

Make Being Late Costly

Skeep an Eye on the Clock





Digital devices can be distracting.



ASK ATTENDEES
TO TURN OFF OR
DISCONNECT
THEIR DEVICES
BEFORE THE
MEETING STARTS.

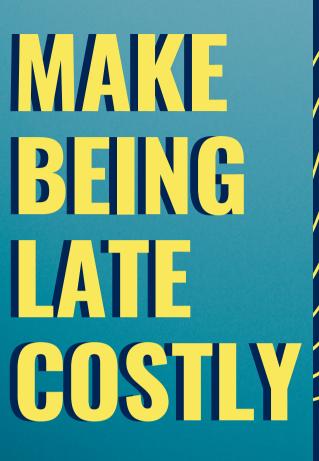


ANOTHER OPTION
IS TO PUT
EVERYTHING ON
AIRPLANE MODE.



IF THAT'S NOT
FEASIBLE, ASK
EVERYONE TO PLACE
THEIR DEVICES IN A
DESIGNATED SPOT
OR BRIEFCASE UNTIL
THE MEETING ENDS.





WHEN SOMEONE IS LATE TO A MEETING, IT CAN DISRUPT THE FLOW AND CREATE A SENSE OF DISRESPECT.

MAKE EVERYONE
EXCEPT THE
LATECOMER PAY
FOR THE FIRST
ROUND OF DRINKS
OR SNACKS.

HELPS CONVEY THAT BEING ON TIME IS IMPORTANT AND SHOWS RESPECT FOR EVERYONE ELSE'S TIME.

KEEP AN EYE ON THE CLOCK

RUNNING OVERTIME

Meetings that run over schedule can be frustrating and inefficient.

COST CALCULATOR

Consider using a cost calculator. This is a digital clock that shows the financial cost of the meeting in real-time.

THE CLOCK IS TICKING

Before the meeting starts, everyone inputs their salary anonymously, and as the meeting progresses, the clock ticks up, showing how much money is spent on the meeting.

STAYING ON TOPIC

Helps people be more aware of how much time is wasted and encourages them to stay on topic.

THESTEGIES

Meetings can be a powerful tool for communication, brainstorming, and problem-solving.



WHAT HAPPENS WHEN WE IMPLEMENT THEM?

1

Increase the productivity and effectiveness of your meetings.

2

No digital devices will help reduce distractions, and everyone else pays.

3

The cost calculator will emphasize the importance of being on time and staying focused.

Utilizing these
strategies can make
your meetings more
valuable, engaging,
and efficient,
ultimately benefiting
everyone involved.

