

Creative Journaling with Microsoft Reactor!

Agenda

Feel free to ask any questions in the Q&A box!

Start time 1:00 EST	
Intro	3
What makes Journaling Rad?	10
Starting a Journal	30
Setting Intention	5
Break	5
Intentions	5
Reflection	10
Goal Setting	10
Migrating to a new journal	10
Conclusions	5

Brittney Braxton

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► Twitter

► @mintiiB

► Instagram

► @teaNotes.dev

► Slides and

[brittneybraxton.com/
creative_journaling](http://brittneybraxton.com/creative_journaling)

Materials Needed Today

A Journal,
Notebook, or about
15 sheets of paper

A sample of your
typical work
schedule

- ▶ Ruler
- ▶ Colored Markers or
Pens
- ▶ Pencil



Bonus!

- ▶ Stickers
- ▶ Washi Tape
- ▶ Stencils
- ▶ Paint
- ▶ Whatever sparks joy!

Our objective today is to start a new journal.

These are the steps to get you going on developing your on practices and systems.

For your consideration

🧠 Let's keep an open mind and feel free to ask questions!

🤷 I don't expect you to follow everything, because even I don't.

🕊 Have grace and patience with yourself in this difficult year.

What Makes
Journaling Rad?

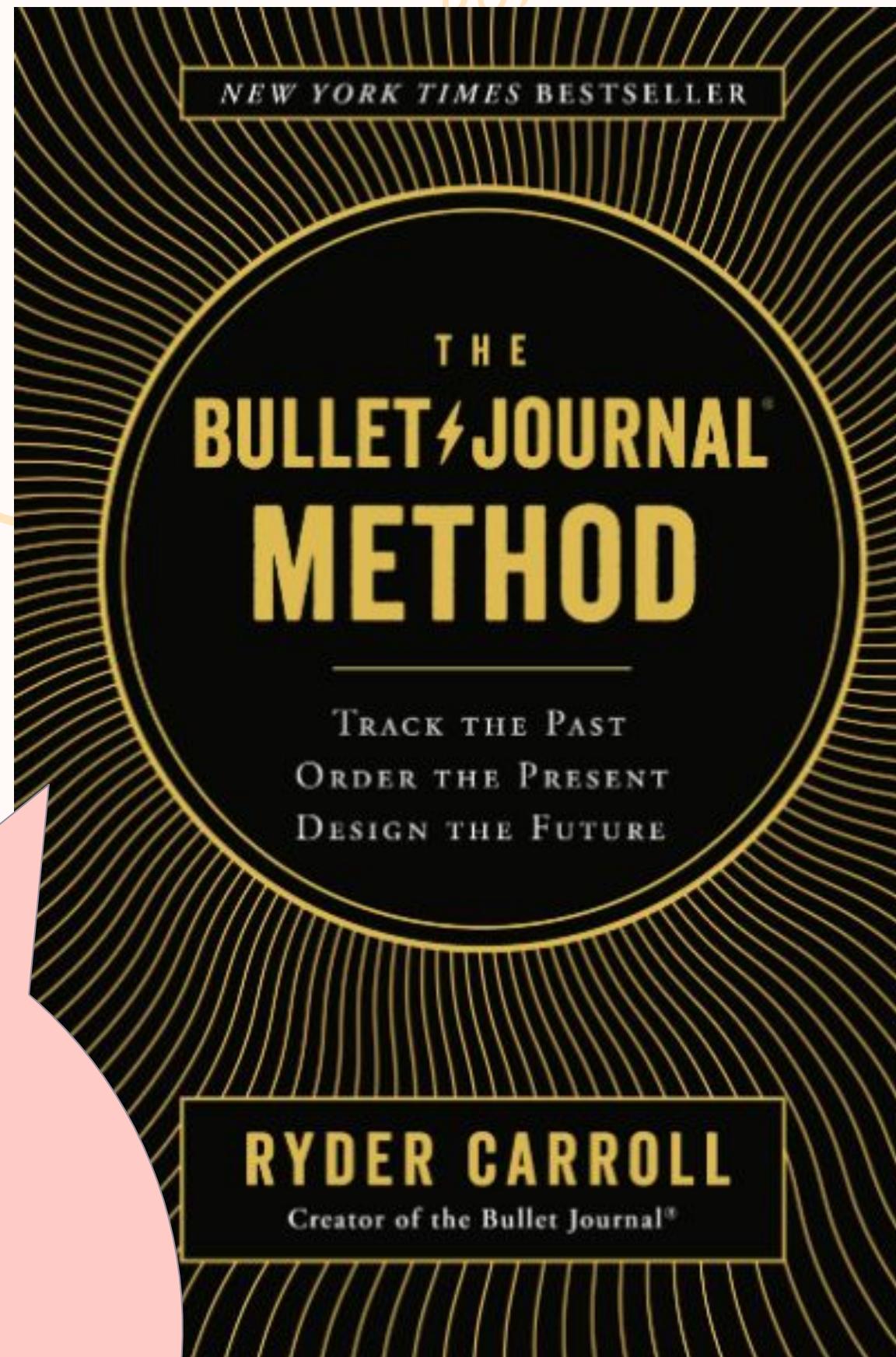
An important habit for keeping track of:

What you're learning

What you need to learn

How well you're doing at your craft.

“The only thing that matters in Bujo is the content, not the presentation. If you can elevate both, then my hat’s off to you.”



- ▶ Inspiration to my journaling practices.
- ▶ “Bullet Journaling” is hugely popular (and very subjective).
- ▶ Check in with yourself
- ▶ “A living autobiography”
- ▶ Build a process of self-awareness



There's a connotation.
False expectations of standards

During this workshop, think about how you can turn the pages of your journal into

Systems for success

Unbiased listening ear

Safety deposit box

Laundry folding table



Journaling is not the end goal



Why is journaling important?

Decision-making
and critical thinking

Emotional
well-being and life
perspective.

Associations and
mental patterns of
what we learn

Sarah Kauss, Founder of S'well



While an MBA student, was assigned task of journaling.

Focus to identify strengths and joy.

Patience to the small steps of progress.



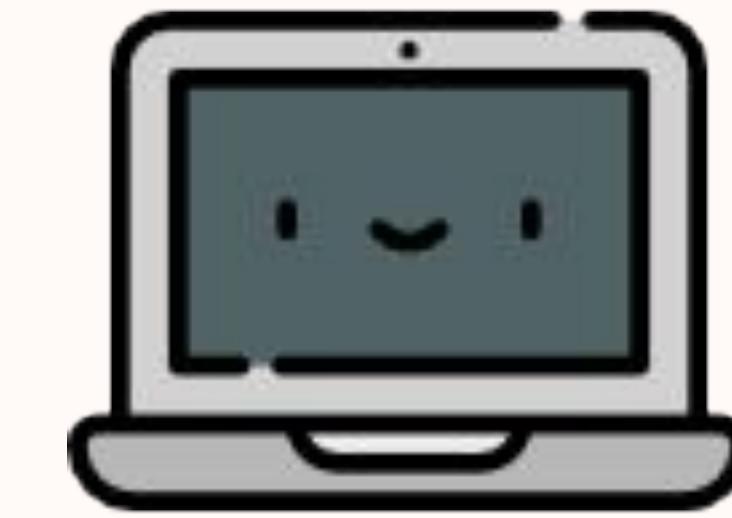
A Day in the Life: Artists' Diaries from the Archives of American Art
<https://www.aaa.si.edu/exhibitions/day-in-the-life-diaries>

<https://anacostia.si.edu/collection/moments-resilience>

#Moments of RESILIENCE

Analog vs. Digital

- ▶ Journaling by hand
 - ▶ more connection to thoughts and ideas.
 - ▶ Synthesize thoughts
- ▶ Journaling by computer
 - ▶ Stream of consciousness
 - ▶ More deleting



Improving Neuroplasticity

learning is more effective when the following are present:

-  **attention** - focused concentration on the task or concept
-  **generation** - creating your own understanding and beyond.
-  **emotion** - building curiosity for the topic.
-  **spacing** - time, frequency, rehearsal.

Any Questions?



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Starting a Journal



Let's share our notebooks!

