 Fors. 10 Hilf. 10 (10.00-14)	38 Sp. 10 Fors. 10 Hilf. 10 (10.00-14)	21	22
39 Ved en god chat m. 10.00-14 (10.00-14)	39 Høst af Mødet Hilf. 10 (10.00-14)	39 Høst af Mødet Hilf. 10 (10.00-14)	39 Høst af Mødet Hilf. 10 (10.00-14)	39 Høst af Mødet Hilf. 10 (10.00-14)	28	29
40 Fors. 10 B. 10 Pine Time 10						

hus forbi

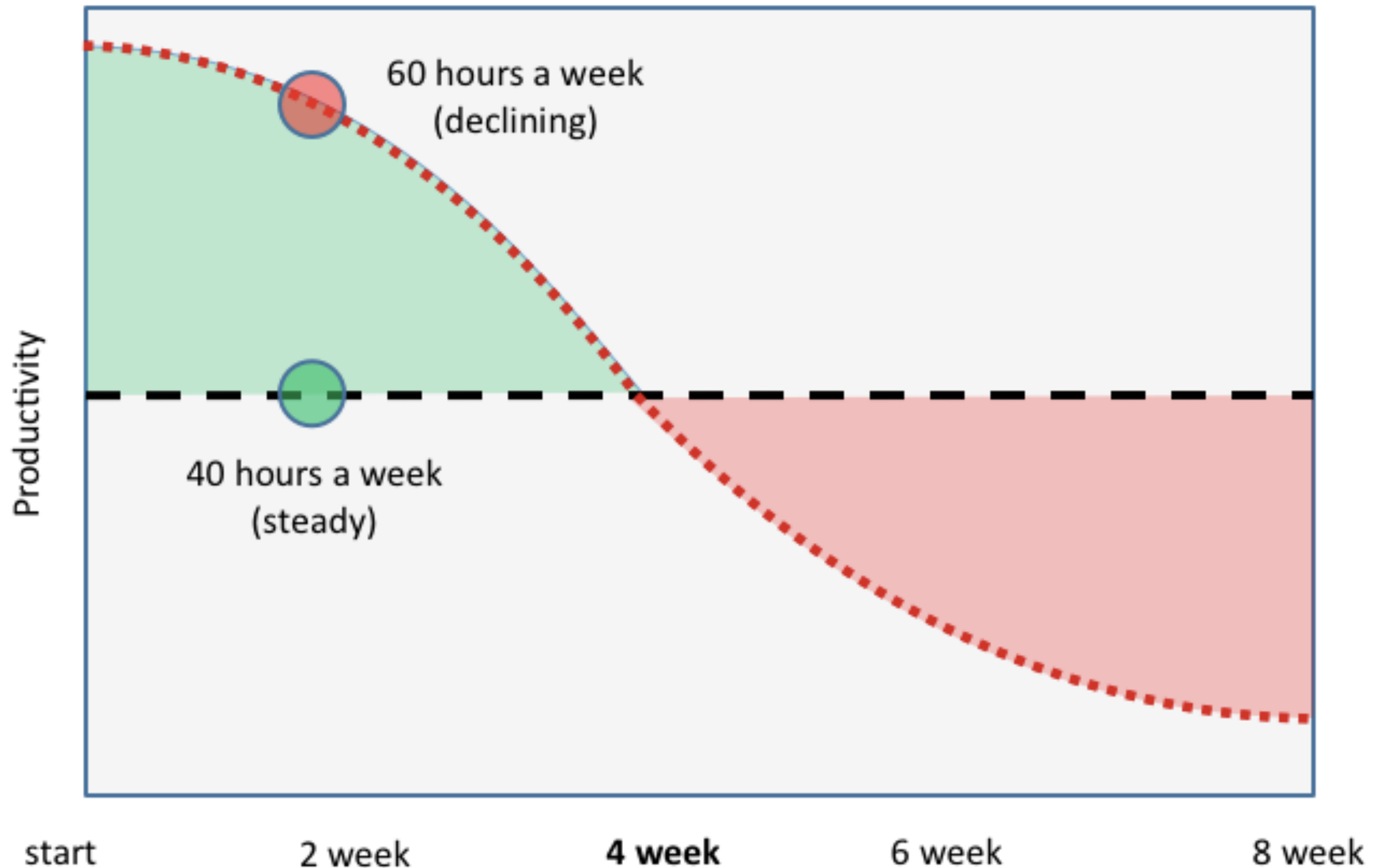
#5

Productivity and time  
are not connected





# Productivity and time





# Productivity and time are not connected

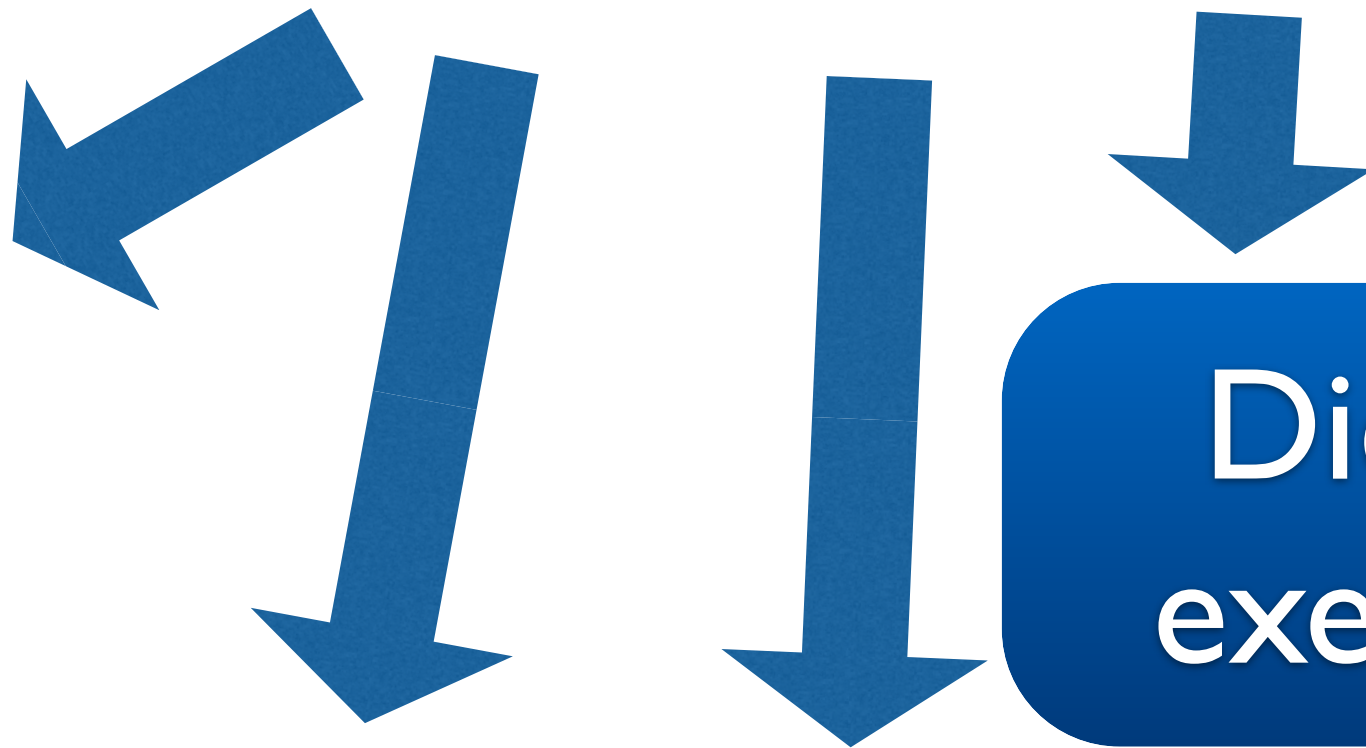
Take  
breaks

HappyWays Podcast 14:  
Digital Stress and Detox

Use time off to  
recharge

Limit work  
hours

Diet &  
exercise



PRIME TIME



#6

“Urgent” will not make it more important. But we think it will.



