

The 4 Hour Workweek

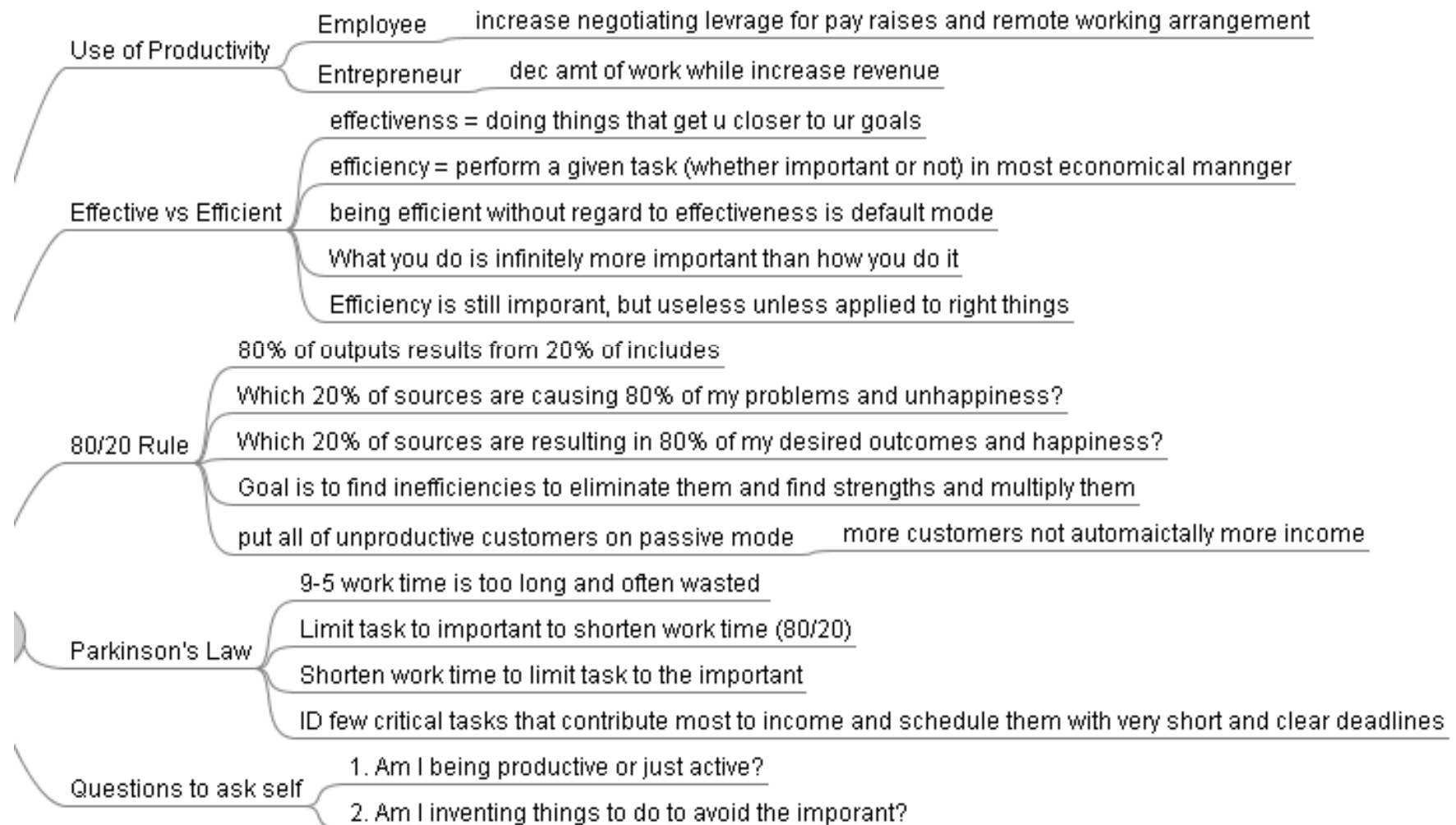
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Chapter 5, 6, 7

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11/25/08

Ch 5. The end of time management



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Q&A

1. If you had a heart attack and had to work two hours per day, what would you do?
2. If you had a 2nd heart attack and had to work 2 hours per week, what would you do?
3. If you had a gun to your head and had to stop doing 4/5 of different time consuming activities, what would you remove?
4. What are the top 3 activities that I use to fill time to feel as though I've been productive?
5. Learn to ask, "If this is the only thing I accomplish today, will I be satisfied with my day?"
6. Remind self 3x daily "Are you inventing things to do to avoid the important?"
7. Do not multitask
8. Use Parkinson's Law on a Macro and Micro level

Ch 6. The Low-Info Diet

Cultivating Selective Ignorance

Most news time-consuming, negative, irrelevant to our goals, outside of our influence

Just read front-page headlines and nothing more

Speed reading

Ask people around you "Tell me, what's new in the world?"

Q&A

1. Go on an immediate one-week media fast

2. Develop the habit of asking yourself, "Will I definitely use this info for something immediate and important?"

3. Practice the art of nonfinishing

Ch 7. Interrupting Interruption and the Art of Refusal