Use #VisualizeIT on Twitter

First Page is your Table of contents

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Numbered pages
Let's do evens for now up to 16

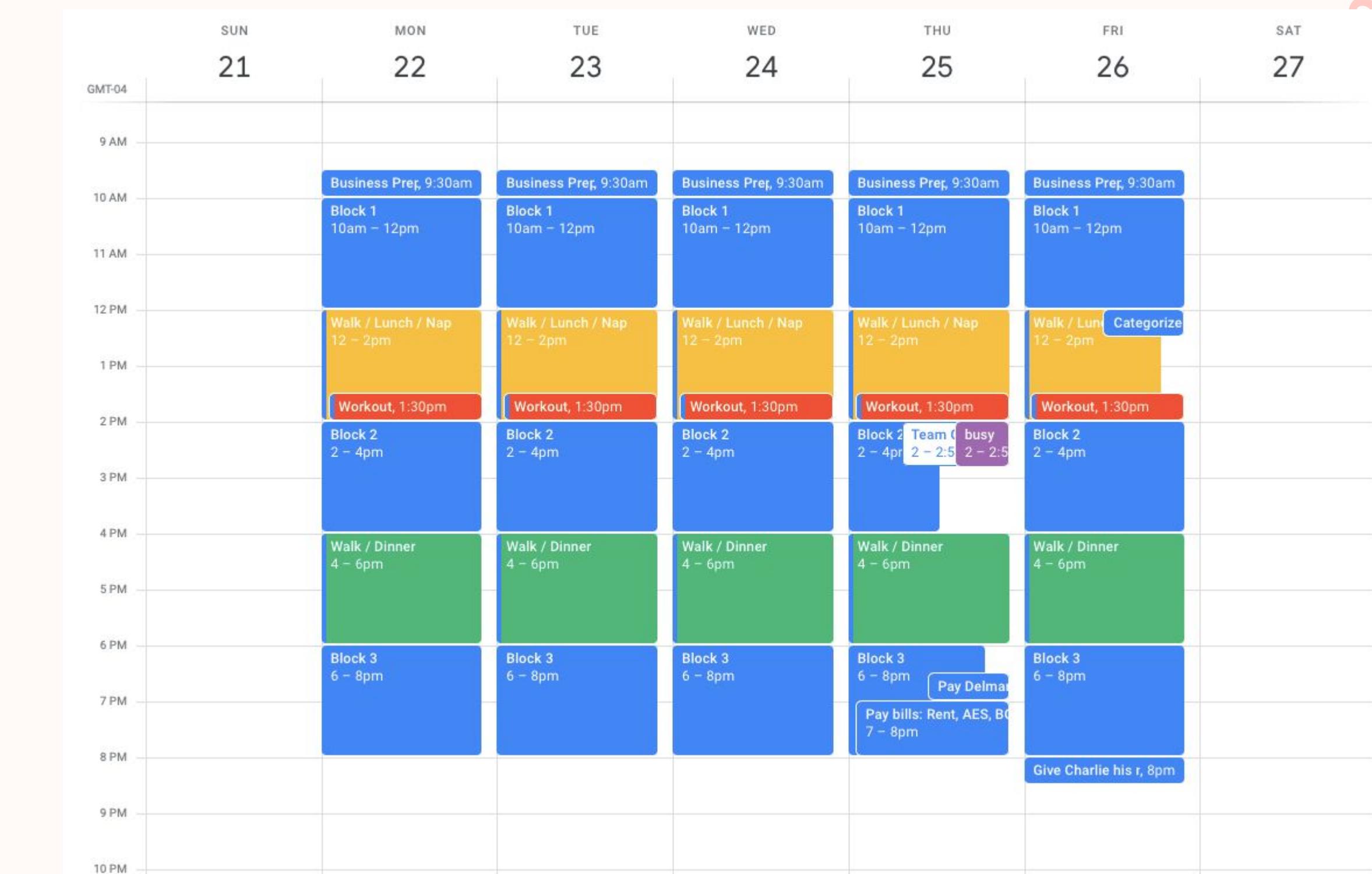
Year at glance

Exploratory pages to set up

Goal dump

Let's take a look at your typical week and role play through using a journaling system

You won't need to share this with us today. It's for an aid in practicing these next steps.



Monthly

- ▶ More structure, high level overviews.
- ▶ Big events to keep on your radar
- ▶ Don't just copy over what's on your outlook calendar, think deeper about what's necessary for to track

Month

Sunday · Monday · Tuesday · Wednesday · Thursday · Friday · Saturday

		1	2			
		3	4	5		
6	7	8	9			
10	11	12				
13	14	15	16			
17	18	19				
20	21	22	23			
24	25	26				
27	28	29	30			

184 185

July

mon tue wed thu fri

2 3 NO WORK! Independence Day
Start of team split!
16 One year at HSC!
24 000 - Travel to MI
30 000 Write/Speak/Code

4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Well around park during lunch
+ Spending hours investigating
+ User study!

Feeling frustrated...
Feeling lost...
Not much to do this week. Lots of solo/investigative work!

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

August

SUN MON TUE WED THU FRI SAT

1 2 3 4 5 Remote week
11 12 13 14 15 16 17 000 Fly to SF
18 19 20 21 22 23 24 25 26 27 28 29 30 Half-finish episode

This Month's Goal | This Month's Habits | Notes/Ideas

Page 91

For the Future:

Monthly Review

Month

1 2 3 Blog
4 Sprint close
5

6 7 8

10 Blog
11

13 Conference 2020
14

17 Blog
18 Sprint close
19

20 21 22 All Hands
23

24 Blog
25

26 27 28 29 30 31

This Month's Focus:
How to improve SE?

This Month's Habits:
Finish story

Notes/Ideas

Future

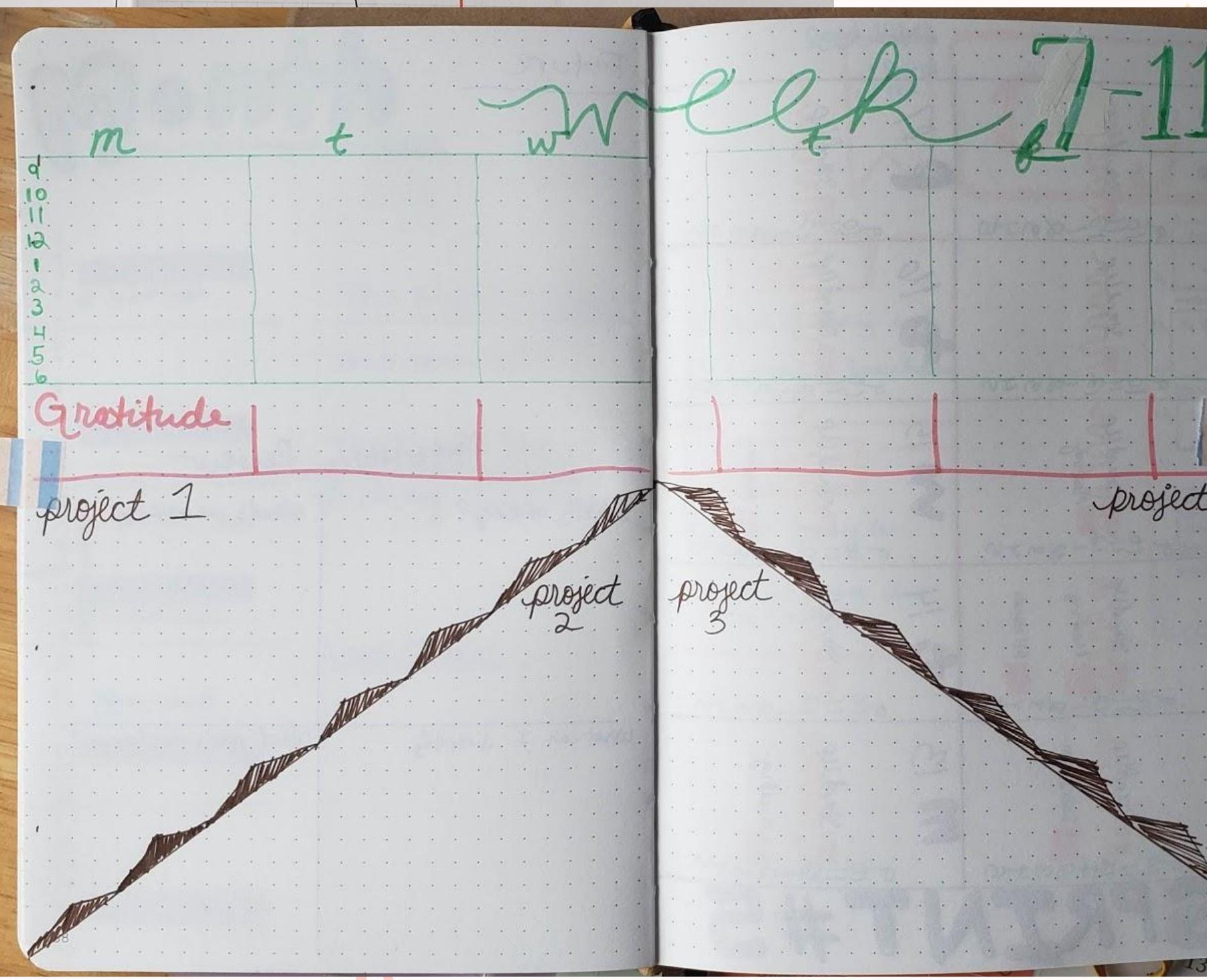
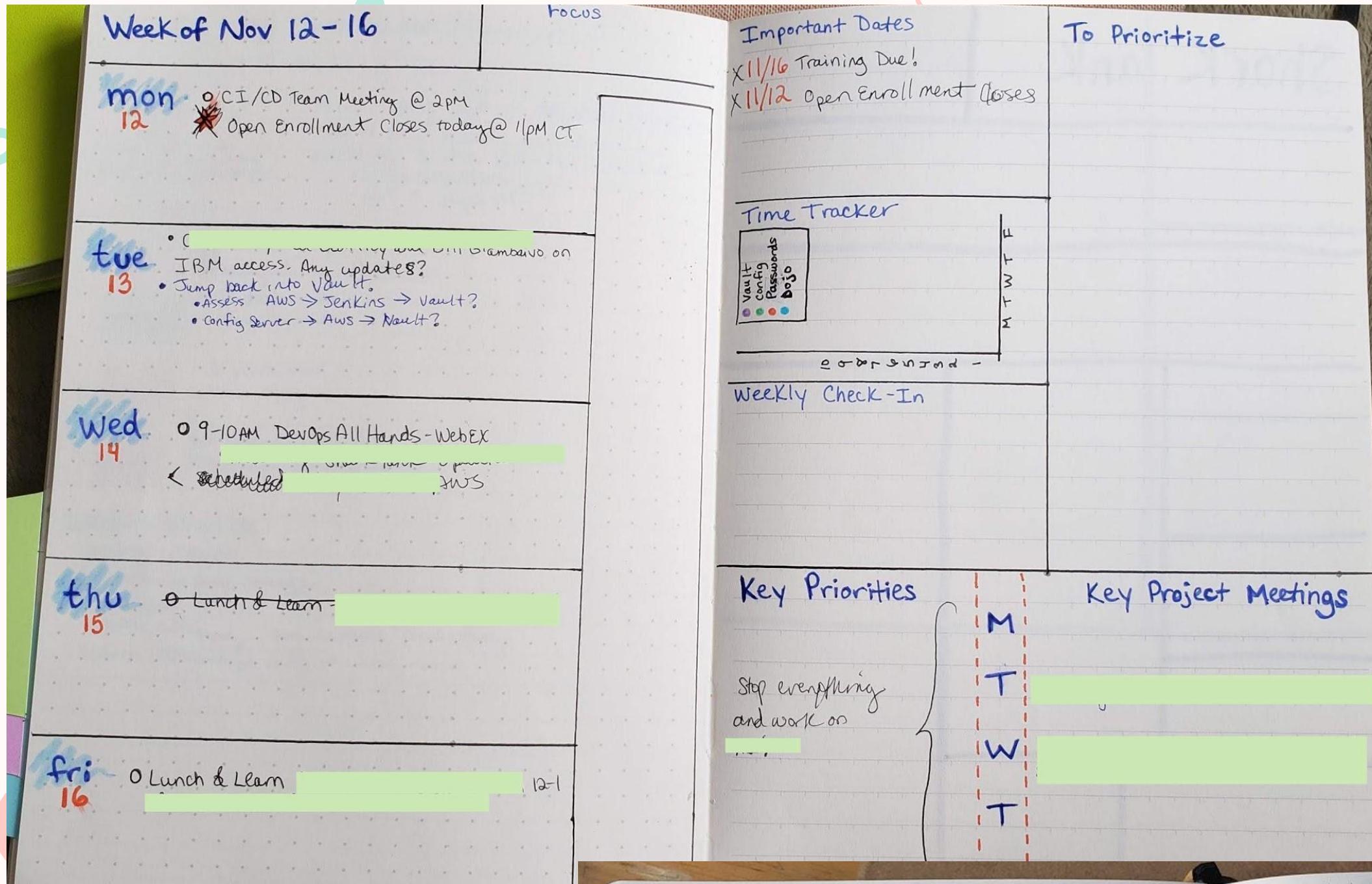
Monthly Review