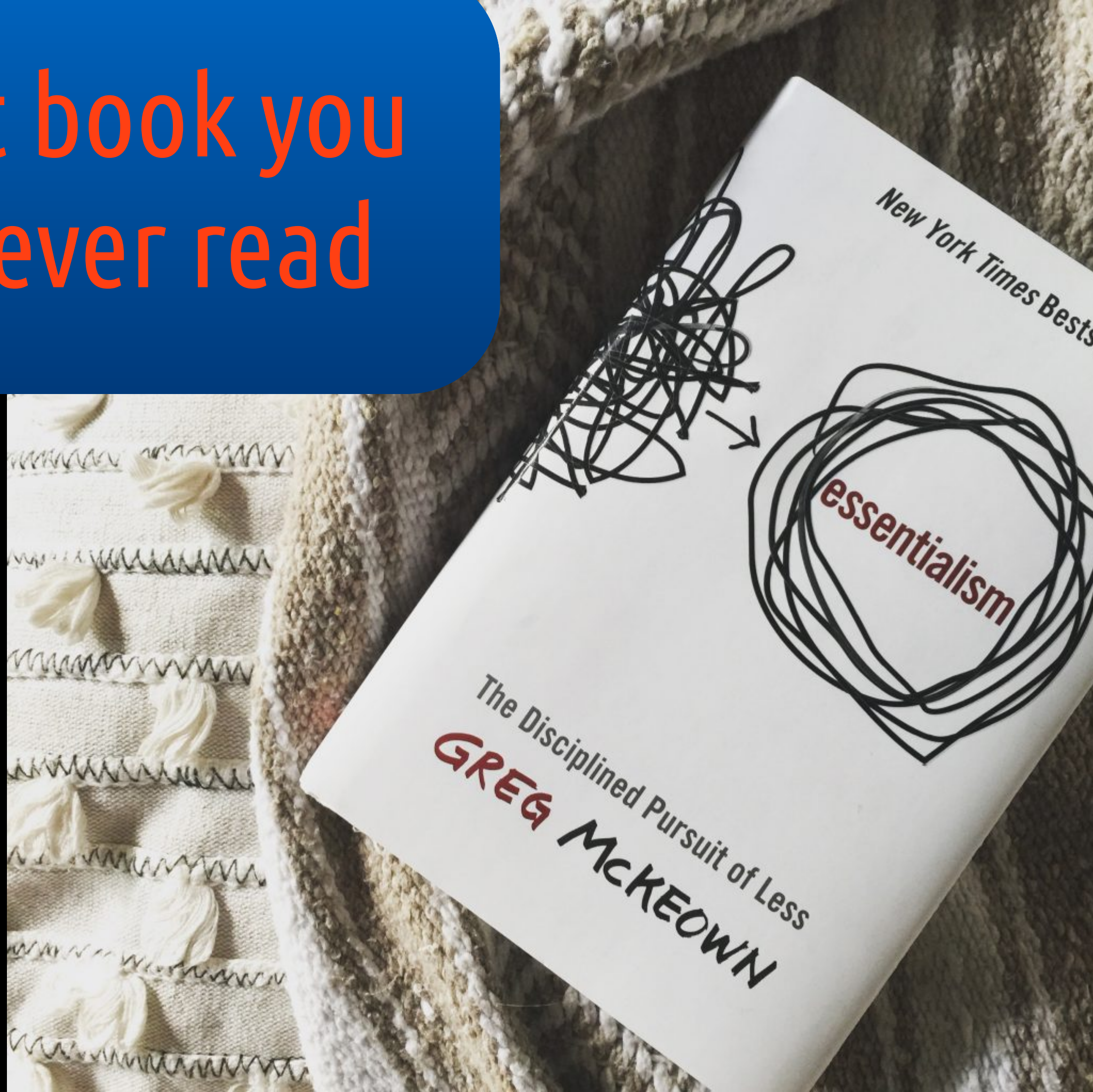
	URGENT	NOT URGENT
IMPORTANT		
NOT IMPORTANT		

# Solution: Focusing on the essentials



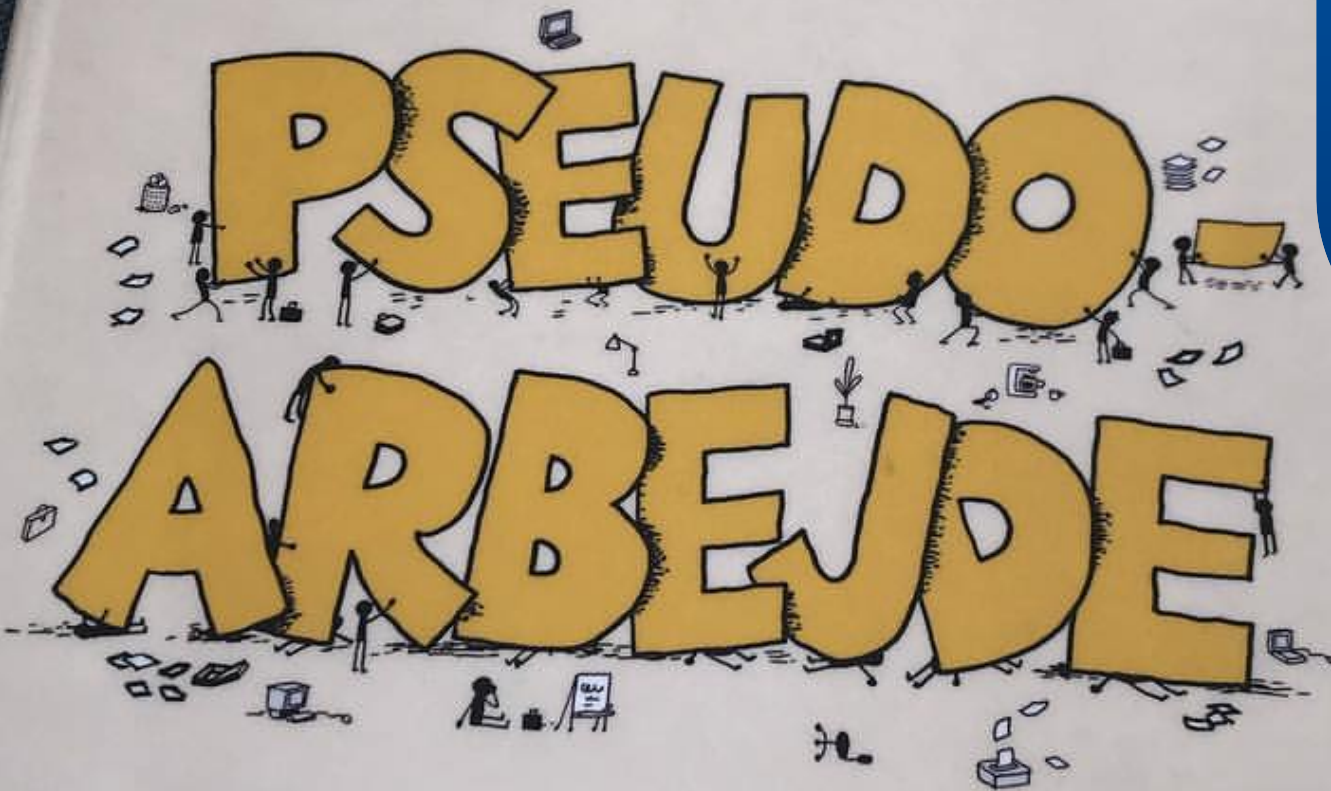


The last book you  
might ever read





DENNIS NØRMARK &  
ANDERS FOGH JENSEN



HVORDAN VI FIK TRAVLT MED  
AT LAVE INGENTING

The other  
last book you  
might ever  
read

~~20~~

~~80~~

80

20





# Personal Summit



# Personal Summit (weekly)

Define what you are aiming at:

- How was last week?
- What is my Could Do for this week?
- Bonus: Share this list with someone

# My Morning Ritual





# My Morning Ritual



1

What is one thing that would have a big impact?

# My Morning Ritual



1

