Improve productivity and time management following Visual Insights advice

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Many people find themselves wishing for more than 24 hours in the day. Visual Insights, a start-up based in Birmingham, shares their advice for improving productivity and time management.

About Visual Insights: http://www.visualinsightsltd.com/#about-us

Visual Insights is always seeking out fresh ideas and ways to improve productivity. The firm believes that innovative time-keeping ideas helps to keep their work force motivated and keeps them on track to meet their goals. The firm has revealed their top tips to time management:

Follow your body clock
"Figure out when your creativity flows best, it is possible that you may not be a morning person and things will take longer to do in the morning," says Visual Insights. For those people whose creativity peaks at night, work in the evening, and then go over it in the morning. Decide on the times of day that are best to tackle the most important tasks and set up a schedule accordingly.

Find an app for that
A smartphone app can be a great way to put all to-do lists in one place, which can be accessed from both work and home, says Visual Insights.

Crunch numbers and your body
Sometimes in a busy business environment there is not always time to get to the gym. Visual Insights suggests a good way to stay fit whilst getting things done – do exercise whilst doing something business related. For example, instead of having a one-to-one sit down meeting, why not do that meeting on the move and go for a walk. This not only helps with staying fit but also helps ideas to flow better.

Journal in short bursts
Many people don't have time to write a whole journal entry but they do like to jot down their thoughts. Visual Insights suggests writing just one sentence that sums up the day. This allows the person to look back on their reflections and develop important business and personal insights about the emotions and achievements that drive them.

Hold on to that hobby
Many business owners dump hobbies because they think they have no time for indulgences. But, as Visual Insights points out, we all need creative diversions. "Even if you do that hobby less often, it is important to still make time for the things you love doing."

Visual Insights is an outsourced sales and marketing firm based in Birmingham. The firm specialises in a personalised form of marketing whereby they represent their clients' brands through face-to-face interactions with consumers. These connections help to build long-lasting and personal relationships between brand and consumer and often lead to increased customer acquisition, brand awareness and brand loyalty for their clients.

Visual Insights teaches everyone within their firm these valuable time-management skills as they believe it helps their work force to be more productive and more successful.

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