

Problem Solving - Root Cause Analysis

Problem:

I struggle to fit all of my duties, responsibilities in along with client work & the Agoge Program.

The Factory Line:

- I religiously get up at 04.30 every day and head to the gym for 0500
- 60-90 minute workout
- Head to work for 0730
- I work in my own office space so the first thing I do is schedule my work items for the week (only on a monday) then I plan out my daily tasks with my preferred times and length on each task. - I mix in TRW and Copywriting tasks throughout my day depending on workload.
- I eat my lunch at around 1200 whilst still working through my tasks.
- It takes me 60 minutes to commute home so i leave work between 1530-1600
- Arriving home on average at 1630
- My wife also works so my first action is to pick the kids up.
- Kids go to bed at around 1930 where both myself and my wife have our tea
- I then use my time from 2000 to jump back to TRW & Copywriting tasks until I'm too tired then go to bed. (around 0930-1000)

The 5 whys:

- Throughout my workday, I often get bothered by members of my staff for issues/needs which eats into my schedule which sometimes results in me not completing all of my tasks.
- In the evening, after the kids are in bed, I spend time speaking to my wife about her day etc... This sometimes takes a large portion of the remaining time.
- My commute to work is long, which eats at least 2 hours worth of work from my day.
- Weekends, I usually have the kids so work is set back to the evenings as a result.
- I am the main focal point for the family, so I constantly receive calls and texts from family members to discuss things - taking more time out of my day.

The Solution:

- Hand a do not disturb sign for the times I'm working on TRW or Copywriting, allowing me to complete a full G work session from start to finish without interruption.
 - This will then allow me to potentially get ahead of my schedule and add more TRW tasks in.
- I usually listen to podcasts that relate to business, goals, winning and wealth from experts. Instead I can listen to any content that does not require notes to be taken from TRW
 - This will give me a head start when starting any TRW or Copywriting tasks as I don't need to listen/watch the content before starting.
- Plan & Commit to more time at the weekend, where possible, to complete anything I can that gets me closer to my goal.
 - Doing this alongside the evening work will dramatically increase my ability to progress through the workload, allowing me to take the next steps sooner.