What is one thing that would have a big impact?

2

What will I do today?

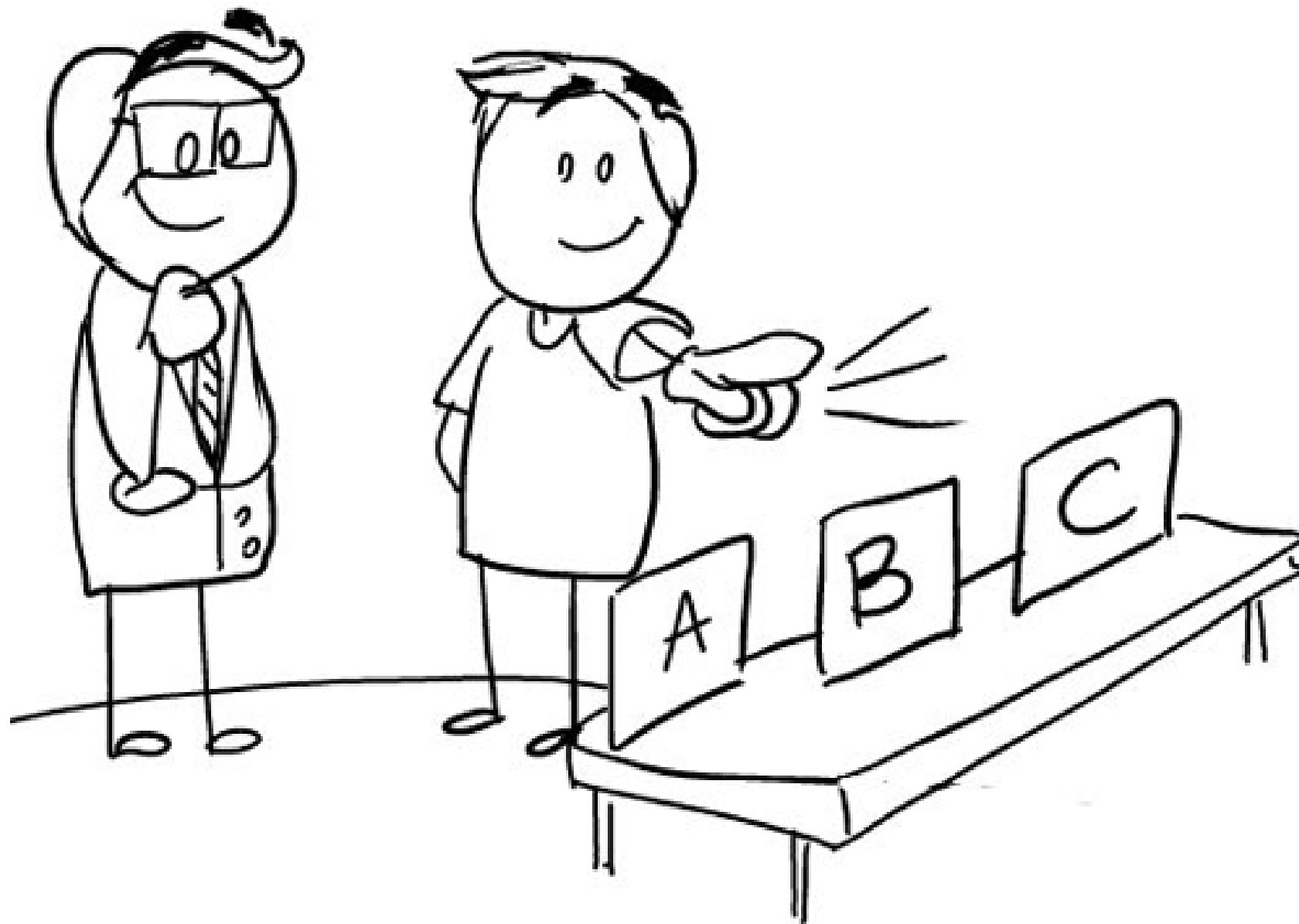
# Measure progress





#7

# Decision making is a limited ability









isaacson

biography

walter isaacson

ashton kutcher

advice

wikipedia

success

tim cook

job application

entrepreneur

lisa brennan

daughter

truly rotten

auction

life

steve



Steve Jobs - Wikipedia, den frie encyklopædi  
da.wikipedia.org



Steve Jobs, 1955-2011 - The Verge  
theverge.com



Steve Jobs  
forbes.com



Steve Jobs Biography - Biogr...  
biography.com



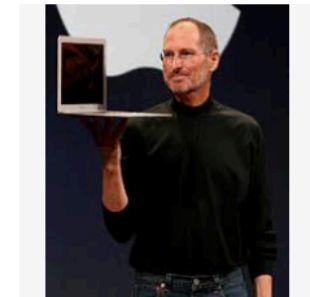
Steve Jobs: Walter Isaacs...  
amazon.ca



