Why it is okay for me to not remember anything?

Anything?

Well of course not anything…

Almost anything

I remember where that information is located…

Thanks to a system that captures thoughts from outside and inside. Let me start with a simple example: let's say you get an email that announces the next exam date, the first thing you do is to put it in your calendar. Great, this way; when you need to know when an exam is, you can just look at your calendar. But this is just the beginning…

Two Part Brain System

Where my system really shines is this. When we learn something, we put that thing in our short-term memory. Short-term memory is our temporary storage, it should be either put into some other place or be thrown away. So when we start using what we have learn, it starts to move into our long-term storage, the long-term memory.

My system works the same. When I get a new information, either from an outside source or some thought I just had, I put it in my short-term storage.

Part 1: Short Term Storage

Bear

I use bear for this task, which is a note-taking app. But any other note taking app works as I am using it Bear as just a scratch-pad. I categorize the things in my short-term storage as 4 things.

Information, Things to consume, Ideas, To-do

An exam date or a friend's birthday are examples of information.

A youtube video that my friend recommends me or a blog post I want to read are things to consume

The idea of a new section for my website or an idea for my ted talk falls into ideas.

And lastly, stuff like picking up groceries or getting ready for an exam are categorized as to-dos

Things items stay on bear until I act on them. And how I act on them is the part 2.

Part 2: Long-term Storage

This is where we introduce varieties. Long-term storage does not use a single app. It is a process more than a blueprint.

Information usually goes into stuff like calendars or my personal information management vault.

Things to consume goe… Wait…

Personal Information Management Vault?

Personal information management vault? Yeah, it is what I call a bunch of files with specific topics like youtube video ideas, favorite teachers, or vegan cookie recipes. It is so complicated that it could have its own ted talk, so I am going to move on, just think of it as a record of everything I know.

Continue

Cough Where was I, yes, Things to consume. After I consume these things, I usually have more things to research. Useful pages with important information on them go into Zotero, which records and organizes webpages, PDF's etc. If I learn new topics that I want to research more, they get their own place in bear and this results in an endless cycle.

Ideas, these are the most fun to do. They usually require further thinking and creativity. Most of these never see the light of the day but the ones that do are my proud achievements.

And the last one, to-dos. They are what you think they are, they either get done or wait until I give up on them.

Why?

Why bother record every thought that came into your mind when you can just forget them. Because, in my experience, important thing is not the initial thought. It is what that thought leads to. So many times, I found myself in gold mines chasing some stupid idea. That's why I am telling you, every thought you have is important enough to be recorded.

Thanks for listening!