Most of us are distracted while at work. This is a problem.

<table>
<thead>
<tr>
<th>Overall, people report mind-wandering</th>
<th>On average, over a third of our entire day is spent distracted and off-task</th>
<th>Unfocused employees, unproductive teams and absent-minded leaders cost the U.S. economy</th>
</tr>
</thead>
<tbody>
<tr>
<td>37% of the time while at work</td>
<td>$300 billion annually</td>
<td>Source: Potential Project</td>
</tr>
</tbody>
</table>

The Mind at Work is Potential Project’s bi-annual study of how our minds work while we work. Using our proprietary digital diagnostic tool – Mindgrow – we assess employees’ moods and mental states within the flow of a work week to reveal the true employee experience.
Knowing the daily patterns of a wandering mind can help you to plan.

The least amount of mind wandering happens on Wednesday afternoons and Friday mornings.

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Stress makes mind wandering even worse.

A stressed, agitated mind will wander 2-3x more than a mind that is calm and balanced.

People who are stressed have poorer focus and more mind wandering as the week progresses, hitting a weekly low on Friday. Their calmer counterparts have better focus and less mind wandering, even hitting peak focus on a Friday.

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Three key actions for a more focused day.

**A DAILY MIND-TRAINING PRACTICE**

- **Mindfulness Practice**: 28% mind-wandering (52% mind-wandering)
  
  A mind training practice can help you to get in touch with your mind and learn how to direct it to feel more grounded, resilient, and present.

- **Sleep**: Less than 6 hours - 41% mind-wandering; 7 hours or more - 35% mind-wandering
  
  A good night’s sleep decreases mind wandering. Sleep is foundational to good mental and physical health and wellbeing.

- **Social**: Connected - 30% mind-wandering; Alone - 48% mind-wandering
  
  Connecting with others pulls you out of your own head and makes you feel more balanced and focused.

Source: Potential Project