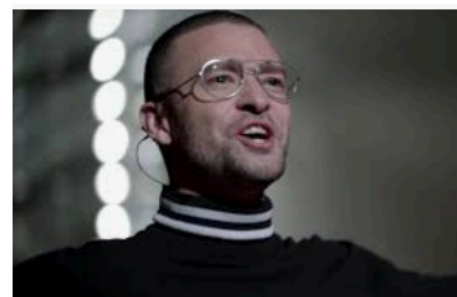
Steve Jobs  
entrepreneur.com



Steve Jobs Biography - Biography  
biography.com



Steve Jobs - Simple Englis...  
simple.wikipedia.org



Justin Timberlake is Steve Jobs in 'Filthy' vi...  
cnet.com



An Intimate Glimpse at Steve Jobs'...  
wired.com



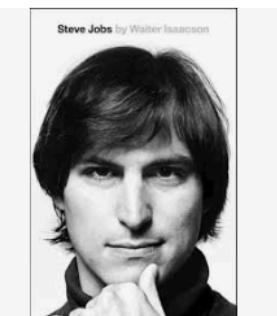
Here's What Steve Jobs Had to Say Ab...  
recode.net



Steve Jobs missed every day, says Tim Cook - 9to...  
9to5mac.com



Steve Jobs Biographies Duel Over Soul ...  
time.com



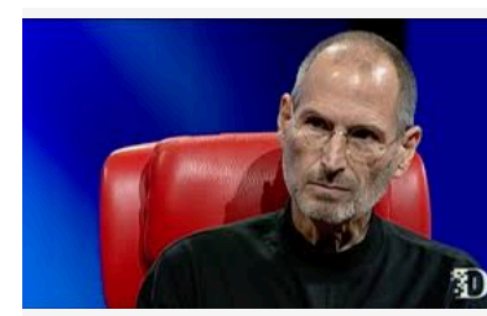
Steve Jobs af Walter Isaac...  
saxo.com



20 Interesting Facts About Steve Jobs  
factsninja.com



Steve Jobs looks like terrible human i...  
uk.businessinsider.com



The memoir by Steve Jobs' daughter makes cl...  
finance.yahoo.com



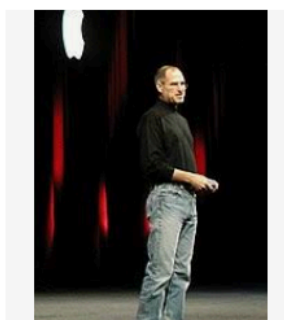
Steve Jobs Wax Figure | Madame Tu...  
madametussauds.com



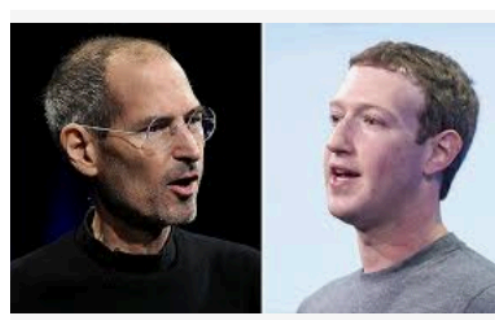
Steve Jobs  
entrepreneur.com



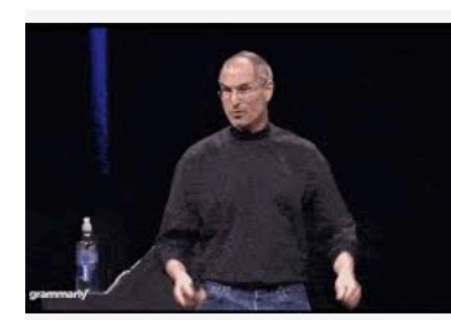
20 years ago, Steve Jobs made these eerily a...  
thegentlemansjournal.com



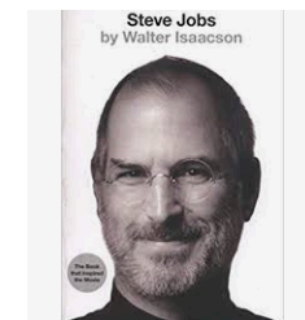
Steve Jobs - Wikipedia  
en.wikipedia.org



Steve Jobs warned about privacy issues in 2010...  
money.cnn.com



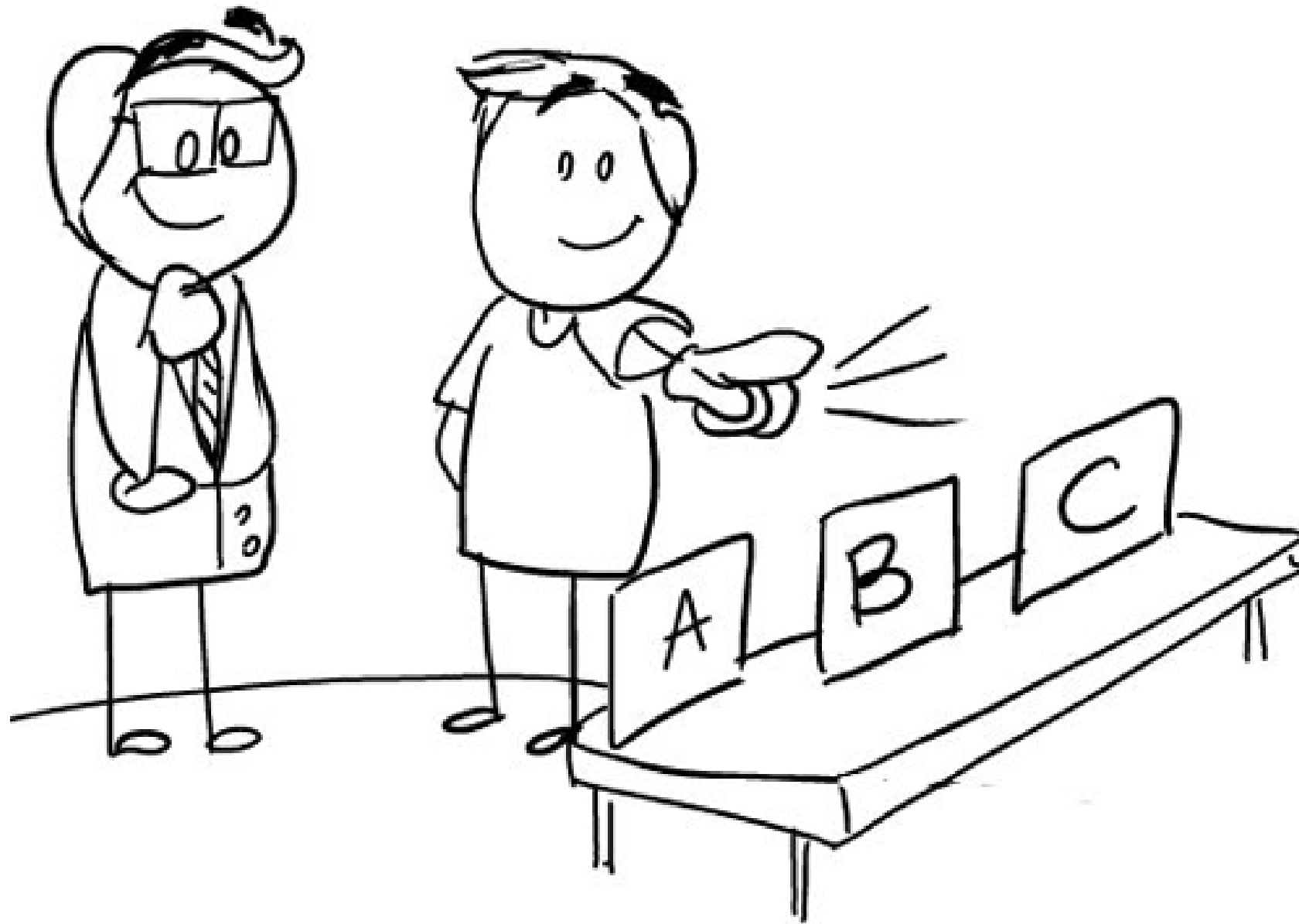
16 Pieces of Advice From Steve Jobs | Gra...  
grammarly.com