What's working?
What's not working?

What can I simplify
What needs to change?

Weekly

- ▶ Draw a weekly spread
- ▶ Put in your meetings, lunch time, break time, personal time
- ▶ Heads up for next week



Daily

- ▶ Less structure
- ▶ Highlight the todos and future tasks
- ▶ Notes as I do my tasks dev notes, troubleshooting, Points of interest

June 2

Agenda

10 [10:00 - 11:30]

11

Battle Sloths
Stand up

Lunch

12

MFA Team
Meeting

2 [2-3pm]

3 Water cooler

4 [3:30 - 5:00]

5

Get haddler to work

Post diff. w/o reviewers

June 3

Agenda

10

11

30

12

Stand up

Lunch

Good Vibes

• Paired
w/ Ted

Day

Today

☐ Work on testing task

☐ Brainstorm Presentation

Future

♥ Find training for
Python 3

♥ Speak w/ product about
bug T123456

8 Dev Time

9 meditate

10 To Do's

11 Stand Up

12 Lunch

2 Team Mtg

Presentation

3 Brain storm

WALK

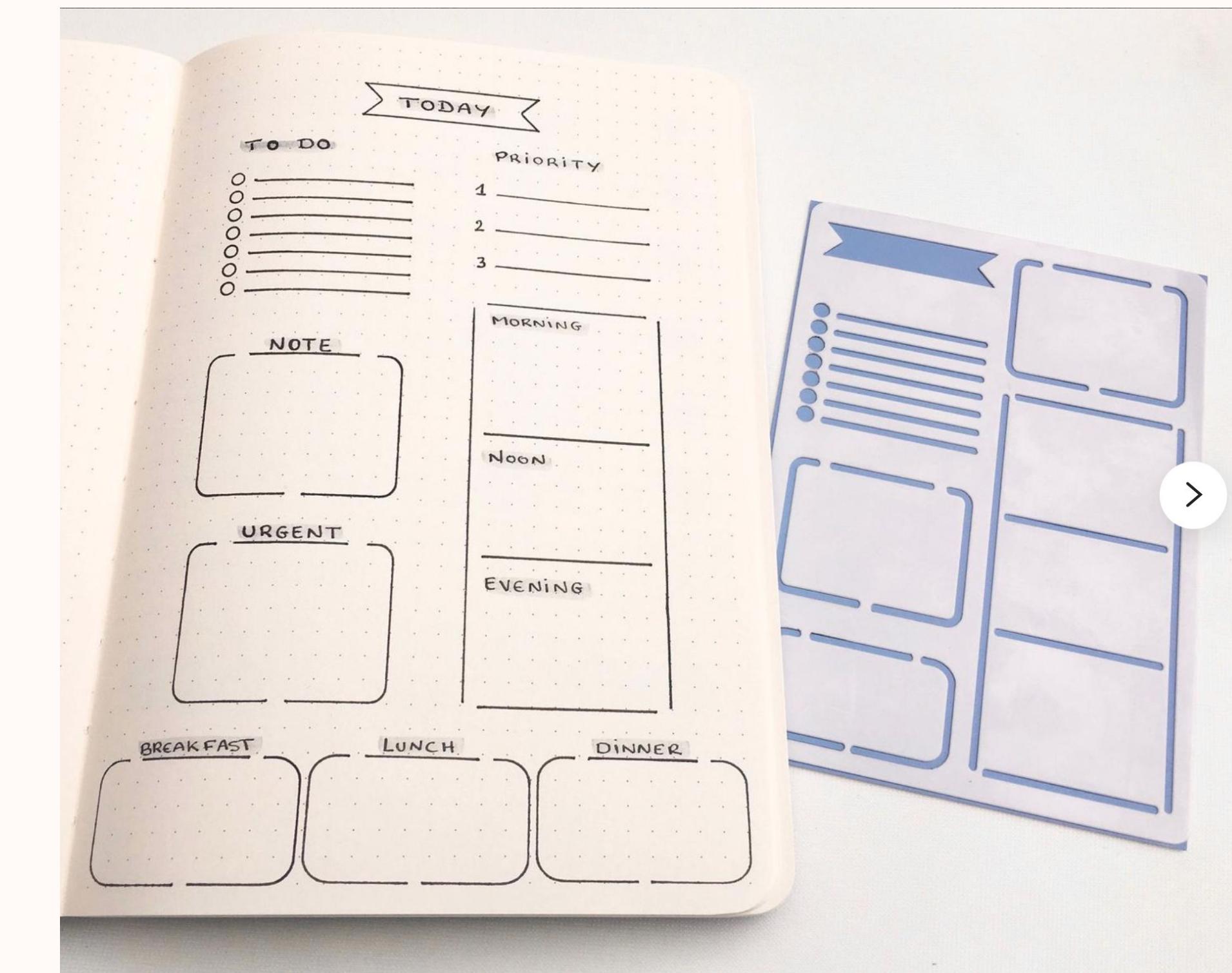
4

5 Happy Hour

Things that can help these build these spreads faster

- Print the calendar for your monthly spreads
- Find a hybrid planner/journal like Passion Planner.
- Skipping what's not important.

- Stencils



Any Questions?



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Setting Intentional Time with Your Journal

Forming a Habit

- ▶ How will you use this???
- ▶ **Chained habits** (After I do X but before I do Y, I will journal)
- ▶ **Routinery** (Android and iOS app for setting up routines and reminders)
- ▶ Alarm clock
- ▶ Start of work/ end of work

Activity

When are you thinking of using your journal?

Can you start something right now to help you remember?

