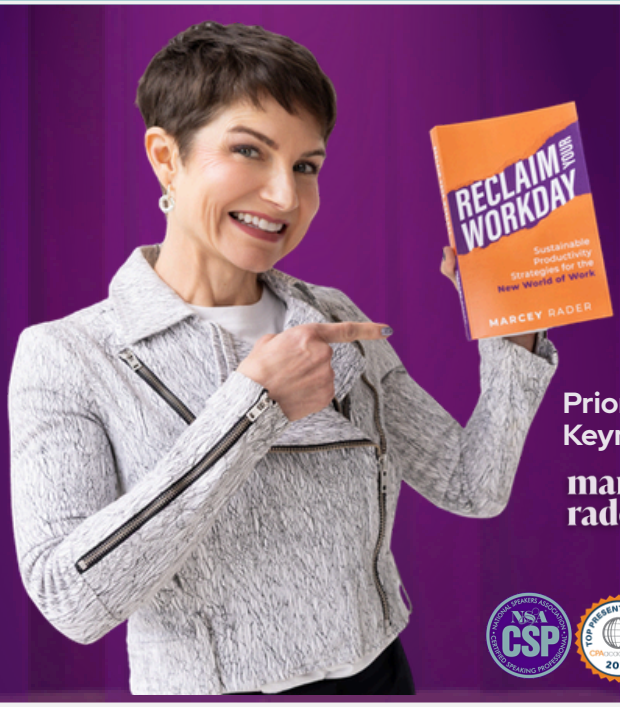
RECLAIM YOUR WORKDAY:
BUILD THE SYSTEM. PROVE IT HOLDS.

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Prioritization Keynote Speaker
marcey rader

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A system for running your week, stress-tested against the day you're not there.

Friday, 4:45. The week is gone, and it's hard to name what got finished. The best hours went to email. The report that mattered got the leftovers again, at 7 p.m.

Then someone takes a day off, or disappears into a deadline, and three decisions sit waiting for them, because they were the only one who knew where things stood.

Reclaim Your Workday builds a system to choose what gets done and when, then tests it on the day someone's out.

Takeaways

- ✔ **Task Batching, Theme Days, and a daily top three, chosen from the year down.**
- ✔ **The stress test: how long the team could run before coverage gaps and lost institutional knowledge start costing real money.**
- ✔ **A documented bottleneck process and an escalation grid, so the gatekeeper isn't guessing.**
- ✔ **Each attendee's part in keeping it running: clean handoffs, the right people alerted, and a real disconnect.**
- ✔ **A live action plan, built in the session.**

"If you're tired of feeling punched around by the demands of life and work, get ready for some truth bombs filled with actionable steps."
– Jeff Nischwitz, Director of Business Development

Who it's for: Managers, team leads, and anyone who covers for a colleague.

Format: Workshop or training.

Companion to the book: ***Reclaim Your Workday*** *by Marcey Rader*