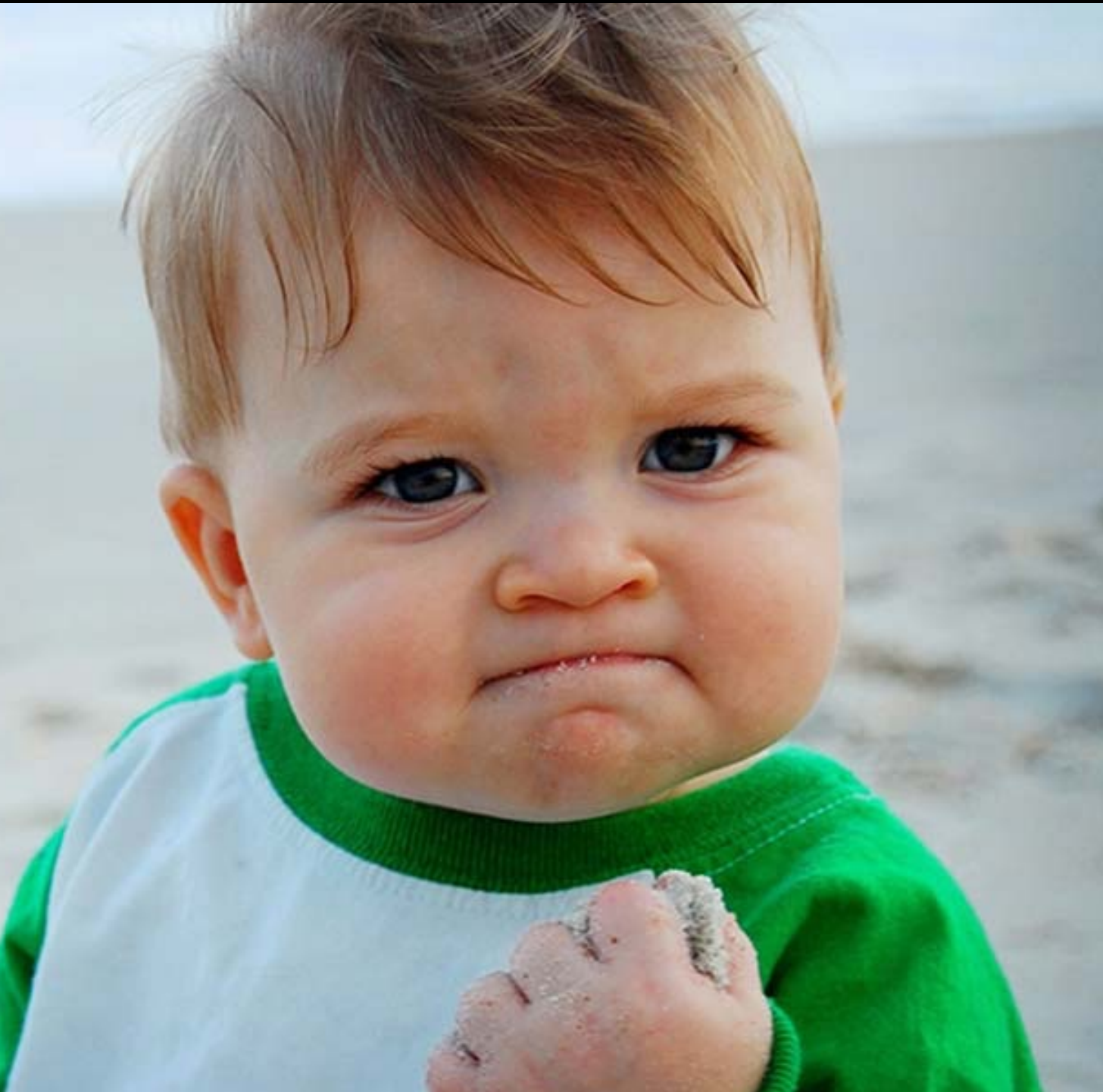
Steve Jobs: The Exclusive ...  
amazon.co.uk



# Make fewer decisions



# So, next week:



- “I promise to try out a weekly Could Do”
- “I swear I will use daily To Do lists”





# Habit changes







# 20 second rule





“What is one habit  
you’d like to start or  
get rid of?”