5 minute break



https://www.youtube.com/watch?v=AhsYXocuHU8&ab_channel=SimplyTimers

Give me some examples of when you'll use
your journal?

You can speak or share in chat.

Let's Get Reflective



Weekly Retro

Questions:

- ▶ How did I do this past week?
- ▶ How was my ability to focus?
- ▶ Has anything stopped me from reaching my goals?
- ▶ How can I improve for next week?
- ▶ What can I celebrate?
- ▶ Next Actions?

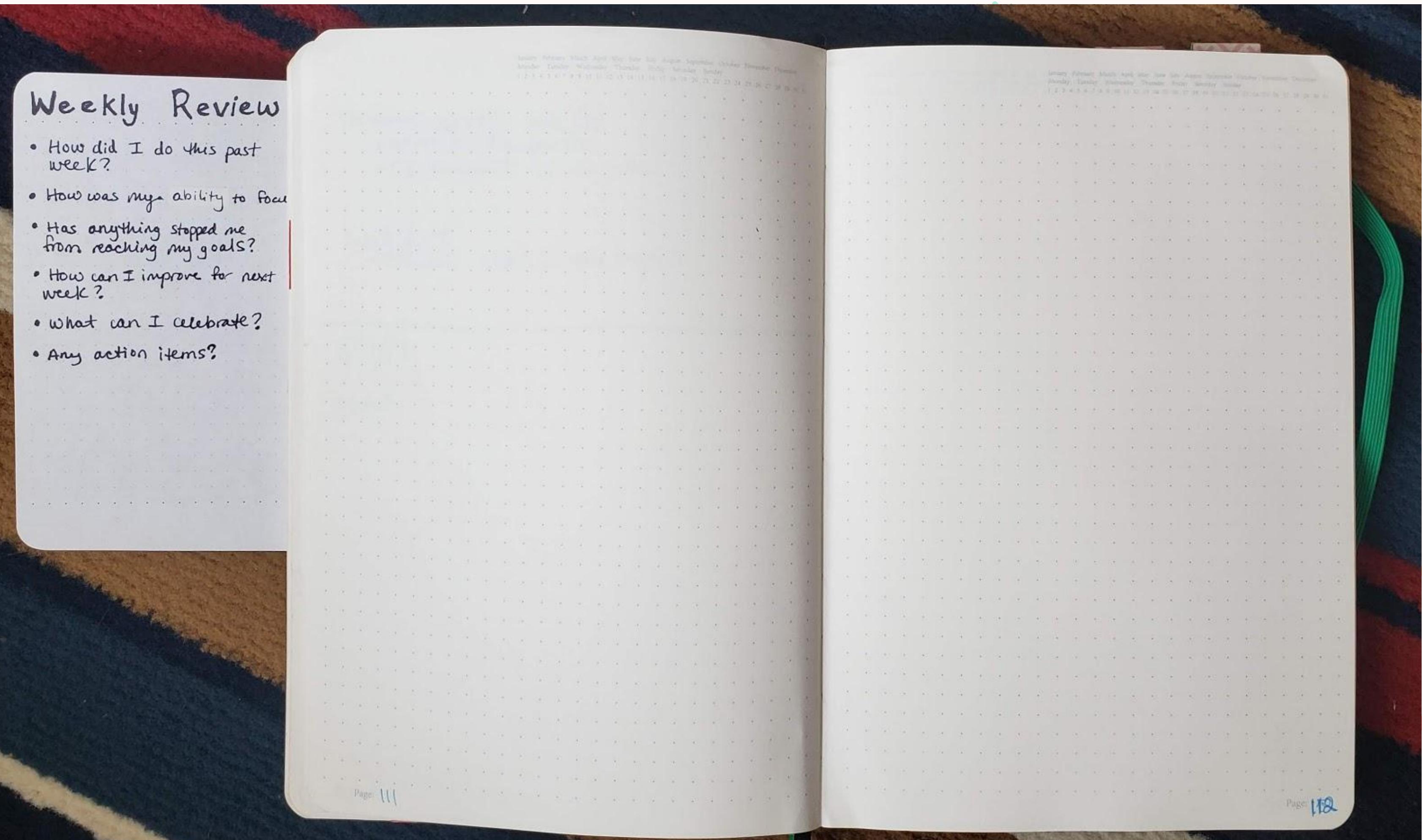
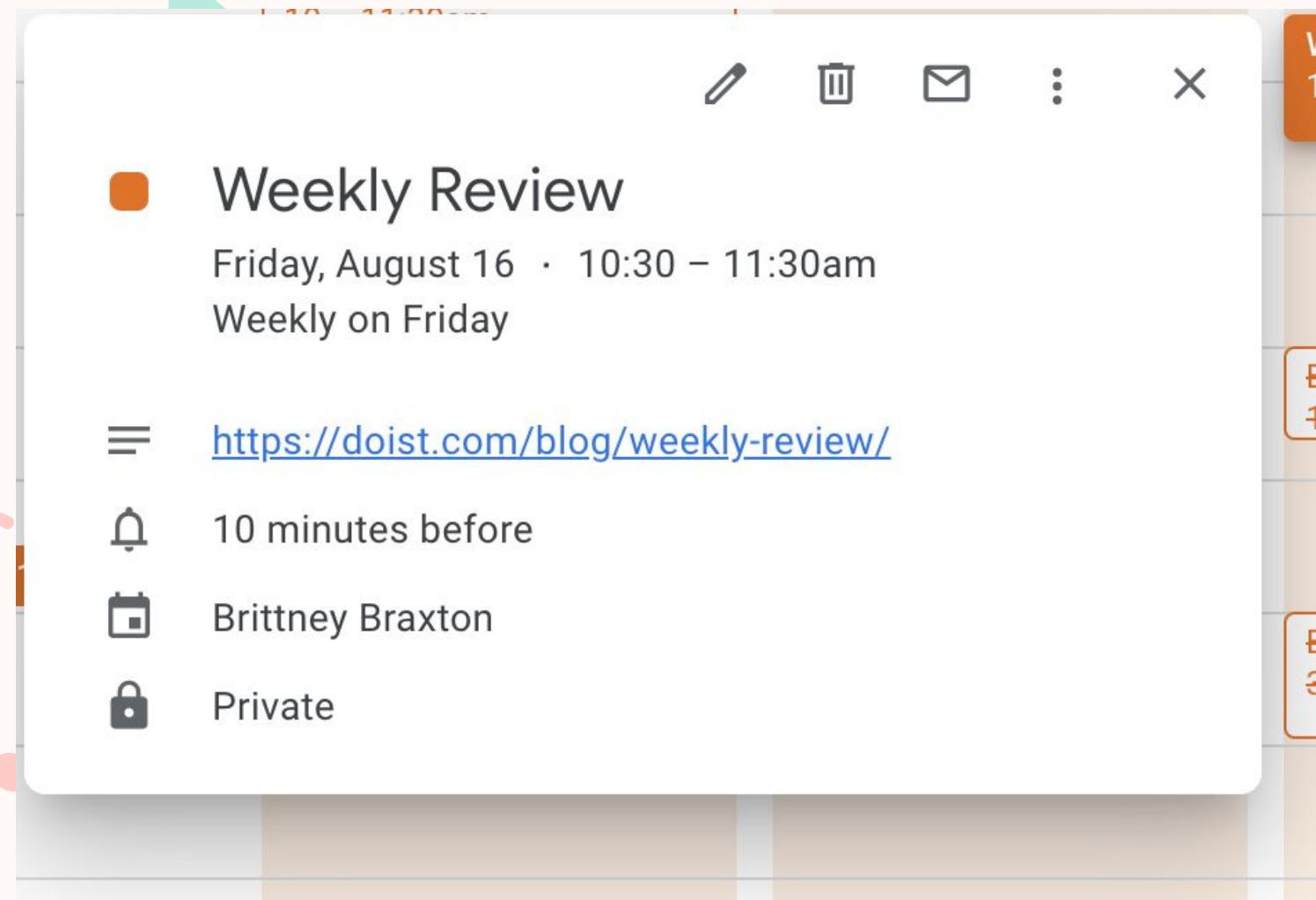
Old Checklist:

- ▶ Review 90-day goals
- ▶ Monthly reflection
- ▶ Draw new month's spread.
- ▶ Answer Questions:
 - ▶ What's working?
 - ▶ What can I celebrate?
 - ▶ What can I simplify?
 - ▶ What needs to change next month?

Current Checklist:

- ▶ Team Spaces reflection.
- ▶ Which has a set of questions already and I generally think they are good.
- ▶ Flip through the past week of dailies and check on what I wrote in my Future section.
- ▶ Build a list of what still needs to be addressed. Plan time throughout the future on when I'll be following up on them.
- ▶ Make my sprint calendar.
- ▶ What should be captured into my digital note taking with OneNote?

