

Bullet Journal

January 26, 2022

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1 Future log

Jan

- lorem ipsum
- lorem ipsum
- Proper Node
- Proper Node

Feb

- lorem ipsum
- lorem ipsum
- Proper Node
- Proper Node

Mar

- lorem ipsum
 - lorem ipsum
 - Proper Node
 - Proper Node
-

Jan

- lorem ipsum
- lorem ipsum
- Proper Node
- Proper Node

Feb

- lorem ipsum
- lorem ipsum
- Proper Node
- Proper Node

Mar

- lorem ipsum
 - lorem ipsum
 - Proper Node
 - Proper Node
-

2 Month view

- Items are numbered automatically.
- The numbers start at 1 with each use of the `enumerate` environment.
- Another entry in the list
- Another entry in the list
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- Another entry in the list

3 Task lists

Legend:

- Task incomplete
- x Task complete
- < Task migrated into collection
- > Task scheduled into future log
- ~~Task irrelevant~~
- Notes
- * Important/Priority
- ! Inspiration

4 Daily view

09.12.2021

- idea to create bullet journal.tex

10.12.2021

- first prototype bujo.tex

20.12.2021

- published on GitHub!

26.01.2022

- PDF conversion

5 Collection

Rapid Logging - Be it for taking notes or journaling, studies keep identifying benefits of writing by hand. That said, it takes time and can be unorganized. How can we enjoy the benefits while avoiding the shortcomings of hand writing? Rapid Logging. Rapid Logging is the language in which the Bullet Journal is written. In short, it's a way of capturing information as bulleted lists. Let's start with the basics.

Bullets - If Rapid Logging is language the BuJo is written in, Bullets are the syntax. Bullets are short-form sentences paired with symbols that visually categorize your entries into: Tasks, Events, or Notes. Let's break it down...

- **Tasks**: things you have to do
- **Notes** things you don't want to forget
- O **Events**: Noteworthy moments in time

Tasks - Tasks are represented by a simple dot ... of a checkbox because it's fast, clean, and can easily be transformed to reflect the state of the Task. Tasks can have one of five states:

1. Task incomplete.
- x Task complete.
- < Task migrated into collection
- > Task scheduled into future log

2. ~~Task irrelevant~~

Events - Events are represented by the open circle "O" Bullet. Events are date-related entries that can either be scheduled (e.g. "Charlie's birthday") or logged after they occur (e.g. "signed the lease"). Our experiences can be complicated and distracting. Rather than trying to capture the way you feel in the moment, keep your Event entries short and objective. It will increase the odds of us writing them down. The important thing is to have a record of your experience so that you can learn from it

Tom's last day

Watched Wonder woman in UK

O Walked home to clear head

Notes - Notes are represented with a dash -. Notes include: facts, ideas, thoughts, and observations. They're used to capture information or data you don't want to forget. This Bullet works well for meeting, lecture, or classroom notes.

- Mar 25: Office closed for reno.
- Jack has a gluten intolerance
- Use mayo instead of butter on grilled cheese

Mix & Match - Tasks, Events, and Notes will help you quickly capture your thoughts as they bubble up throughout the

day. Don't worry about logging them in any particular order. The important thing is to get them out of your head, and onto the page.

Change the labels using `\item[label text]` in an `enumerate` environment

- O Leigh dinner
 - Claire: organize birthday cake
 - Niclas: call re travel docs
 - Song about vending machine!
- O Watched wonder woman in UK

Nesting - Nesting Bullets can add some much needed color to your entries. For example, nest Notes under an Event to capture important details. Nest subtasks under the main Task to break things down into a series of steps.

- O Leigh dinner
 - elevators
 - Talked about how to help Jane
- Claire: organized birthday cake
 - Order cake
 - Pick up cake
 - Needs to be gluten free

Signifiers - Signifiers are symbols that give your entries additional context at a glance. They're placed to the left of Bullets so they stick out, making them easy to spot when scanning your pages. Here are two useful examples, but feel free to come up with your own.

* = Priority: Used to mark the most important things on your list. Use it sparingly. If everything is a priority, nothing is.

! = Inspiration: Great ideas, personal mantras, and genius insights will never be misplaced again!

O Claire: organize birthday cake

- * Order cake

- Pick up cake

- Needs to be gluten free

- Claire: organized birthday cake

- Order cake

- Pick up cake

- Needs to be gluten free

- Niclas: call re travel docs

- ! Song about vending machine!