Key to life:  
There are no  
new problems

# Optimism



# What Went Well?





# Apps:

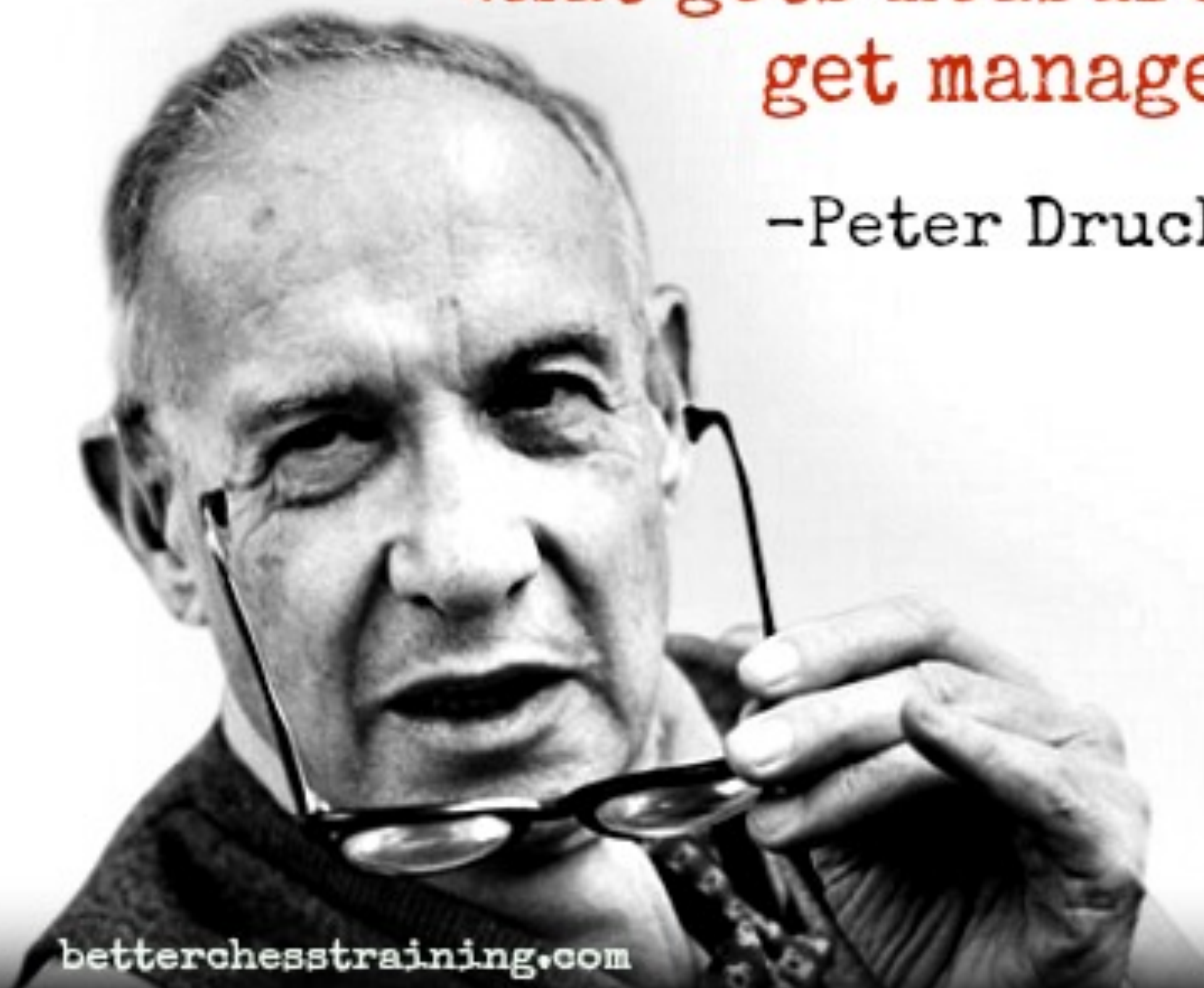
- Five minute journal
- Gratitude Journal





What gets measured,  
get managed.

-Peter Drucker



# Measure progress

*10 vindende vaner*

Maj '18

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	Ti	O	To	F	L	S	M	Ti	O	To	F	L	S	M	Ti	O	To	F	L	S	M	Ti	O	To	F	L	S	M	Ti	O	
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10																															

Den Effektive Hverdag - læs om kurset på [Jon.dk](http://Jon.dk)

Download:  
[jon.dk/kea](http://jon.dk/kea)



# Small wins




**The to-hell-with-it-effect**

**I GIVE UP**





# Measure progress



**My 12 Sacred Choices**

**JANUARY 2018**

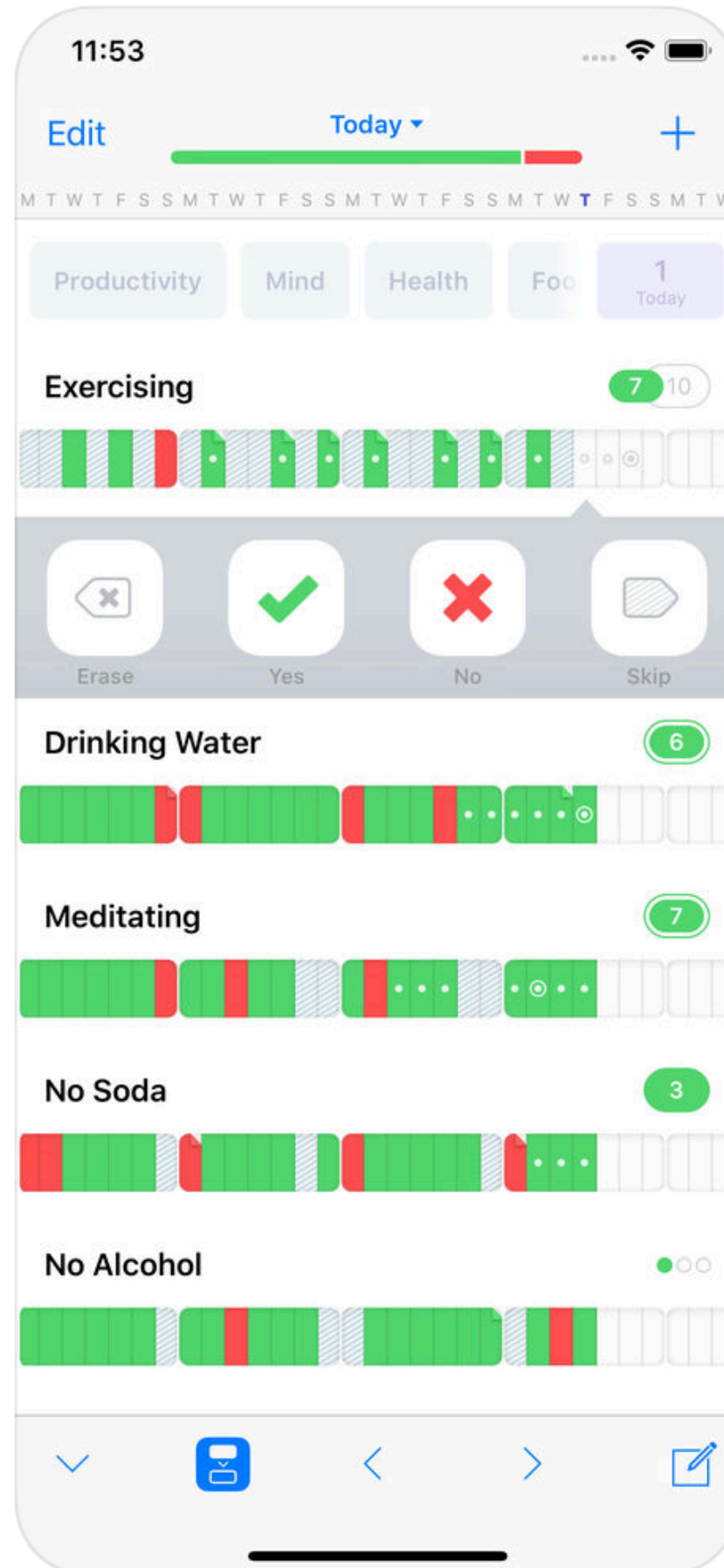
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T
1 Get up on time																							
2 Make my bed in the morning																							
3 Yoga, first thing																							
4 Max 4 e-mail sessions																							
5 Work for 3 hours on Priority 1																							
6 Work on the house																							
7 Review goals, plan day																							
8 Meditation, 10 min. minimum																							
9 Eat only whole plant food → 3 fruit/day																							
10 No alcohol → Max 2 drinks																							
11 No browsing Social Media																							
12 Reach out to a friend																							