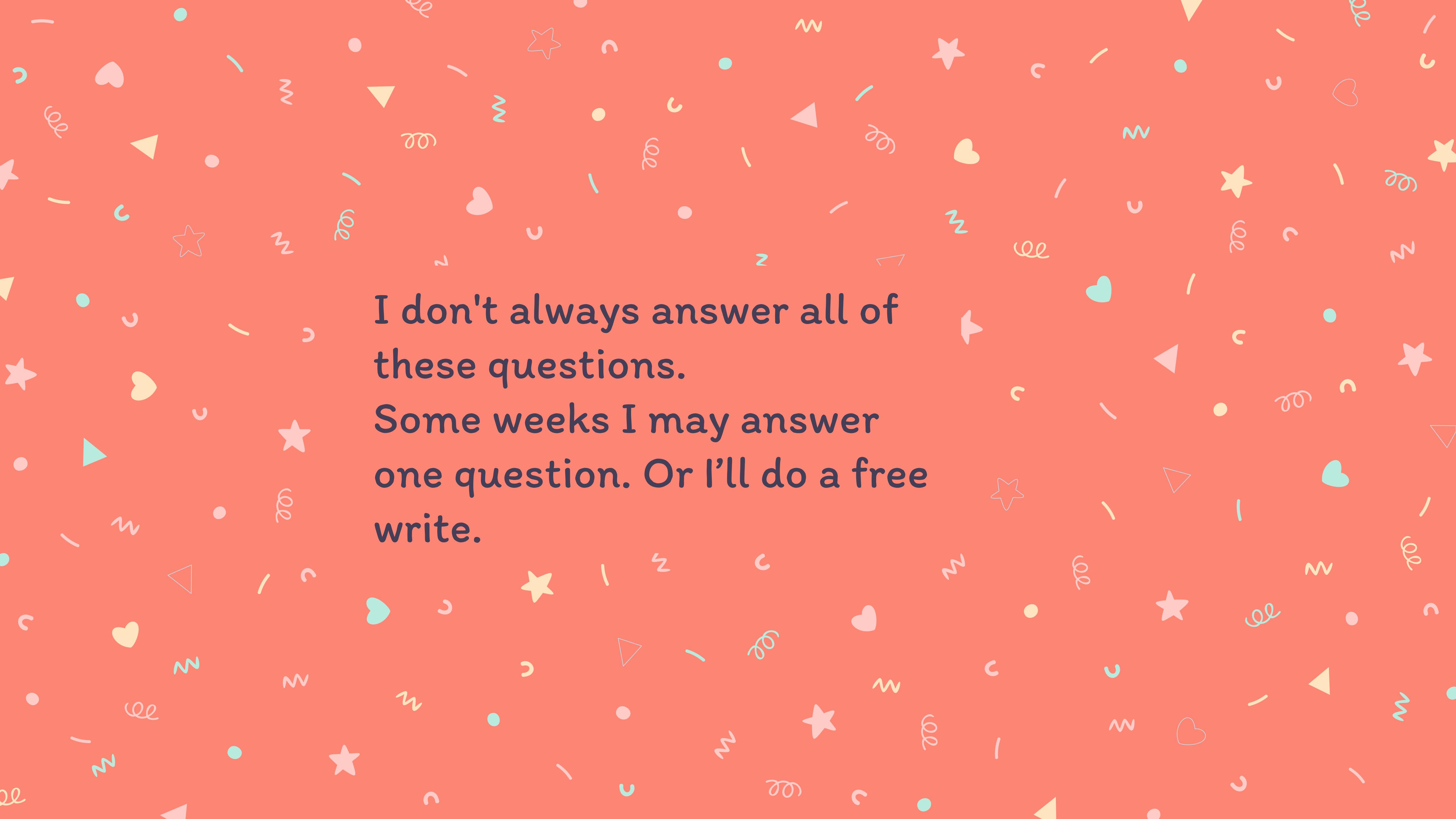
Example of my weekly retro





Write down within your weekly or
monthly layout when you will have a
retro with yourself.

List 2 things you want to reflect on.



I don't always answer all of
these questions.
Some weeks I may answer
one question. Or I'll do a free
write.

What you may note during personal retro

Thoughts about your team

Thoughts on professional progress and achievements.

Thoughts on what is/isn't working in journaling.

Goal Setting

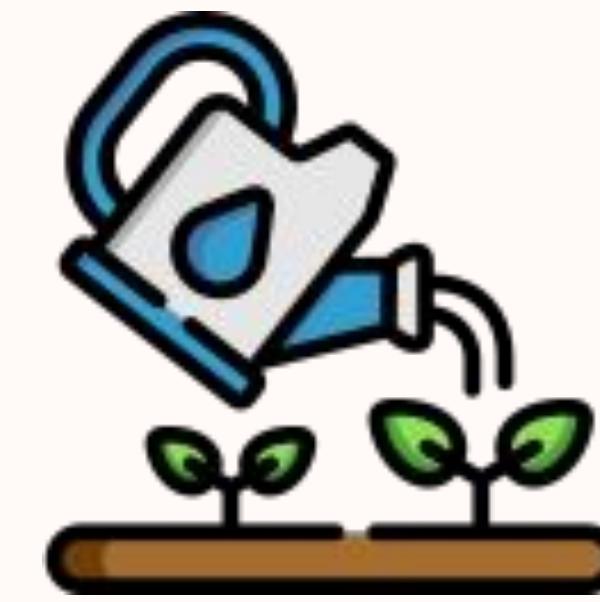
Find inspiration and guidance for your goals

- Non-fiction or self-help books.
- Mentorship or sponsorship

Research shows having goals **listed somewhere** that you can review often leads to better chances of **achieving that goal**. Your journal is that place.

Getting started with Goal Setting:

- ▶ A day of Goal Reflection
- ▶ Identify Areas of Growth
- ▶ Free write goals, then prioritize and set them.



Create 90 Day Goals

- A short enough of a long time.
- Keep pace with team/company.

Let's be honest even aim for shorter goals more right now. 😱

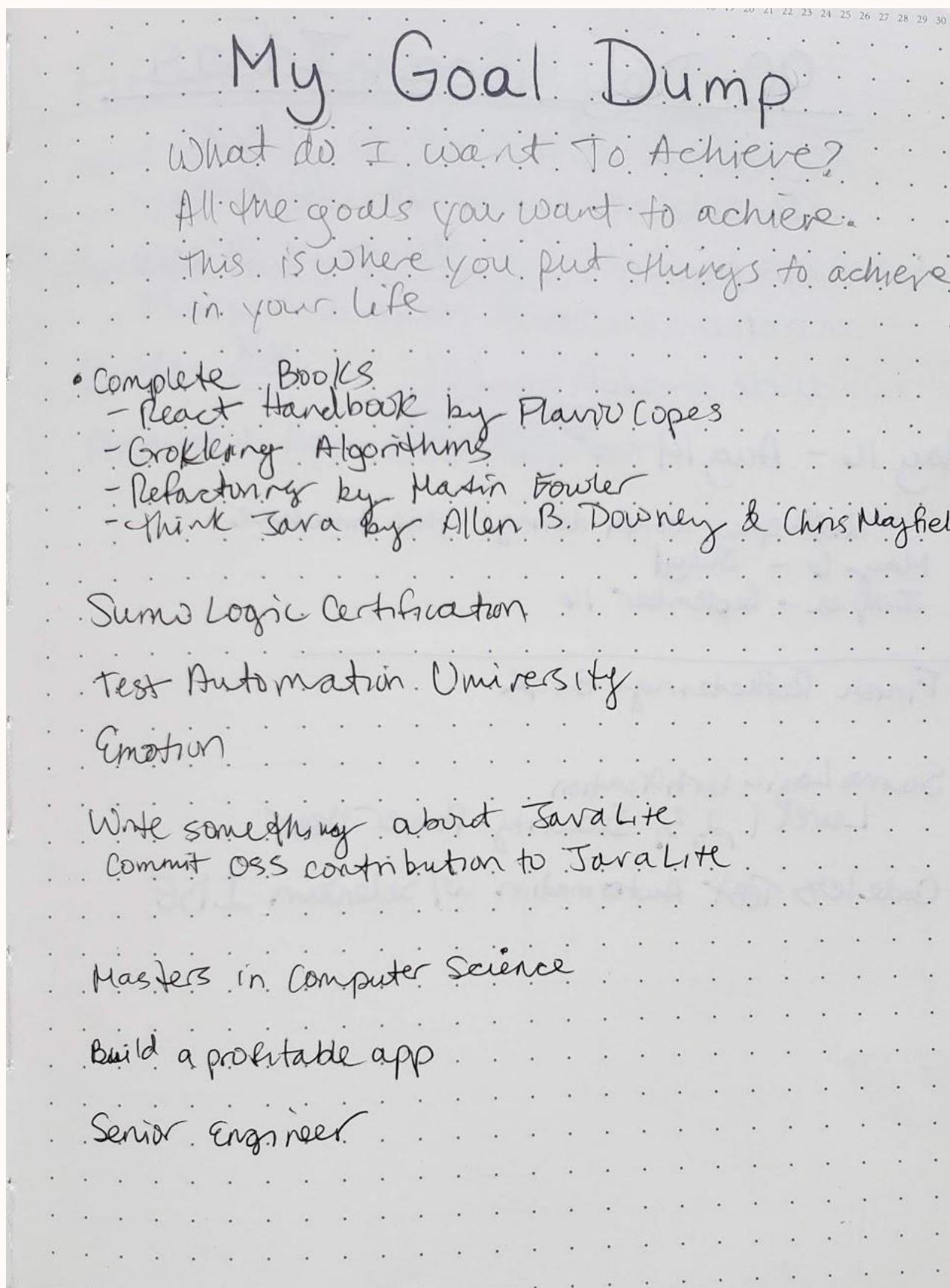


- ▶ Free write goals for 2 minutes.
- ▶ Pick one goal, and break down the goal into 5 "next steps" to get to that goal.
- ▶ What can be scheduled into your next month?

