

Meeting Summary

Transcript:

After reading tons of productivity books, I came across so many rules. Like the two-year rule, the five-minute rule, the five-second rule. No, not that five-second rule. The problem is that these rules were meant for companies or entrepreneurs. But I was able to adapt them to my studies during med school and drastically cut down in my procrastination. So I'm going to share with you two different two-minute rules for the next two minutes. The first two-minute rule comes from Getting Things Done ...

Summary:

the two-year rule, the five-minute rule, was meant for companies or entrepreneurs . but if it takes two minutes to do, get it done right now, he says . if you're trying to do something you don't really want to do it, simplify the task down to two minutes or less .