5/12 6/12 7/12 8/12 9/12 10/12 11/12 12/12

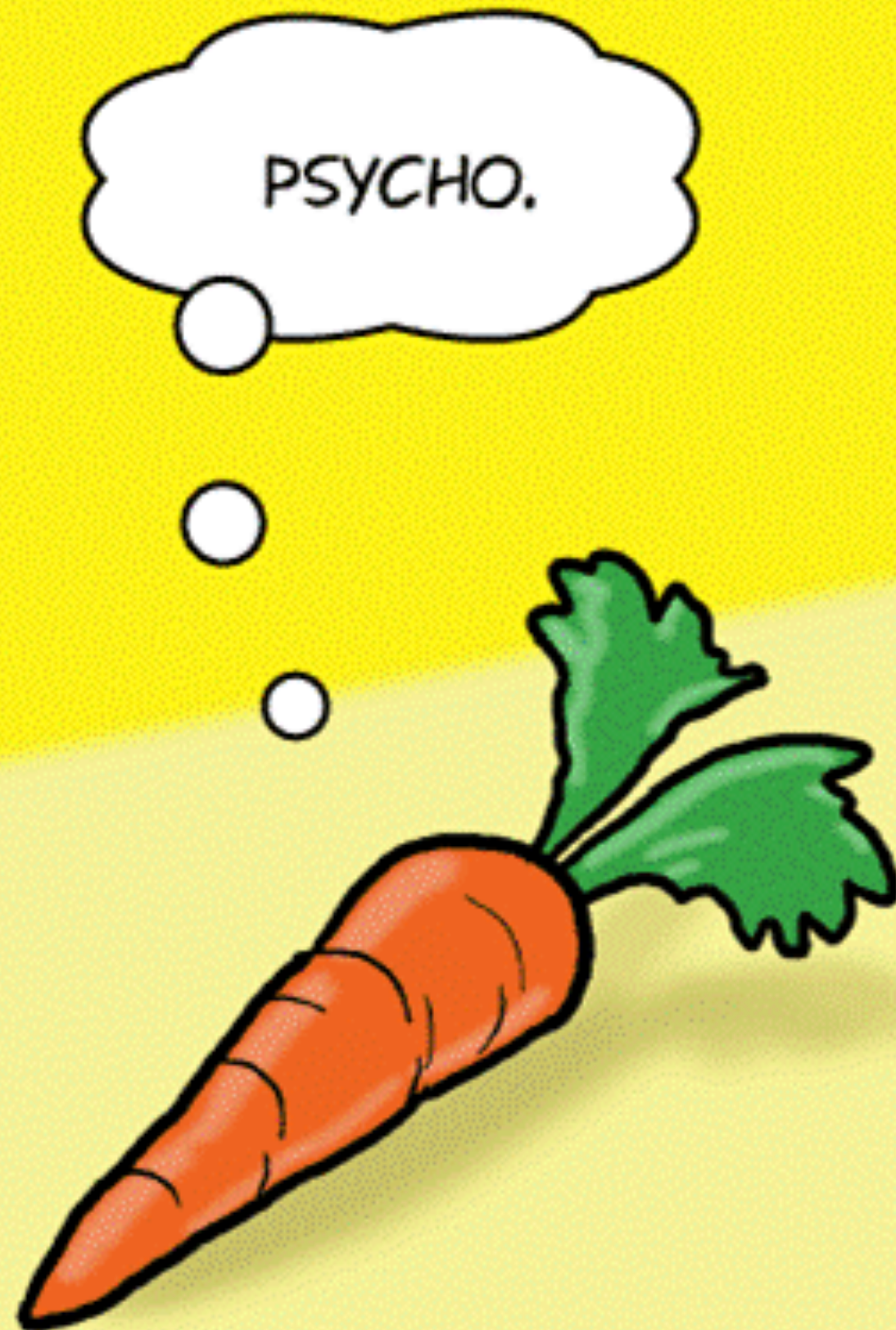
↑ ↑ ↑



# Way of Life app







Choosing an  
“anti-charity”



# External motivation



- What can be my reward for success?
- How can I punish failure?



# Assignment: Designing new habits

Work on at least one daily action. For each one you decide on, answer:

- It the action specific?
- Can it be measured daily?
- Why this one? What is my reason (motivation)?
- When will I do this?
- Could I connect a “trigger”, like a certain time or another habit?
- Need I add a reward or punishment?

