According to a recent study by Bain & Company, today's senior executives devote more than two days every week to meetings. How much productivity — company-wide — could be regained by eliminating just one of those meetings?

To find out, they analyzed meeting data from a real company, looking for activity related to their weekly executive committee meeting. Here’s how quickly things spiraled out of control.

**Inside the hidden $30 million cost of today’s meeting culture.**

Analysis showed that 140 meetings were held each year to brief team leaders. Employees spent more than 1,500 hours per year supporting these meetings. Teams spent an estimated 3,000 hours a year processing and summarizing information for their respective unit heads.

In order to present relevant insights at the weekly EXCOM meeting, each EXCOM member needed a lengthy “State of the Unit” meeting with his or her senior advisors. Attendees:
- Unit heads and their team leaders
- Executive committee members (EXCOM) and their unit heads

How can you change your business meeting culture?

Learn how Microsoft Workplace Analytics gives you the insights you need to identify and eliminate wasteful meetings and protect your company's most precious resource — time — using the rich Office 365 data your enterprise already has.

Go to Microsoft.com/WorkplaceAnalytics