

Redefining Productivity Through Leverage



Key Takeaways

- Hours Worked Can't Be a Large Determining Factor in Success
- 2 Decreasing Hours Worked Is an Easy Way to Increase Productivity
- Acquiring Leverage Is How We Put This into Practice
- 4 Time Is Fixed, Leverage Is Infinite
- 5 Leverage Leads to Freedom
- 6 Get Comfortable Living in the Leverage Gap

Quote:

- Give me a lever long enough and I shall move the world. ""
 - Archimedes

Diagnostic N/A

Exercise

Leverage Assessment

See next page for details

Exercise

Ask yourself: "What would I need to do to cut my hours of work in half while increasing my output?"				
increasing my out	ipat:			

Force yourself into the leverage gap by limiting your hours worked.

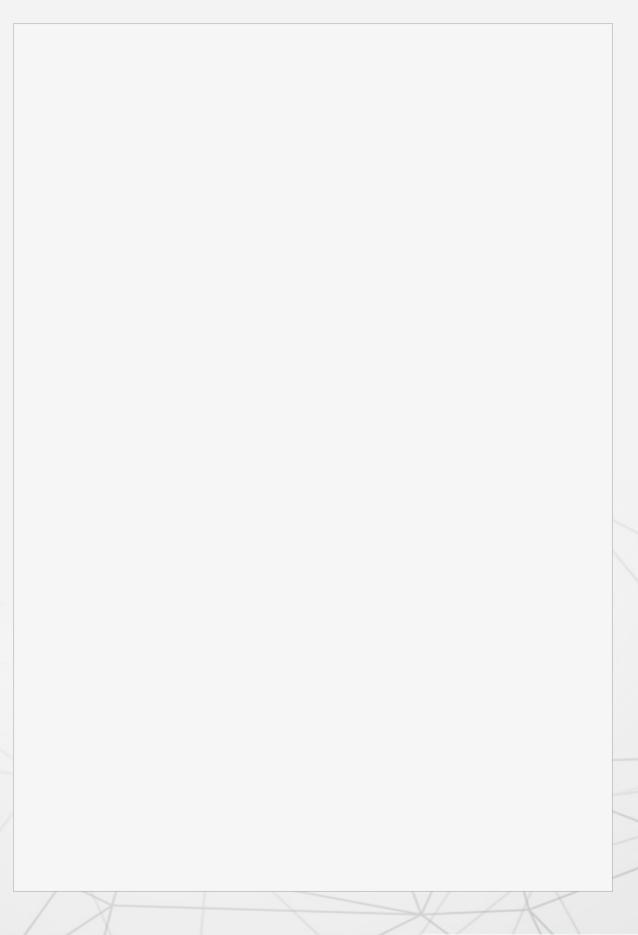
Glossary

Leverage: Anything That Boosts Productivity by Increasing Output Value Relative To Input Cost.

Parkinson's Law: Work Expands to Fill the Time Available for Its Completion.

Triple D's: Delegated, Deleted, Deferred.

Notes



- 1. TED, Dan Gilbert, The Surprising Science of Happiness
- Deep Work (Rules for Focused Success in a Distracted World), by Cal Newport
- Exponential Organizations: Why new organizations are ten times better, faster, and cheaper than yours (and what to do about it), by Salim Ismail
- 4. The Breakout Principle: How to Activate the Natural Trigger That Maximizes Creativity, Athletic Performance, Productivity and Personal Well-Being, by Herbert Benson
- 5. Sources of Leverage, Some common ways to increase output value relative to your input cost:
- 6. Prioritization & Elimination ID and double down on the highest yield activities.
- 7. Rule Based Decision Making Decide once, apply endlessly.
- 8. Learning The right knowledge enables you to do more with less.
- 9. Skill Development Becoming better allows you to get more output.
- 10. Flow Enables you to work less hours, producing greater output.
- 11. People Ask who?" not "how?"
- 12. Systems Build once, use forever.
- 13. Technology Code once, use repeatedly.