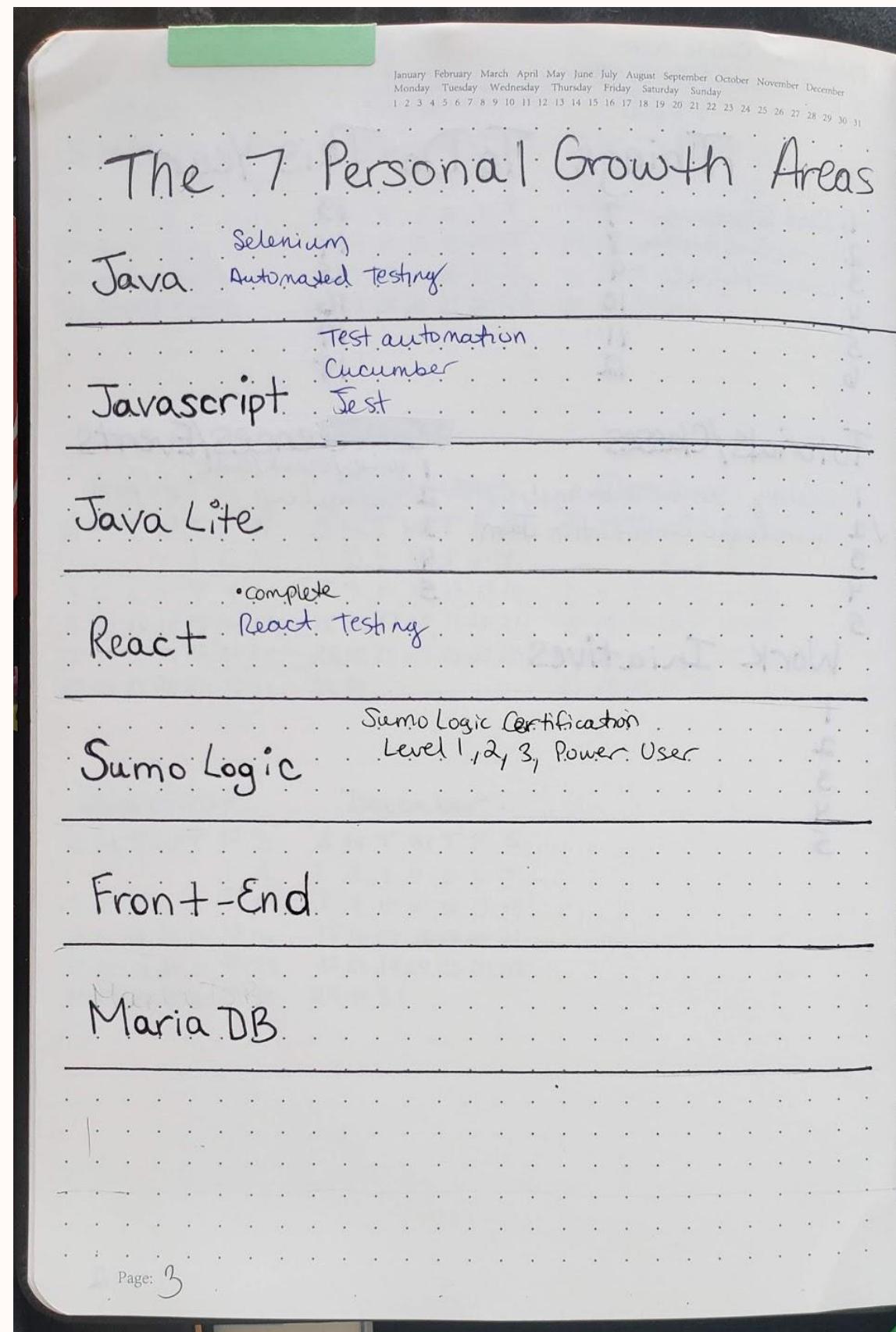
https://www.youtube.com/watch?v=AhsYXocuHU8&ab_channel=SimplyTimers

Examples of how to organize your goals

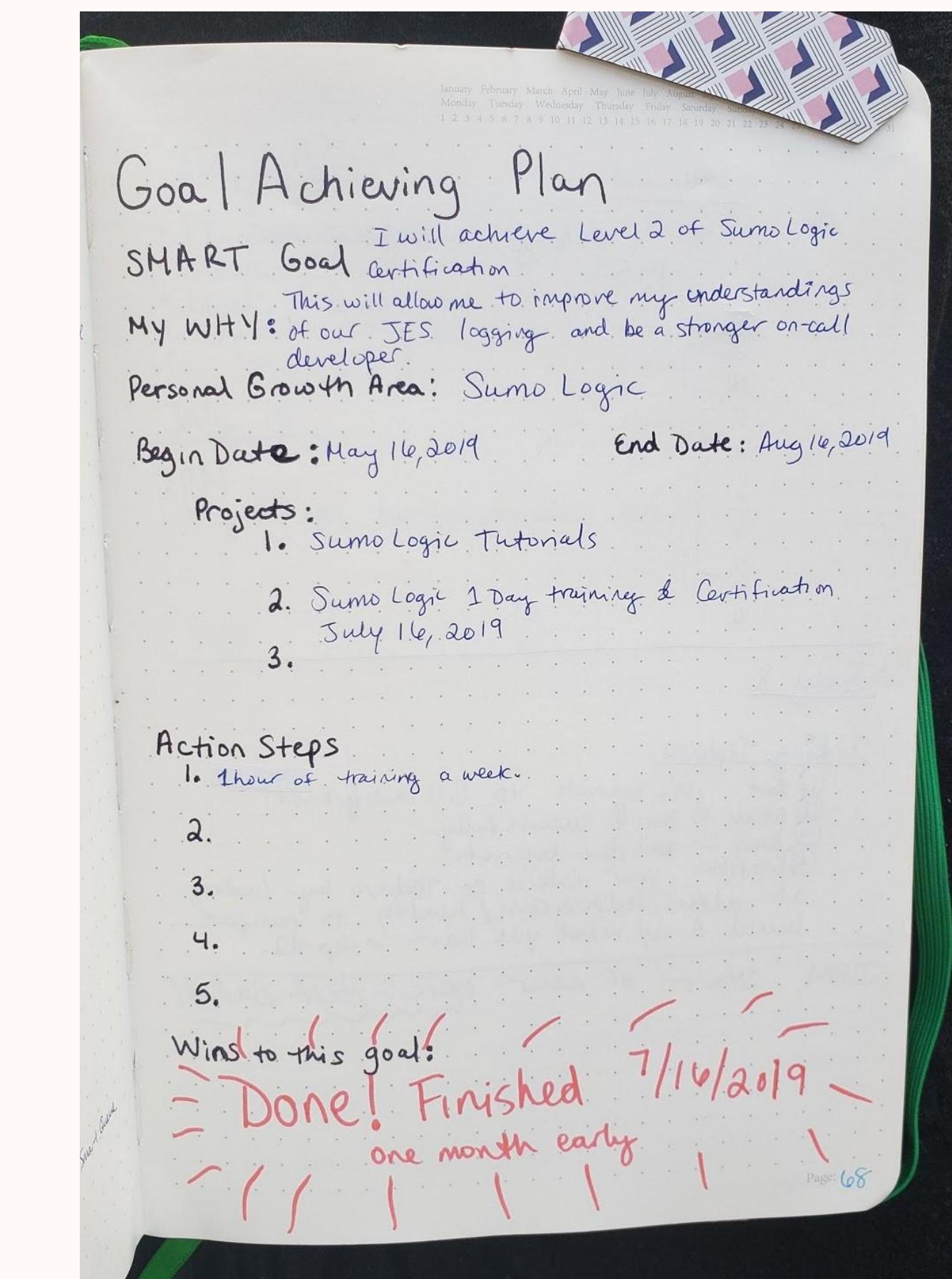
Goal Dump



Growth Areas



Goal Achieving Plan



Any Questions?



