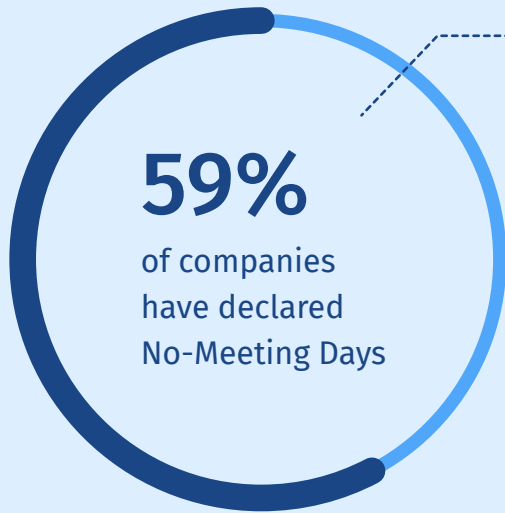
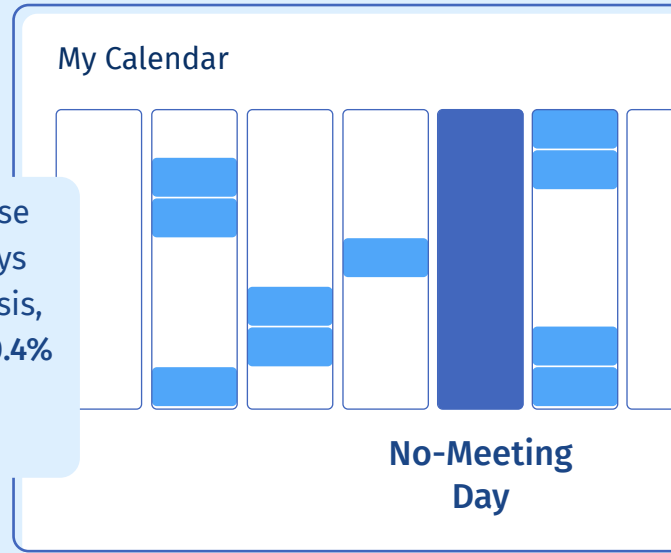


The Time Blocking Report

(U.S. companies / U.S. respondents)



55.7% have these No-Meeting Days on a weekly basis, and another 30.4% schedule these monthly



of respondents block time on their calendars to focus on work



of respondents reported reserving time on their calendars to take breaks

When it comes to focusing:

52%

block off one hour or more to focus on work

65%

of these respondents are reserving this time daily



1/3

of respondents who block off time can always count on it being interrupted



say they never have interruptions



report getting more work done during their focus time

When it comes to taking breaks:

33%
15 Minutes

38%
30 Minutes

* 70% block off this time daily

15%
45 Minutes

13%
1 hour or more

* More than a third (32.5%) can count on this time being interrupted while only 14% can enjoy this time without interruptions.

72%

feel less burnt out by taking the breaks reserved on their calendars