

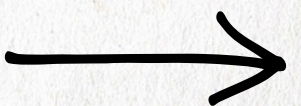
# 5 Things I Got Wrong About Productivity

~~Productive~~

9 AM	BUSY
10 AM	BUSY
11 AM	BUSY
12 PM	BUSY
1 PM	BUSY
2 PM	BUSY
3 PM	BUSY
4 PM	BUSY
5 PM	BUSY

~~Unproductive~~

9 AM	
10 AM	BUSY
11 AM	
12 PM	
1 PM	BUSY
2 PM	
3 PM	
4 PM	BUSY
5 PM	



## #1 Thinking

# Busyness = Productivity

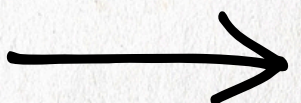
Busyness isn't a badge of honor.

It's a symptom of reactivity.

Real productivity looks quiet.

It's saying no to 95% of meetings.

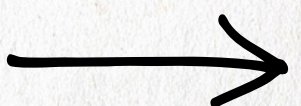
Protecting **3-4 hours** for focused  
work.



## #2 Believing Multitasking Works All the Time

The **wrong** way to multitask: Trying to juggle two complex tasks at once (e.g. email + meeting).

The **right** way to multitask:  
Pair a **complex task with a simple,**  
habitual one that uses a different  
sensory input (e.g. podcast +  
walking).

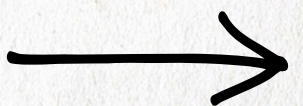


## #3 Thinking Focus Is About Willpower

Focus isn't about willpower.

It's about **systems**.

When we align our actions with our values and design our environment to minimize distractions, focus becomes much easier.

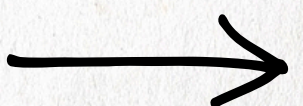


## #4 Thinking Productivity is “One-Size Fits All”

Productivity systems are  
**highly personal.**

What works for someone else might  
backfire for you.

Don't let anyone (including me)  
dictate what “productivity” means to  
you.



## #5 Relying on “To-Do” Lists

To-do lists seem helpful.

But they’re just a list of outputs - things you *want* to finish - without accounting for *when* or *how* you’ll do them.

The fix? **Timeboxing**.

Instead of listing tasks, I now schedule time for them.