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New Journals and Migrations

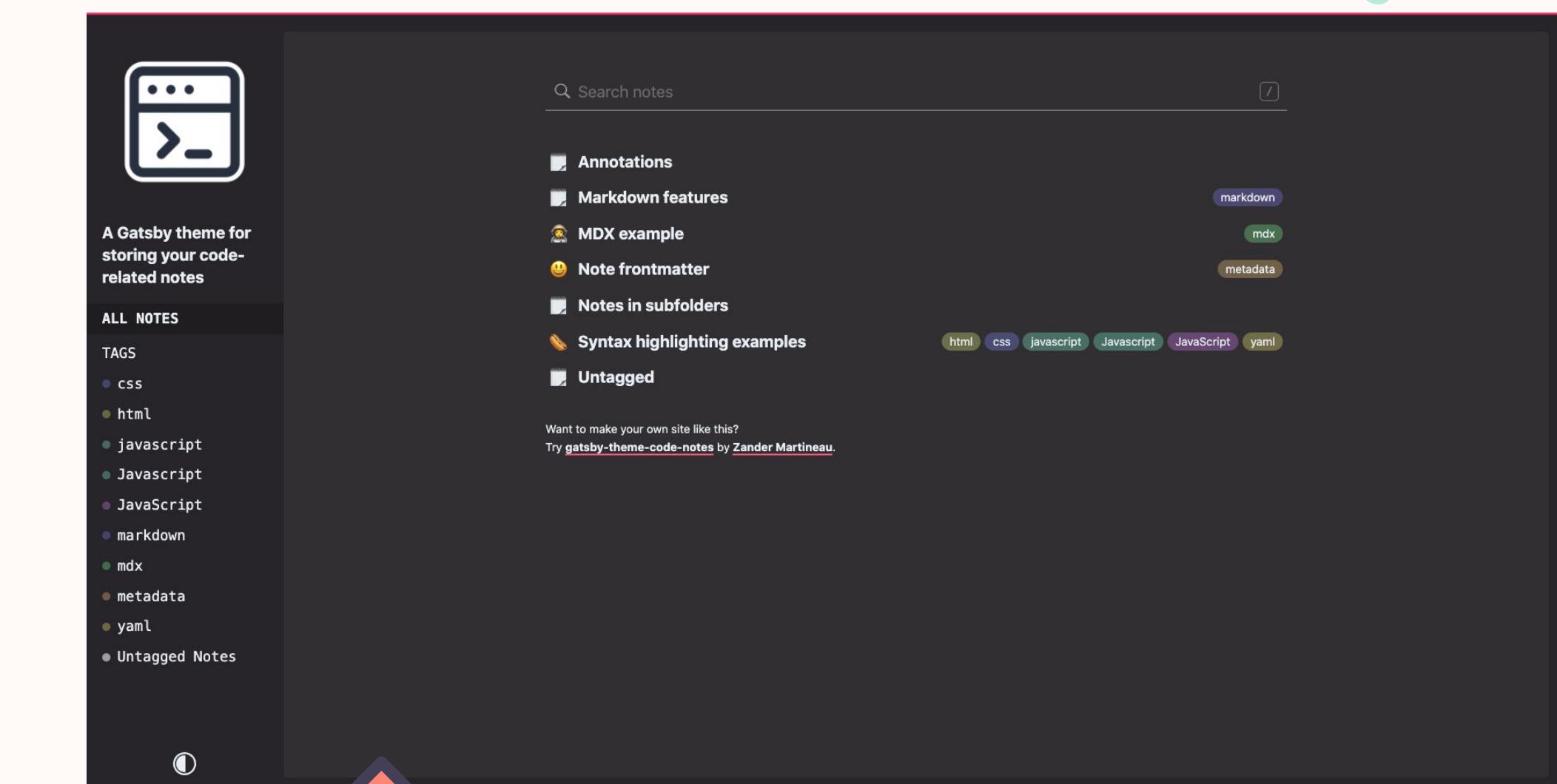
Next Journal and migrations

Moving notes to a digital note app.

Digital garden.

Public personal notes.

<https://github.com/mrmar-tineau/gatsby-theme-code-notes>

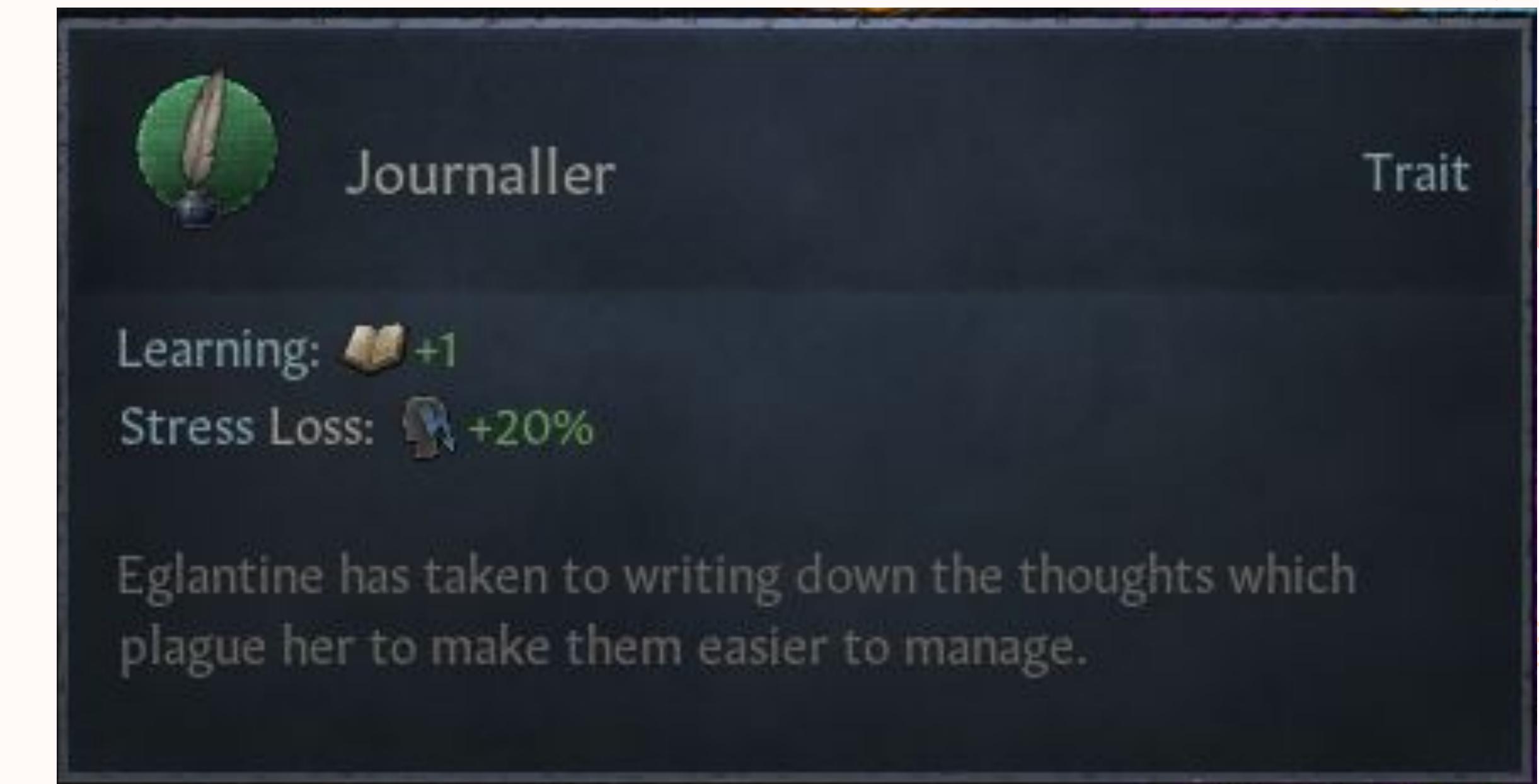


Consider your Day of Goals Reflection also
the day you set up a new journal

- Opportunity to review everything
- Consider the structure and layout of your new journal.
- A new fresh start

Conclusions

Today you just started a BAMF journal to help you rock on with your goals and aspirations.



Screenshot from Crusader Kings III

Some cool places of inspiration[~]

- ▶ *The Bullet Journal Method: Track the Past, Order the Present, Design the Future* by Ryder Carroll
- ▶ Little Coffee Fox
 - ▶ littlecoffeefox.com
- ▶ Tiny Ray of Sunshine
 - ▶ tinyrayofsunshine.com
- ▶ YouTube
 - ▶ [amandarachlee](https://www.youtube.com/user/amandarachlee)
 - ▶ [bulletjournal](https://www.youtube.com/user/bulletjournal)

Look not for the aesthetic, but for the creativity in finding a way to illustrate and track a particular aspect of their lives.