# Success buddies



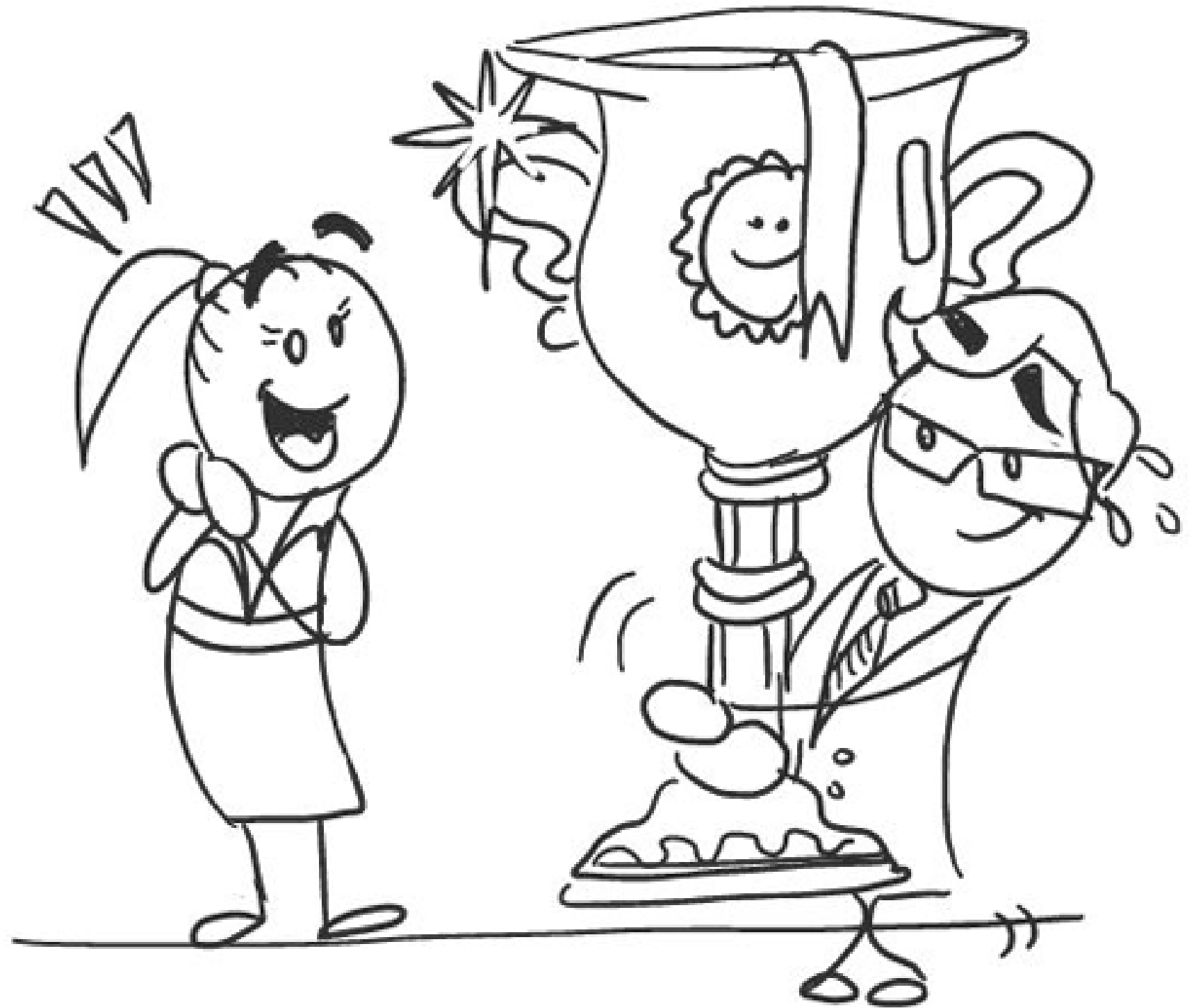
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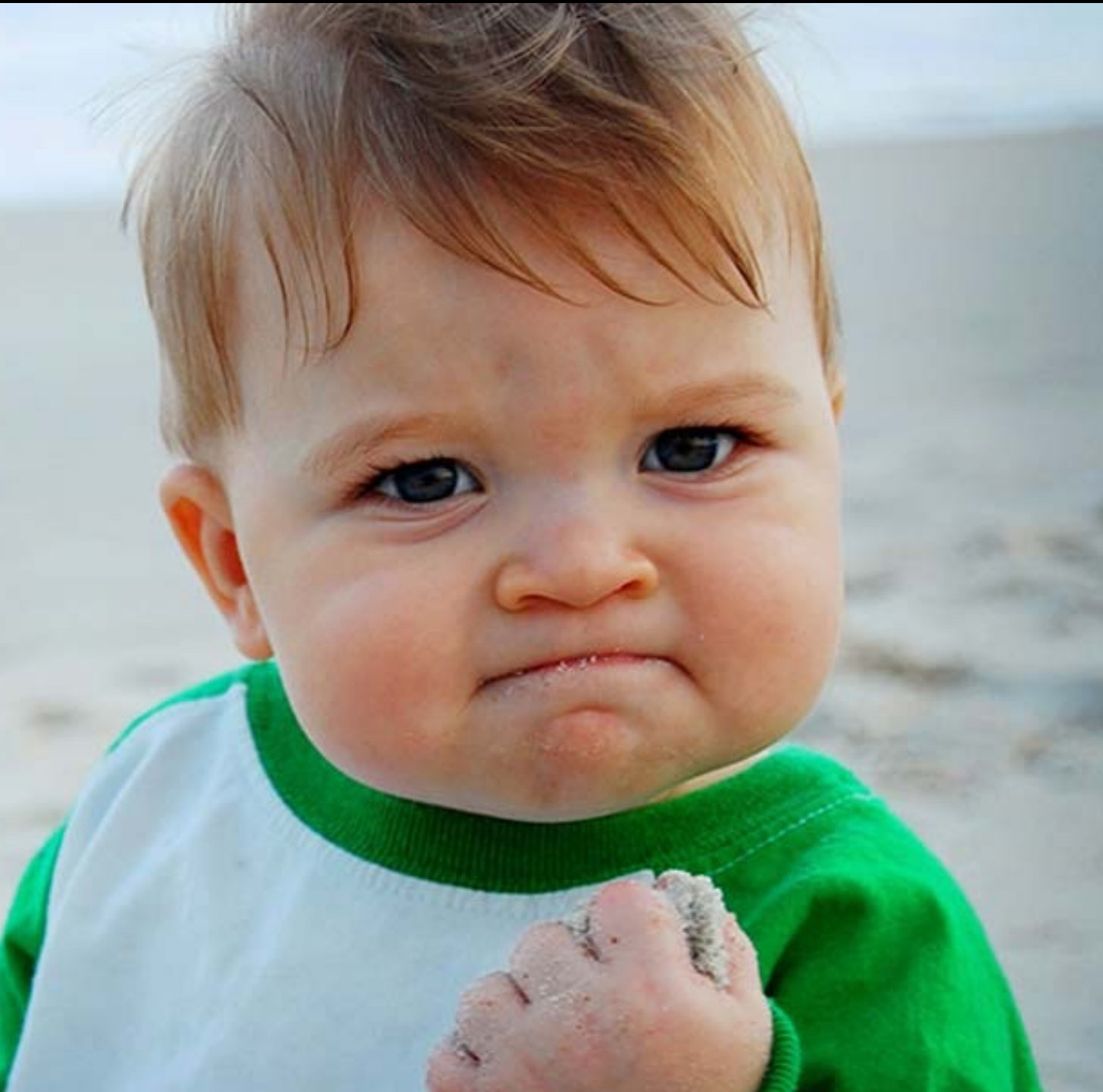


# Celebrate success





# Take action



- Do something today if you can
- Get going tomorrow!
- Check in with your buddy in 1-2 weeks



# Materials & more tools

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