

# **Stuff That Works At Work**

## **Chapter 1**

### **“Fun”**

Take Action

# **Stuff That Works At Work**

## Chapter 1 Take Action: Content

- Pick the ugliest task your team has and make it a contest. First one done gets a coffee!
- Schedule a weekly 30-minute meeting. During that half hour, host a company quiz with fun facts about its history and industry. Work through functional departments, customers and other areas of the business. Share the fun by assigning others to build each week's quiz and of course—you will need to appoint a master of ceremonies!
- Serve breakfast to your team or office for no reason. Do it again and again, but pick random days and periods of time to keep it FUN.
- Invest time on [Stuffthatworksbooks.com](http://Stuffthatworksbooks.com) to discover more ways to add fun to daily office life.

# Stuff That Works At Work

Chapter 1 Take Action: Action 1

Pick the ugliest task your team has and make it a contest. First one done gets a coffee!

## **ACTION**

This is an easy one.

Pick something simple but that people have trouble getting done.

Send an email and make it a game.

There are many variations of how to use this technique to improve productivity and work satisfaction.

Life is too short not to have some fun. Done correctly this will allow the company and the employees to win.

## **EXAMPLES**

Hey Team,

It's that time of month again.

Expense Reports Are Due!

First one to submit their reports to me get's a coffee my treat.

Thanks,

Hey Tim,

Ya know how we both hate getting our weekly updates done for the boss.

Let's make it a race. I bet you lunch Friday I can get mine in and accepted before you.

If you are in let me know. No one starts working on them until noon.

Joe

# Stuff That Works At Work

Chapter 1 Take Action: Action 2

Schedule a weekly 30-minute meeting. During that half hour, host a company quiz with fun facts about its history and industry. Work through functional departments, customers and other areas of the business. Share the fun by assigning others to build each week's quiz and of course—you will need to appoint a master of ceremonies!

## ACTION.

This one is a little more difficult. It requires you to schedule a meeting, create a quiz and have some answers.

It also requires that over time you engage others to help and lead future meetings.

The real benefit comes from getting others involved and you building something sustainable that lasts after you have backed away.

I like to schedule meetings over lunch. People usually don't mind attending a group lunch even if they have to bring their own lunch. The boss usually allows a lunch meeting which also educates employees.

Try it! Everyone wins. If it goes over well get someone else to lead the next one.

It always amazes me how little employees including me know about their companies. Start solving the problem in a fun way.

## EXAMPLES

Hey Team,

I think it is time to have some fun while learning about our company.

I have scheduled a meeting next Wednesday during lunch hour.

Bring your lunch and we will catch up but also take a little quiz on our company. Their will be fun and prizes so be sure to come.

Joe

### Company Quiz

1. What Are Annual Revenues?
2. Who is our #1 Customer?
3. What is our most profitable Item?
4. When were we founded?
5. Who is the CEO?
6. Who is Chairman of the board?
7. What is our annual Profit

### LUNCH & LEARN

Hey Team,

Next Weeks Lunch and Learn will be led by Sally in Finance.

Bring your lunch and we will take a little quiz on our finance department. Their will be fun and prizes so be sure to come.

Joe

# Stuff That Works At Work

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Serve breakfast to your team or office for no reason. Do it again and again, but pick random days and periods of time to keep it FUN.

## ACTION.

This one can be difficult. It is a good idea to get permission.

Keep it simple and keep it safe. It is hard to cook in most places of business. Ask first. Fire codes exist for a reason.

Cold Breakfast is easy to do and easy to clean up and is appreciated.

The key is variety. You will need some “healthier” options like fruit, Breakfast bars etc.....

Try it! Everyone wins. If it goes over well get someone else to bring the next breakfast. If you serve as a department throw down a challenge to other departments to do it better.

In general people love food. Food is fun.

## EXAMPLES

Hey Team,

I thought I'd bring in breakfast at tomorrow's staff meeting.

Boss says it is OK. I was planning on Bagels with Cream cheese and some Fruit.

Let me know if there are any special requests.

I just wanted to say Thanks!

Joe

### Breakfast

Hey Team,

Sales is serving Breakfast to the Customer Service department Tomorrow at 7:30. Come and Get It!

There will be Eggs, Coffee, Juice, Bagels, Doughnuts and Fruit.

Why? Just to say thanks and have some fun.

Joe

# Stuff That Works At Work

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Invest time on [Stuffthatworksbooks.com](http://Stuffthatworksbooks.com) to discover more ways to add fun to daily office life.

## ACTION.

This is an easy one.

I believe that each of us can help someone else.

There is so much to know and to experience. You just can not do it on your own. So the best way forward is to share and learn from each other.

Technology makes this so easy today. That is why I built the web site [Stuffthatworksbooks.com](http://Stuffthatworksbooks.com).

It only reaches its potential if you join in and add the stuff that works that you have found. Please make a contribution today. Help others find the Stuff That Works.

Others have already shared their stuff that works so be sure to check the site often as there is probably something to improve every area of your life.

The community is waiting and growing. I hope you will join in and make a positive difference.

Thank you!

## EXAMPLES

### CONTRIBUTE

It is easy to share your Stuff That Works.

Simply click on “Contribute” from the main menu.

Then select “Submit an Idea”.

Easy!

### Learn From Others

It is easy to Learn Stuff That Works from others.

Simply click on “Contribute” from the main menu.

Then select “Search for Stuff That Works”.