



**4 and 20 Million.**

# LEARNING PROGRAMMES & COURSES

**Training to elevate performance  
for teams and individuals**

# 4AND20MILLION HELP TEAMS TACKLE THE BIGGEST CHALLENGES OF MODERN WORK

We're in a new era of hybrid working, whilst facing widespread burnout and stagnant productivity.

4and20Million equip teams and individuals with the skills to navigate these challenges and thrive.

- We help teams work effectively in the new hybrid working world
- We improve productivity whilst addressing burnout & work/life balance
- We promote resilience, personal growth and Emotional Intelligence
- We nurture engaging and confident public speakers
- We empower managers to lead high-performing teams

Our energising, insightful and pragmatic courses are designed to create a lasting, positive impact.

Here's how we do it...



**4and20Million.**



**Alex & Dan**  
**4and20Million**

# TEAMS

CREATING HIGH PERFORMING TEAMS

## SUSTAINABLE EXCELLENCE

Boost productivity and performance whilst reducing stress, anxiety and burnout

## COLLECTIVE BRILLIANCE

Unite individuals, enhance collaboration and supercharge team effectiveness

## CREATING A FEEDBACK CULTURE

Empower your team to deliver, accept and normalise feedback, creating fuel for personal growth



## TEAM BUILDING RETREAT

Combine our team training with a choice of wellbeing, bonding and corporate activities over two days at a fantastic venue for a custom-made team experience

# INDIVIDUALS

SKILLS THAT ACCELERATE PERSONAL GROWTH

## COMPELLING STORYTELLING

Crafting great presentations and compelling narratives

## PRESENTING WITH CONFIDENCE

Public speaking and presenting with authentic confidence

## BOOSTING PERSONAL PRODUCTIVITY

Techniques to maximise sustainable productivity

## AVOIDING BURNOUT

Create a healthy work / life balance

## FROM BOSS TO COACH

Managing others:  
Fostering psychological safety

## ENABLING HIGH PERFORMANCE

Leading team culture & delivering effective feedback

## UTILISING EMOTIONAL INTELLIGENCE

Increasing self-awareness, personal development, emotional agility and situational management skills

## COPING WITH CHANGE

Bolstering resilience, building self-esteem and responding effectively to challenges







TEAMS





## OUR WORKING WORLD HAS EVOLVED

When lockdown forced us all to become remote workers overnight, we were all compelled to quickly reinvent our own ways of working.

As we emerged to a 'new normal', expectations and preferences differed - perhaps the only common ground being that a 5-day office-based week now seems unlikely to return for most of us.

With each of us having developed our own preferences and working patterns, the impact on teams is increasingly a cause for concern.

## A NEW SET OF CHALLENGES

Without clear shared expectations, individuals risk overwork and burnout, often overestimating what is expected of them whilst attempting to respond instantly to every meeting invite, email, IM and notification.

With less time spent together, interpersonal relationships are more distant, leading to greater isolation, heightened stress and reduced 'learning by osmosis'.

Yet mandated office days can lack purpose, feeling unproductive and costly.

Something needs to change!

**4AND20MILLION ADDRESS THESE CHALLENGES. THIS BROCHURE DETAILS HOW!**

## FOUR CHALLENGES

## IMPACT ON TEAM

## 4AND20MILLION SOLUTION

### PRODUCTIVITY

VARIABLE PRODUCTIVITY, CONFLICTING WORKING  
STYLES, INCREASED BURNOUT



SUSTAINABLE EXCELLENCE  
TECHNIQUES TO BOOST TEAM-WIDE PRODUCTIVITY

### CONNECTION

UNAWARE OF COLLEAGUES' STRENGTHS, PERSPECTIVES  
AND COMMUNICATION STYLES



COLLECTIVE BRILLIANCE  
BUILD MUTUAL UNDERSTANDING AND RAPPORT,  
COMMUNICATE EFFECTIVELY

### COMMUNICATION

LIMITED OPPORTUNITIES TO GATHER FEEDBACK ON  
PERFORMANCE, IDEAS AND CHALLENGES



CREATING A FEEDBACK CULTURE  
CREATE A CULTURE WHERE PEOPLE ARE ABLE TO GIVE AND  
RECEIVE FEEDBACK TO ENABLE IMPROVEMENT AND INSIGHT

### ISOLATION

INCREASED ISOLATION AND HEIGHTENED STRESS DUE  
TO REDUCED CONTACT WITH COLLEAGUES



TEAM BUILDING RETREAT  
BUILD MEANINGFUL CONNECTIONS, TRUST AND EFFECTIVE  
WORKING RELATIONSHIPS THROUGH QUALITY TIME TOGETHER

TEAMS

## SUSTAINABLE EXCELLENCE

**BOOST PRODUCTIVITY AND PERFORMANCE  
WHILST ADDRESSING STRESS, ANXIETY AND  
BURNOUT**

**Sustainable Excellence** is 4and20Million's flagship training and development programme to improve team productivity. It enables teams of all sizes to develop the skills and behaviours needed to thrive in a fast-paced, hybrid working world. By embarking on this programme your team will learn how to work smarter, create high quality outputs and collaborate effectively in a shorter space of time.

