THINK productive

6 Weeks To Ninja Program

The 6 week programme for lasting clarity, control and Ninja habits

Productivity built to last

Most productivity training gives people a burst of motivation that fades within a week. The 6 Weeks to Ninja Masterclass is built differently. Instead of your people chasing random productivity hacks on their own, we build a shared, fail-proof system for the whole team, rooted in the key principles from *How to Be a Productivity Ninja* by our founder, Graham Allcott. Over six weeks, your team puts new habits into practice as they go, building real structure, clarity, and control, not just for one good week, but for good.

A fully customisable session

We recommend:

In-person or online | 2hrs per week | 20 people

What you'll learn & do

This program empowers your teams to:

- Master out-of-control inboxes and the endless email deluge
- Tame the never-ending task list, for good
- Build techniques to shut out relentless distractions and actually focus
- Develop a personal productivity framework tailored to how you actually work
- Work through the more human side of productivity too: overcoming procrastination, being kinder to yourself, and managing what's happening outside of work

94% of participants would recommend our workshops

Who is this program for?

- Teams who feel permanently swamped by endless tasks and competing demands
- Organizations that have tried one-off productivity training before and watched the habits fade within weeks
- Teams of up to 20 looking to build a shared productivity system, not just individual hacks
- Any group ready to commit to real change over six weeks, not a single day

What this workshop offers

- **Learning that lasts.** Every participant gets access to the Productivity Ninja® Academy, extending what they learn well beyond the six weeks.
- **A full six-week program**, not a single session, so new habits have time to actually take hold.
- **Weekly 2-hour sessions**, each blending group training and discussion with individual, at-desk implementation and support.
- **Grounded in the book.** Built directly from the principles in *How to Be a Productivity Ninja* by founder Graham Allcott.

What you'll do

Six weeks, one new focus at a time:

Week 1: The 9 Characteristics of the Productivity Ninja®

Week 2: Dealing with overload, collecting and organizing information

Week 3: Where to keep everything, building your new Second Brain

Week 4: Staying on top of it all with regular review

Week 5: Weapon Savvy, mastering your email

Week 6: Human, Not Superhero, work/life balance and the habits that make it all stick

What happens when attention management works

When teams come together, everything changes:

- Inboxes and task lists stop feeling like a losing battle
- People know exactly what stage their work is at, instead of carrying a vague sense of dread
- Nothing important slips through unnoticed anymore
- Distractions lose their grip, and focus becomes the default, not the exception
- Confidence replaces overwhelm, because the system is finally working for them, not against them

Red Deer College

"This course is exactly what I was looking for"

Angela Spicer

Benefits & Results

Immediate benefits

- A personal productivity framework built around how each person actually works
- New habits for structure, clarity, and control that outlast the program itself
- Practical tools for overcoming procrastination and easing self-criticism
- A better handle on what's happening outside of work too, not just inside it

What your organization gets

- Productivity gains that compound over six weeks of practice, rather than fading within days of a single training session
- A team working from one shared system, not twenty different personal workarounds
- Fewer dropped tasks and less last-minute scrambling across the board
- A calmer, more sustainable pace of work that reduces the burnout driving turnover

J.P.Morgan

“This workshop completely changed the way our team communicates, we’re clearer, faster and less stressed.”

Sarah M, Project Manager

Why it matters

Most teams don’t lack effort or motivation, they lack a system. Without one, everyone’s left improvising their own fix, and most of those fixes don’t survive contact with a busy week.

- Out-of-control inboxes and endless email eat entire days before real work even starts
- Never-ending task lists create a constant, low-level sense of falling behind
- Relentless distractions make sustained focus feel almost impossible

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“I feel more focused and relaxed and am constantly reminding myself that I am human, not superhero!”

KATE GALBALLY

PRODUCTIVITY COACH & PROFESSIONAL ORGANISER DOWNLOAD SE

Your program. Your way.

We recommend a **6-week** program for a team of up to **20 people**, but like all our workshops, it can also be tailored to your exact needs.

Available options:

Formats

In-person, Online

Group size

Min 20 per cohort, we can run multiple cohorts at a time

Duration

2 hours per week, for 6 weeks