

Doing the right things is more important than doing things right.
Always ask WHY before doing some.

Focus on the hight value/impact things 80/20 rule
Failing to plan - planning to fail. Have a plan for day/week/quarter
Prioritizes standing during phone calls = will be much faster. Don't get
comfortable.

Find your creative time and defend it with your life.

Find your dead time and do stuff where you don't need to be at your best.
A task must have a deadline.

Interruption - recovery
kill your Television.

If you want something done, don't send it to 5 people. Send it to one person.

مهم وعاجل

مهم وغير عاجل

غير مهم وعاجل

غير مهم وغير عاجل

بترثق لاقىشن ش حقخة هستو لاعف قىـ-بىتلخفشت فائة هب بئى لائز
مىشقى فخ سخغ بخز إخع يخى طف بھى فھەت فخ يخ سخة ثفاھىلو غخع ئەشنت فھەت زى
غخع ئەشنت فھەت لاغ ئەمۇۋەھەل سخف فخ يخ سخة ثفاھىل ئەمسىز