This course is not *just* about increasing productivity and work output. It's about being more engaged and purposeful with your work and your time. Participants will learn techniques that help them to focus their energy, manage their attention and establish behaviours and habits that prevent them from living in a constant state of overload and stress.

**Sustainable Excellence** brings teams together to move past the unproductive clutter of back-to-back virtual meetings and constant interruptions to find more effective ways to work productively. It prompts much-needed discussion amongst teams and culminates in agreed priorities and actions to drive collective improvement.

An established programme endorsed by some of the biggest names in UK corporate life, **Sustainable Excellence** is a modern course for modern work, encouraging long-term behaviour change and the adoption of healthier, more effective working habits.

Contact us at [www.4and20Million.com](https://www.4and20Million.com) for further details

## SUSTAINABLE EXCELLENCE



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TEAMS

## COLLECTIVE BRILLIANCE

### UNITE INDIVIDUALS, ENHANCE COLLABORATION AND SUPERCHARGE TEAM EFFECTIVENESS

Effective collaboration between colleagues is vital to the success of every organisation. However, fostering this close connection and ensuring understanding amongst a team is one of the great challenges of working life, especially when teams work remotely or have little direct contact.

**Collective Brilliance** enables people to understand themselves and their colleagues more thoroughly - identifying common ground, shared blind spots, differences in perspective and individual strengths. 4and20Million work with teams of all sizes to ensure that this understanding is overlaid with practical ways to make cognitive diversity a strength rather than a barrier, via communication style, rapport-building and greater mutual consideration.

This learning programme helps teams realise their collective strengths, identify their potential skill gaps, overcome collaboration challenges and create a more supportive and effective team culture.

**Collective Brilliance** is powered by Lumina Spark, a modern psychometric tool that emphasises growth potential and effective collaboration. With a focus on future development, it combines a 30-page personal portrait, an interactive mobile app and plenty of follow-on material to keep the insight and discussion alive across the team well beyond the initial session.

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COLLECTIVE  
BRILLIANCE



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## TEAMS

# CREATING A FEEDBACK CULTURE

**EMPOWER YOUR TEAM TO DELIVER,  
ACCEPT AND NORMALISE FEEDBACK,  
CREATING FUEL FOR PERSONAL GROWTH**

At its best, feedback is well-intentioned advice delivered by someone uniquely positioned to provide illuminating insight into our performance. It should be something that we seek out relentlessly. Yet our collective discomfort in delivering and receiving feedback illustrates that this theoretical ideal is far from our day-to-day reality. When we hear the word 'feedback', our natural defences rise and we actively avoid potentially uncomfortable scenarios.

**Creating a Feedback Culture** reframes the entire concept. Rather than accept a team environment in which feedback is unsolicited and equated with criticism, this session positions feedback as something to be actively sought for personal development.

This programme enables people to deliver smart, timely and effective feedback that can be used as essential fuel for development. We also examine how feedback can become an ingrained trait of team behaviour, detailing how you can normalise and encourage a culture of regular feedback.

Pragmatic, challenging and insightful, **Creating a Feedback Culture** provides the catalyst for profound improvement and lasting change across your team.

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# CREATING A FEEDBACK CULTURE

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TEAMS

## TEAM BUILDING RETREATS

COMBINE OUR TRAINING WITH WELLBEING,  
BONDING & CORPORATE ACTIVITIES TO  
UNITE AND INSPIRE YOUR TEAM

There is enormous value to be gained by gathering your team together. Whilst all of our team-focused training courses can be delivered over half or full days, we recognise that an extended period together can galvanise and reinvigorate a team dynamic. In the age of hybrid and remote working, there is ever greater benefit in investing quality time together in a **Team Building Retreat**. This combines one or two of our team-focused courses with collective bonding activities, providing a purposeful opportunity to **build rapport, grow trust, reinforce team culture** and **boost morale**.

