

12 Things KILLER EMPLOYEES DO BEFORE Noon

I found this great article on US New's website about things great employees do before noon.



- ☐ THEY MAKE A WORK TO-DO LIST THE DAY BEFORE.
- ☐ THEY GET A FULL NIGHT'S REST
- ☐ THEY AVOID HITTING SNOOZE
- ☐ THEY EXERCISE
- ☐ THEY EAT BREAKFAST
- ☐ THEY ARRIVE AT THE OFFICE ON TIME.
- ☐ THEY CHECK IN WITH THEIR BOSS AND/OR EMPLOYEES.
- ☐ THEY TACKLE THE BIG PROJECTS FIRST.
- ☐ THEY AVOID MORNING MEETINGS.
- ☐ THEY ALLOT TIME FOR FOLLOWING UP ON MESSAGES.
- ☐ THEY TAKE A MIDMORNING BREAK.