

# A Pomodoro Primer

by: Matt Yeh

github: [mtyeh411/pomodoro\\_primer\\_presentation](https://github.com/mtyeh411/pomodoro_primer_presentation)

What if someone could offer a magical fruit that  
promised to help you be more productive, more  
focused, and less prone to burnout from the  
job?





## Francesco Cirillo

- \* Creator of Pomodoro Technique
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Yes, tomatoes are fruits.

# The Pomodoro Technique

is a time management **method** used to break work **activities** down to pre-defined time **intervals** separated by short **breaks** while employing easy-to-use, unobtrusive **tools** to accomplish its goals.

Why am I talking  
about this?

# The Method

What	When	Why
Planning	at the start of the day	to decide on the day's activities
Tracking	throughout the day	to gather raw data on the effort expended and other metrics of interest
Recording	at the end of the day	to compile an archive of daily observations
Processing	at the end of the day	to transform raw data into information
Visualizing	at the end of the day	to present the information in a format that facilitates understanding and clarifies paths to improvement

# The Activity

- ‘To Do Today’
  - a prioritized list of things to do today
- ‘Unplanned & Urgent’
  - a prioritized list of tasks that spring up during the course of a day that may modify the day’s plan
- ‘Activity Inventory’
  - a list of activities (which may or may not have a deadline & effort estimates) that are reviewed for future todo’s



# The “Pomodoro” Interval

- A single, atomic time interval (25 minutes)
- A measure of effort
- Represents 25 minutes of pure, uninterrupted work
  - no more, no less
  - ‘overlearning’
  - interruptions can be either internal or external
  - inform => negotiate => call back

# The Break

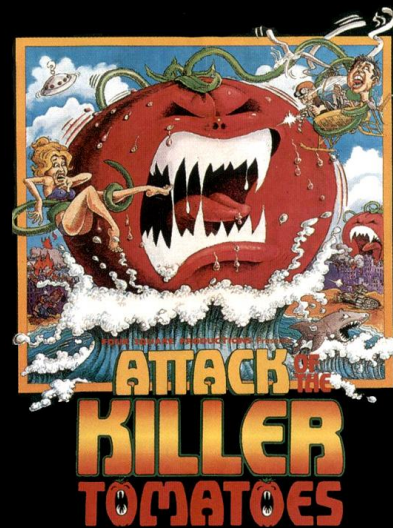
- Disconnect from work completely
- Use it to do something good for your health
- Prepare yourself to be alert for the next Pomodoro
- Take longer breaks after 4 Pomodori

# The Tools

ensure this



not this



# Pomodoro.app

- Customizable keyboard shortcuts
- Things & OmniFocus GTD integration
- iChat, Adium, Skype support
- Pomodoro event callbacks
  - Growl, Twitter
  - AppleScript

[github: ugol/pomodoro](https://github.com/ugol/pomodoro)

# SelfControl.app

- Prevent access to blacklisted websites during a given time interval
- Cannot be disabled once started

download: [selfcontrolapp.com](https://selfcontrolapp.com)

github: [slambert/selfcontrol](https://github.com/slambert/selfcontrol)

# Isolator.app

- dims/blurs all background windows not belonging to the application with current focus
- toggleable from menu bar

download: [willmore.eu/software/isolator/](https://willmore.eu/software/isolator/)

# SpiritedAway.app

- hides unused application windows after a certain amount of time (great if you need a certain Java project running, but have an expired IDE license key and the IDE keeps notifying you of this fact).

## Related Reading:

- [Multi-tasking Makes You Dumb](#)
- [Increase Willpower Mileage](#)