Hosted away from the bustle of the city and the demands of daily work, these events give teams the opportunity to work together effectively, learn new skills, forge new connections and reinvigorate relationships. We are happy to discuss venue and content options with you to suit needs and budgets. Here is an example itinerary:

DAY 1	DAY 2
AM: Collective Brilliance	AM: Sustainable Excellence
PM: Yoga session/ guided walk, group dinner	PM: Escape room, pottery workshop, social event

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TEAM  
BUILDING  
RETREATS



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INDIVIDUALS

INDIVIDUAL

## COMPELLING STORYTELLING

### CRAFTING GREAT PRESENTATIONS AND COMPELLING NARRATIVES

Crafting and delivering powerful stories is how people persuade, inspire and unite those around them. Without a compelling narrative and great delivery, even the strongest ideas, proposals and appeals can be undervalued or misunderstood.

Whether that's in a client meeting, a cold call, a presentation, networking session, video conference, internal meeting or a major pitch - the ability to find and articulate a persuasive story is an invaluable skill.

This training harnesses insight from psychology and neuroscience to ensure participants can create a narrative that connects with an audience in a meaningful way.

**Compelling Storytelling** covers the principles of crafting a narrative to engage audiences, ensuring they feel inspired and energised. We instil belief in the words you are saying and a clarity of message, with the focus always on the audience experience.

The outcome is more compelling narratives, a more confident and coherent articulation of your offer and better engagement with your existing and prospective clients.

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COMPELLING  
STORYTELLING

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INDIVIDUAL

## PRESENTING WITH CONFIDENCE

### PUBLIC SPEAKING AND PRESENTING WITH AUTHENTIC CONFIDENCE

For some of us, the fear of speaking in public can be debilitating.

Whether it's an internal meeting, a large speaking event, in front of a few or a thousand. Whether you're a seasoned speaker or a nervous communicator, we can all hone our public speaking to engage and captivate our audience.

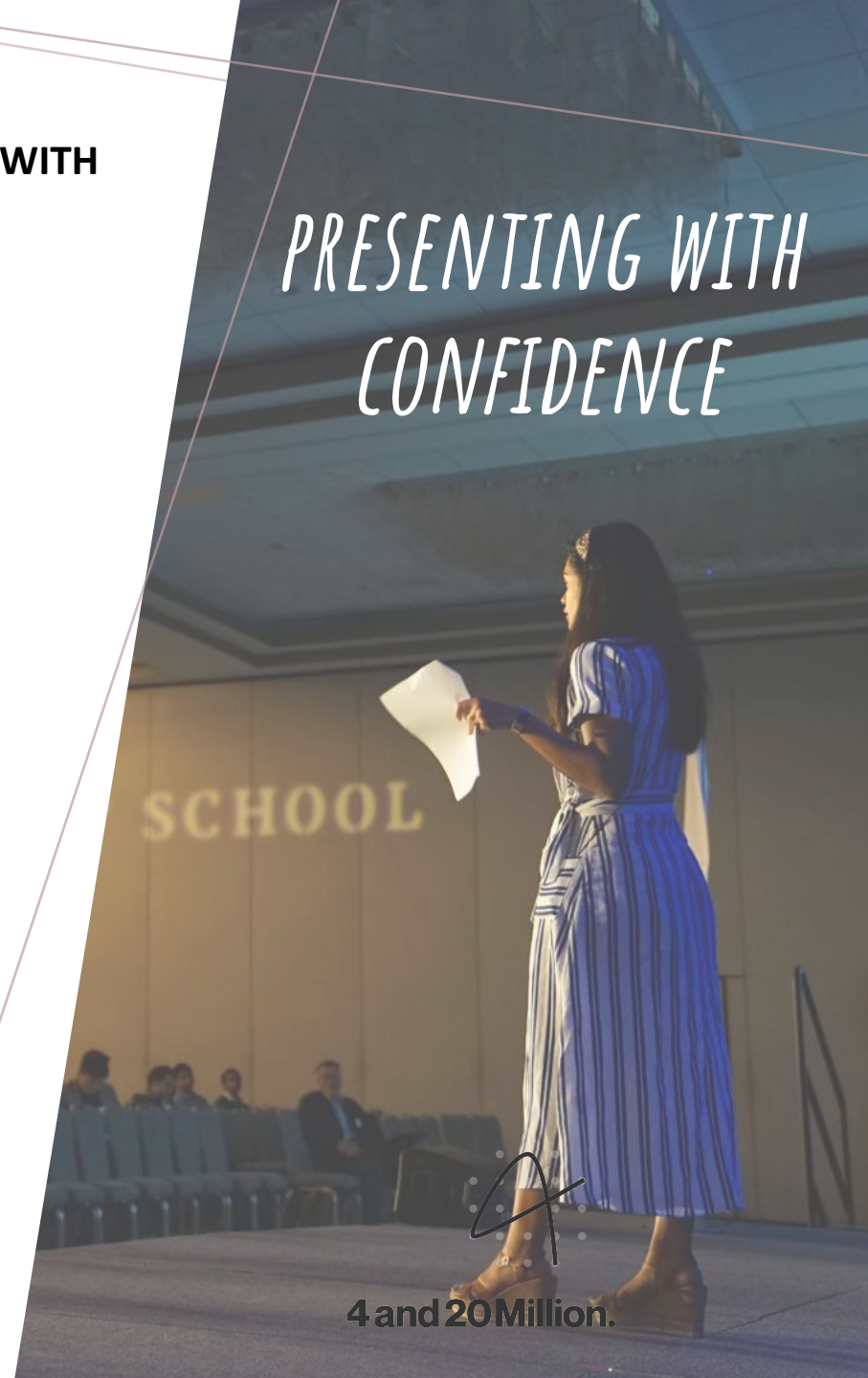
This module examines how to communicate with passion and energy. We share practical tips that nudge your brain into a positive, excited mindset to overcome nerves, and discuss techniques to get the most from your delivery.

