



## What distracts us most in the office?

The productivity problem has plagued HR for years. And whilst there may be a lot of hypothesis about how to increase output, and where to invest time, it seems as if many of the main issues detracting from a **hard day's work occur in the office.**

A recent report from Fellowes has found that the UK loses 21 million days each month due to workplace distractions. Half of those asked admitted to being unproductive for up to one hour each day, whilst two thirds believe a four-day week would make them more proactive.

The report, which asked 1,000 office workers in June of this year, uncovered that almost half of those questioned said they get distracted up to 15 times every day, on average for 35 minutes.

Grace Marshall, author of *How to be Really Productive*, commented on the survey: **"It is our ability to think well that increases the quality and value of our work, not how many hours we show up at the office.** In fact, working longer hours can diminish our productivity as well as our wellbeing.

**"Time away from our workplace is vital for our productivity. We've found that a four-day work week increases momentum and motivation in the office, as well as giving employees more time to enjoy life outside of the workplace."**

With a 61% of office workers claiming they would be more productive during a four-day week, is it time for more flexibility in the workplace?

**"Being distracted diminishes our ability to think clearly and creatively," added Marshall. "Many office workers find they get far more work done in the day they work from home, or the hour before everyone else gets into the office - because they have less interruptions and distractions. Flexibility allows us to manage our day, balance the needs of our colleagues and deliver the work we need to get done."**

### Top British office distractions

1. Chatting with colleagues (77%)
2. Tea breaks (60%)

3. Browsing the internet (47%)
4. IT problems (42%)
5. **Colleagues' bad habits (30%)**
6. Being too hot (37%)
7. Uncomfortable workstations (25%)
8. Uncomfortable chairs (25%)