- ▶ Instagram
 - ▶ [#creativeJournal](#)
 - ▶ [#bulletJournalLove](#)
 - ▶ [#weeklySpread](#)
 - ▶ [#planWithMe](#)

Check out these digital journal tools

- ▶ OneNote
- ▶ Trello
 - ▶ <https://blog.trello.com/how-to-bullet-journal-in-trello>
- ▶ Asana
- ▶ Todoist ❤
- ▶ Boostnote
- ▶ Notability ❤
- ▶ Goodnotes
- ▶ Paper (iPad OS)
- ▶ Zinnia (iPad OS) ❤
- ▶

List of tools and supplies I used today



Pilot Dr. Grip 4+1 4 Color 0.5 mm Ballpoint Multi Pen



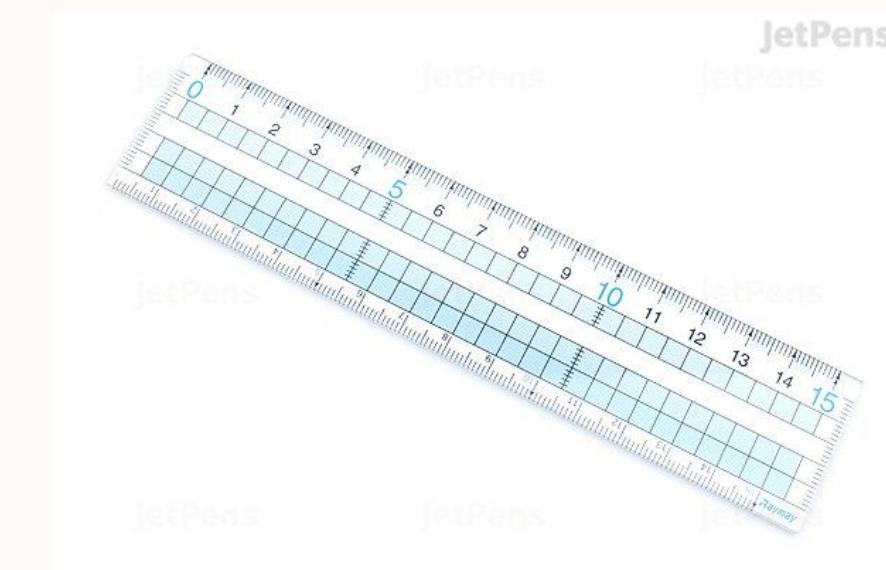
Pentel Arts Sparkle Pop Metallic Gel Ink Pen



Tombow TwinTone Double-Sided Marker



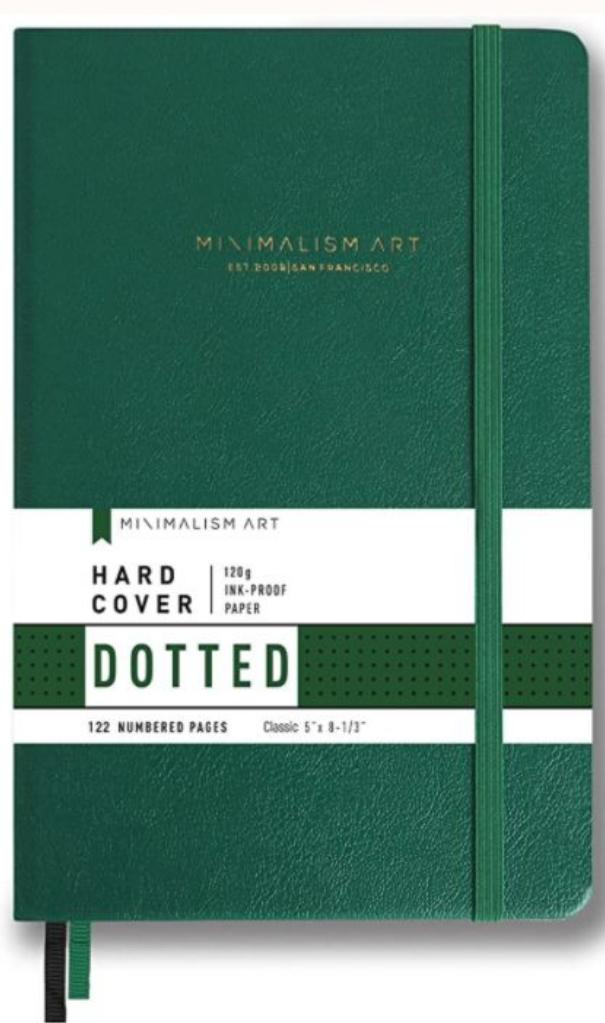
Sakura Pigma Micron Pen - Black - 6 Pen Set



Raymay Easy to See Grid Ruler - 15 cm



Bic Wite Out Correction Tape



Minimalism Art, Premium Hard Cover Notebook Journal, Dotted Grid Page

Thank you!

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Journaling helps your leadership skills

- Reflection
- gain unique perspective
- Foresight, empathy, anticipation

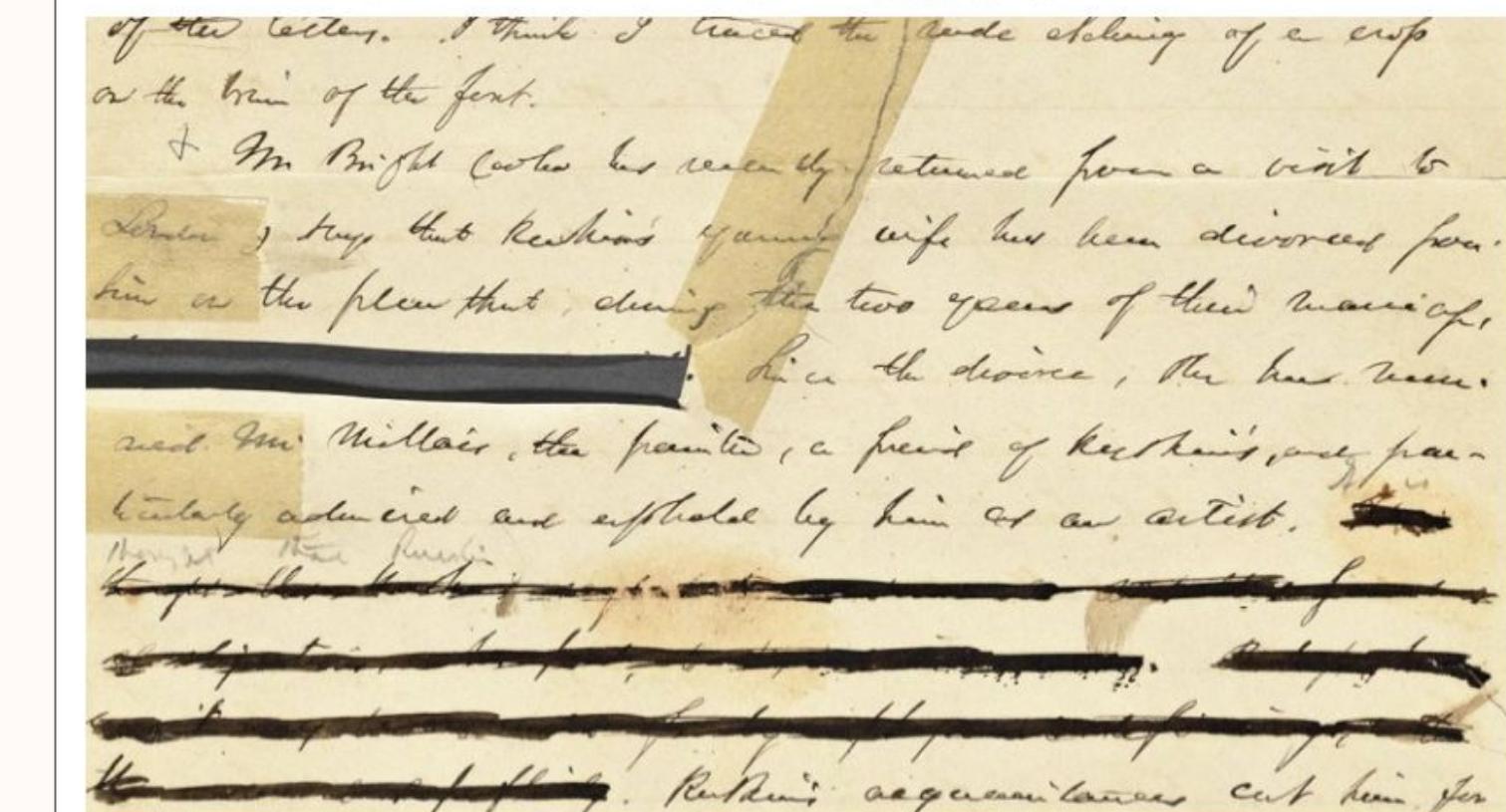
LEADERSHIP

Want to Be an Outstanding Leader? Keep a Journal.

by Nancy J. Adler

JANUARY 13, 2016

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FROM THE NEW YORK PUBLIC LIBRARY

Research has documented that outstanding leaders take time to reflect. Their success depends on the ability to access their unique perspective and bring it to their decisions and sense-making every day.

Extraordinary leadership is rooted in several capabilities: seeing before others see, understanding before others understand, and acting before others act. A leader's unique perspective is an important source of creativity and competitive advantage. But the reality is that most of us live such fast-paced, frenzied lives that we fail to leave time to actually listen to ourselves.

5 minute break



https://www.youtube.com/watch?v=AhsYXocuHU8&ab_channel=SimplyTimers