By creating a safe and supportive environment, **Presenting with Confidence** provides the perfect opportunity to experiment with different techniques, helping you find and showcase the power of your natural delivery style.

The objective is to ensure that public speaking - in whichever environment you operate - becomes an enjoyable, memorable experience for all.

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## PRESENTING WITH CONFIDENCE



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## INDIVIDUAL

## BOOSTING PERSONAL PRODUCTIVITY

### TECHNIQUES TO MAXIMISE SUSTAINABLE PRODUCTIVITY

No matter how hard we work, it can feel like we're always racing to keep pace. We work in a whirlwind of relentless demands and never-ending to-do lists.

As a result, we see the levels of stress and anxiety across the workforce steadily increasing. Even before COVID, YouGov found that 74% of UK adults felt unable to cope due to workplace stress in a typical year.

**Boosting Personal Productivity** develops the skills and behaviours we need to thrive in our hyper-connected, fast-paced working world. We examine how it is possible to create high quality work in less time by fending off distraction and encouraging clear, structured planning.

We explore established techniques and skills that will bring more control, calm, clarity and creativity into your daily life. This is about doing your very best work in a sustainable, healthy way.

This course will boost productivity and performance, and provides practical ways of prioritising workloads, structuring the day and managing time and attention when faced with an ever-growing list of competing priorities.

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BOOSTING  
PERSONAL  
PRODUCTIVITY

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## INDIVIDUAL

# AVOIDING BURNOUT

## CREATE A HEALTHY WORK / LIFE BALANCE

When did you last complete your to-do list? Or get your inbox down to zero?

We might start each day trying to accomplish these goals, but they remain stubbornly incomplete. There is always more to do. And with work being available to us 24/7, it is difficult to know when to stop.

*Avoiding Burnout* recognises that high performance is not simply about working harder or for longer. For the sake of both our work and - more importantly - ourselves, we need good quality rest and downtime, and a meaningful life outside our work.

This training course develops behaviours and habits that help people avoid living in a constant state of overload and stress.

In order to reach a place of high-performance, we have to create time to rest and recharge. We need wider context to our work, a sense of perspective and time away to enable us to come back inspired and with fresh thinking.

Through a range of inspirational sources, 4and20Million guide participants to create purposeful boundaries and meaningful finish lines. This is increasingly important given the prevalence of home working.

For the sake of our brains and our health, we need to find ways to disconnect, pause, process and reflect. *Avoiding Burnout* will enable you to do this in a practical and uplifting way.

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# AVOIDING BURNOUT



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INDIVIDUAL

## FROM BOSS TO COACH

### MANAGING OTHERS: FOSTERING PSYCHOLOGICAL SAFETY

Much of what we might think of as leadership is often rooted in control and hierarchy. Whilst there might be a place for this in certain scenarios, it cannot be the only leadership tool in your armoury.

Getting the best from a team requires more than simply dictating work or having the most knowledge.

To enable others to do their best work, the best leaders coach, nurture and inspire their people. This relationship isn't forged overnight, but it's what sets great teams and leaders apart and is essential for great collective performance.

