



8 FIGURE AGENCY

Peak Productivity System



Achieve more in less time

- ✓ Streamline business and personal productivity
- ✓ Stay calm and in control in any situation
- ✓ Maximize productivity
 - ✓ Gain clarity on high-leverage activities
 - ✓ Eliminate low-leverage tasks
 - ✓ Optimize your schedule for peak performance



The Offer

We will implement a custom personal + work productivity system in 1 week, and work with you for 30 days on how to leverage it to grow your business



Process Included:

- ✓ Systems customized and delivered to you
- ✓ 3x 1:1 8FigureAgency Consultant calls to implement and train you on the system
- ✓ 1:1 Slack support for 30 days



Calendar Optimization

Outcome:

- ✓ Schedule synced with biological energy windows
- ✓ More time in deep work and high-leverage activities
- ✓ Spacious and predictable days

Deliverable:

- ✓ Weekly schedule built for productivity and ease

01



Deep Work Ritual

Outcome:

- ✓ Consistent access to a flow state
- ✓ Hyper-focus on critical tasks

Deliverable:

- ✓ A repeatable process for achieving deep work.

02



Priority Planning Process

Outcome:

- ✓ Daily alignment on most important activities
- ✓ Quick identification of issues and opportunities
- ✓ Minimize distractions

Deliverable:

- ✓ Success planning process with a short feedback loop

03



Daily Routines

Outcome:

- ✓ Consistency and efficiency in maintaining business/life
- ✓ Important activities done daily

Deliverable:

- ✓ Personalized startup and shutdown routine checklist

04



Weekly/Monthly Rituals

Outcome:

- ✓ Regularly scheduled reviews and planning sessions to ensure no important tasks are missed

Deliverable:

- ✓ Custom recurring weekly/monthly rhythms for personal & work life

05



Task Management Board

Outcome:

- ✓ All "TODOs" easily managed and processed
- ✓ Nothing slips through the cracks
- ✓ Easily capture and prioritize life and work tasks

Deliverable:

- ✓ Custom productivity space

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