

# DESIGNING ENVIRONMENTS THAT IMPROVE YOUR PRODUCTIVITY

“Everything that you see, hear, smell, taste and touch is an environment that is adding energy to your life or draining energy from your life” - **Jim Bunch**

# **THE 9 ENVIRONMENTS THAT MAKE UP YOUR LIFE**

PHYSICAL SPACE

MEMETIC ENVIRONMENT

SOCIAL ENVIRONMENT

OUR ENVIRONMENTS DETERMINE  
OUR HABITS, BEHAVIOR AND  
RESULTS

# DESIGNING AN ENVIRONMENT FOR PRODUCTIVITY IN THE WORKPLACE



UPGRADE YOUR  
ENVIRONMENT

# 3 KEYS TO A PRODUCTIVE WORKPLACE ENVIRONMENT

- Eliminate sources of distraction
- Determine your desire habits
- Schedule your habits on your calendar

COMMIT TO,  
**MINIMUM VIABLE  
ACTIONS**

REDUCE THE  
**ACTIVATION ENERGY**

ELIMINATE THE NEED FOR  
**WILLPOWER**

LEVERAGE THE POWER OF  
**VISIBLE PROGRESS**

“HABITS ARE THE COMPOUND  
INTEREST OF SELF IMPROVEMENT”

- **JAMES CLEAR**

# A DAILY RITUAL

- 10 minutes of meditation
- 30 minutes of reading
- 1 Hour of Writing



COMBINE ENVIRONMENTS  
AND HABITS TO BUILD  
SYSTEMS

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