**From Boss to Coach** explores how you can create a culture of great performance and how to enable others without micromanaging.

By fostering psychological safety, creating effective communication and exploring how to effectively manage your reactions, *From Boss to Coach* is a game-changing module for those with leadership aspirations.

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*FROM BOSS  
TO COACH*



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INDIVIDUAL

ENABLING HIGH  
PERFORMANCE

LEADING TEAM CULTURE & DELIVERING  
EFFECTIVE FEEDBACK

Your approach, attitude and demeanour are all highly contagious. Just sitting next to someone in a bad mood has been shown to limit performance! How you approach your day sets the tone and the standards for the people around you, especially those you manage.

One of the most critical ways in which we can influence the performance of others is through our ability - or inability - to provide effective feedback. Our natural aversion to the phrase *'Can I give you some feedback?'* often prevents effective communication and hinders performance and progress.

However, well-delivered feedback can be the spark that elevates performance, enables people to overcome blind spots and reduces barriers to personal and professional growth. It should be the tonic we all crave!

**Enabling High Performance** explores how to positively influence those around you through your behavioural cues and effective feedback - a must for managers and team leaders!

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ENABLING HIGH  
PERFORMANCE



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## INDIVIDUAL

## UTILISING EMOTIONAL INTELLIGENCE

### ADAPTING OUR PERSONAL RESPONSE TO DIFFERENT CHALLENGES

Combining an in-depth personal profile with a collaborative half-day group development session, **Utilising Emotional Intelligence** explores the impact of a range of key traits on personality and behaviour. This includes our relationship with stress, our social energy, how emotion affects our decision making, our self-perception and internal monologue.

By exploring these aspects of our personality - and importantly seeing ourselves in contrast to others - we are able to better understand the 'why' behind behaviour, and appreciate where and how we may need to adapt to benefit both ourselves and our relationships with others. You'll come away understanding your own motivations, triggers and behaviours in a new light, with a clear model for creating personal development goals as a result. You'll also gain insight into how our emotions, behaviours and decisions interact, a hugely valuable asset when working with others.

Particularly suitable for team leaders, this course amplifies your capacity to understand yourself and enables a deeper connection with your team through better understanding of others.

**Utilising Emotional Intelligence** is powered by Lumina Spark, a modern psychometric tool that emphasises personal strengths, growth potential and effective co-working.

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## UTILISING EMOTIONAL INTELLIGENCE

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## INDIVIDUAL

## COPING WITH CHANGE

### BOLSTERING RESILIENCE, BUILDING SELF-ESTEEM AND RESPONDING EFFECTIVELY TO CHALLENGES

The world can sometimes feel like an uncomfortable place to be. Our roles evolve, our responsibilities expand, managers, clients and colleagues move on and change happens when we least expect it. Organisations are often in a state of disruption, whether planned or entirely unforeseen.

Add to this the five to seven times times we'll get a new job over a typical career, it's clear that one of the most critical skills we can develop is our own personal capacity to cope with change.

**Coping with Change** draws from neuroscience, philosophy and psychology to provide perspective and practical techniques to help navigate unsettling circumstances. Attendees will leave with a sense of empowerment, enabling them to reinforce their personal resilience and better manage the uncertainties of day-to-day working life.

This course is ideal for anyone dealing with change in the short-term, or wanting to build resilience and adaptability for the future.

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**Deloitte.**

"Insightful, practical and hugely enjoyable, **4and20Million** have had a galvanising effect on our team's productivity, instilling a healthy, high-performance approach towards how we work."

*Partner, Deloitte*

**REPUBLIC OF MEDIA**

"In 20 years in the industry, I can't think of a more useful 2 hours of training I've had. Even our most experienced staff members learnt more about themselves and how to better understand their colleagues."

*CEO, Republic of Media*



"Immensely valuable and insightful. I wouldn't hesitate in recommending to other companies that **engaging with 4and20Million** creates a really positive outcome on the effectiveness of their people."

*Director, EY*



"The team at 4and20Million provided the **best presentation and storytelling training I have ever experienced**. I wholeheartedly recommend them to train your team. It is an investment you will not regret."

*Marketing Lead, Wienerberger*



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sky | MEDIA

**BDO**

**KPMG**

**Heathrow**  
Making every journey better

**G** The Growth Company

**brother**  
at your side

**News UK**



To discuss a course package that's right for you, please contact Alex or Dan through the details below.

We're always more than happy to talk through the content, answer any questions and see how we can create **lasting, positive impact** for your team.

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