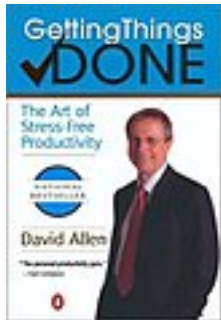# GTD with Taskwarrior

Thomas Willis

Getting Things Done (abbreviated to G.T.D.) is a time management method, described in the book of the same title by productivity consultant David Allen. The GTD method rests on the idea of moving planned tasks and projects out of the mind by recording them externally and then breaking them into actionable work items. This allows attention to be focused on taking action on tasks, instead of recalling them. [1]

[1]https://en.wikipedia.org/wiki/Getting_Things_Done

Taskwarrior

Taskwarrior is an open-source, cross platform time and task management tool. It has a command-line interface rather than a graphical user interface. Taskwarrior uses concepts and techniques described in Getting Things Done by David Allen, but is paradigm-agnostic in that it does not require users to adhere to any given life-management philosophy. According to its author, Taskwarrior was created "to address layout and feature issues" in the Todo.txt applications popularized by Gina Trapani [2]
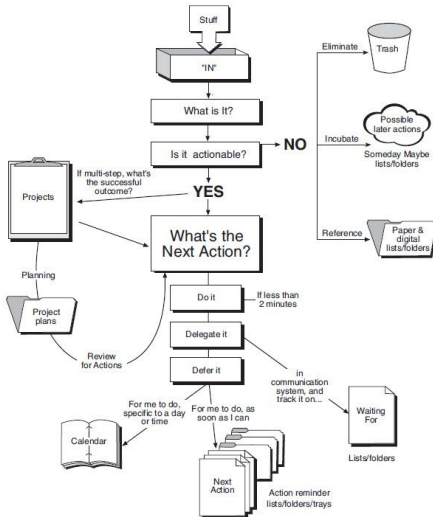
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[2]https://en.wikipedia.org/wiki/Taskwarrior

This Project:

This projects uses templates produced by Tom Sydney Kerckhove in a series of blog posts (https://cs-syd.eu/tags/Taskwarrior) about integrating taskwarrior into a specific GTD workflow, modifying reports and creating scripts that are built upon the GTD concepts of:

- Capture
- Clarifying
- Organize
- Reflect
- Engage

How it Works

Taskwarrior Definitions:

There are several components included in Taskwarrior to allow for granular organization.

These are:

- Filters
- Tags
- Reports
- Contexts
- UDA's

Located in .taskrc and .task_aliases

Work flow

Taskwarrior is NOT a Calendar

- Capture- Throughout the day collect stuff with the 'IN' command
- Clarify- Decide if tasks in IN are actionable. Assign Contexts, Tags, Estimate Time, and Brainpower.
- Organize- Create Projects and next actions, Delegate, Defer, Do It.
- Reflect- Decide What to do next. Assess if projects are moving forward. Follow up Delegated tasks.
- Engage- DO IT.

Syncing

The free online cloud Service **Freecinc** offers an interface and setup for syncing Taskwarrior data between devices.

Mobile Life

I use this same setup for collection and reflection on the go with my **Android** phone running **Termux**.

Questions?

- https://taskwarrior.org
- https://gettingthingsdone.com
- https://freecinc.com
- email hamlinux@gmail.com
- github https://github.com/hamlinux/taskwarrior-GTD