Getting Things Done & Not Losing Your Mind

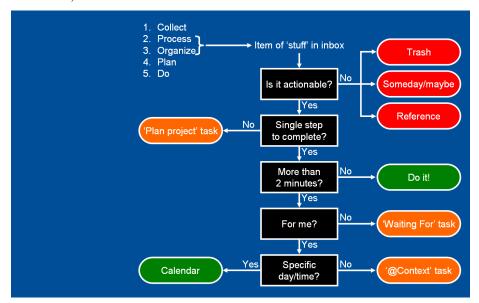
Rob Rohan

Getting Things Done

Everything you've told yourself you ought to do, your mind thinks you should do right now. Frankly, as soon add you have two things to do stored in your RAM, you've generated personal failure, because you can't do two things at the same time. This produces an all-pervasive stress factor whose source can't be pin-pointed. (Allen 2002)

GTD Flow

Sometimes the biggest gain in productive energy will come from cleaning the cobwebs, dealing with old business, and clearing the desks—cutting loose debris that's impeding forward motion. (Allen 2002)



(wikipedia 2021b)

With some focus on perspective (and context)

- Horizon 5: Life
- Horizon 4: Long-term visions
- Horizon 3: 1-2 year goals
- Horizon 2: Areas of focus and accountability
- Horizon 1: Current projects
- Ground: Current actions

My Process

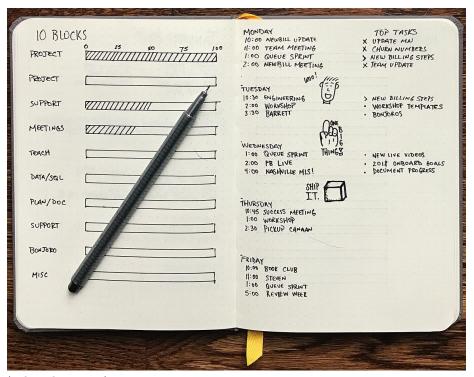
Much of the stress that people feel doesn't come from having too much to do. It comes from not finishing what they've started. (Allen 2002)

You can run whole projects this way (with the right team).

- Modified GTD System (Allen 2002)
- The Bullet Journal System (Carroll 2013)

Bullet Journal

(Sometimes known as a BuJo) Developed by designer Ryder Carroll to help him deal with his ADHD. (Tedx Talks 2017)



(wikipedia 2021a)

Other Applications

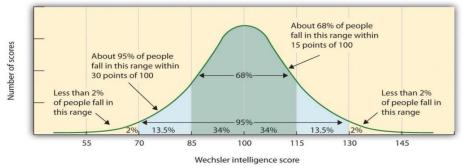
Your mind is for having ideas, not holding them. (Allen 2002)

These are some applications that I've used for my own GTD flow. They did not work for me for various reasons, but they are all good.

- Things
- Beorg / Emacs org-mode
- Trello
- Omnifocus
- Notability
- Evernote
- TODO.txt

Not Losing Your Mind

The bullied turned into the bullies.



(Lally and Valentine-French 2020)

I talk to people as if they know everything, I know plus something cool I can learn.

Meditation

I don't mean hippy woowoo stuff - I mean hacking your brain, improving your learning, emotional response, memory, depression and PTSD (TEDx Talks 2012)

• Vipassana Mediation (Aspey 2016)

Imagine if you talked to yourself like you do to other people

Allen, David. 2002. "Getting Things Done: The Art of Stress-Free Productivity." https://www.amazon.com/Getting-Things-Done-Stress-Free-Productivity-ebook/dp/B00KWG9M2E.

Aspey, James. 2016. "How to Do Vipassana Meditation." https://www.youtube.com/watch?v=XKy3B4Tb6jY.

Carroll, Ryder. 2013. "Bullet Journal." https://www.youtube.com/watch?v=G fRf43JTqY4.

Lally, Martha, and Suzanne Valentine-French. 2020. "Extremes of Intelligence: Intellectual Disability and Giftedness." https://courses.lumenlearning.com/suny-lifespandevelopment/chapter/extremes-of-intelligence-intellectual-disability-and-giftedness/.

Talks, TEDx. 2012. "How Meditation Can Reshape Our Brains: Sara Lazar at TEDxCambridge 2011." https://www.youtube.com/watch?v=XKy3B4Tb6 jY.

Talks, Tedx. 2017. "How to Declutter Your Mind – Keep a Journal | Ryder Carroll | TEDxYale." https://www.youtube.com/watch?v=ym6OYelD5fA.

wikipedia. 2021a. "Bullet Journal." https://en.wikipedia.org/wiki/Bullet_journal.

——. 2021b. "Getting Things Done." https://en.wikipedia.org/wiki/Gettin g_Things_Done.