# Review — two months of daily briefing

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

Document issued on 09/11/2026

42 working days · 49 hours returned · fictional document

**Fictional document — demonstration example**

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**Fictional document**, produced for the demonstration. **It carries The figure the agent publishes about itself on the same footing as the others**: 28 % of the drafts proposed were rewritten.

## What changed, measured

| Indicator | Before | After two months | Change |
|---|---|---|---|
| **Time in the inbox, per day** | **1 h 50** | **40 min** | **− 1 h 10** |
| Decisions settled the same day | 61 % | **88 %** | + 27 points |
| Median reply time | 31 h | **6 h** | − 25 h |
| Contractual deadlines missed | **3 in the half-year** | **0 out of 14 falling due** | — |
| « No action » messages reopened | — | 11 out of 5,376 | 0.2 % |

## The time returned, converted

| Conversion base | Calculation | Result |
|---|---|---|
| Per working day | 1 h 50 − 40 min | **1 h 10** |
| Over two months | 1 h 10 × 42 working days | **49 hours** |
| **In working weeks** | **49 h ÷ 35 h** | **More than one week** |

> **Conversion base: 35 hours a week, 151.67 hours a month, 1,607 hours a year** — the statutory working time in France. Always rounded down: a gain rounded up can be disputed.

## The unfavourable figure, and what it reveals

| Measure | Value |
|---|---|
| Drafts proposed | 214 |
| **Drafts rewritten by the director** | **61 — that is 28 %** |
| of which on three correspondents only | **54 of 61** |
| Length of the rewrites with those three | **Half as long** |
| Offer to meet in the closing line | **Never, with those three** |

**What the agent does with it:** one template per regular correspondent, drawn from the 61 rewrites and read once by the director. **Target written in advance: below 20 % rewrites next month.** If the figure does not fall, then the grouping of correspondents is wrong and it is redone another way — the measure is published in the first Monday briefing, favourable or not.

Rewrite share the director considers acceptable: _____



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