

Writer Contract No. 1

This agreement starts on November 3, 2025 (the 'effective date') and will end at 11:59 PM November 7, 2025. The Contractor must do A-C each weekday while meeting conditions D-G. The goal is to make steady progress on one writing project a day.

A. Work on manuscript A1.

B. Follow the 14-pom -pomodoro technique.

C. Spend 8 pomodoros per day on generative writing and 6 pomodoros on editing before noon.

Support writing will be done outside of the 8 hour, focused-effort period.

D. Qualifying generative writing tasks includes:

- writing in the main.tex file
- making mind maps for planning
- writing entries in writing log
- drafting of e-mails that are directly related to the project

E. Support writing includes the following:

- entries to databases used in the research described in the paper.
- making entries in an annotated bibliography or zettelkasten
- making figures
- analyzing data
- retrieve and read literature
- relabeling and tagging PDFs
- any other activity that advances the writing project

F. The contractor may not do the following during the focused effort blocks and will restart if any interruptions occur.

- check e-mail
- surf the web
- listen to interviews or news show videos on YouTube (music is okay if it is not distracting)
- answer the phone
- keep their office door open
- accept visitors

G. During the writing blocks, the contractor may:

- take bio breaks
- do planning related to the writing project
- write cover letters
- submit manuscripts

The Contractor agrees to abide by this Agreement.

Contractors signature:

Date: November 3, 2025