

An Hour You Can Get Through

Set up one working hour with breaks built in, so it is bearable start to finish.

WHEN TO USE THIS

Use this before an hour of work you are not looking forward to.

What is the hour for, and what will count as enough by the end of it?

Set the bar low enough to clear.

Plan the hour in blocks. Put the breaks in before you start.

MINUTES	WHAT YOU DO

What needs to be out of reach or turned off for that hour?

1.

2.

3.

Afterwards: what did you get done, and what would you change next time?

An hour with breaks in it goes further than two hours of pushing.