

User Manual: Patrick O'Donohue

Introduction

This User Manual is intended to give you some idea of how I work best. It's a living document describing some facets of my personality, created with the intent of increasing understanding and collaboration.

It's not a list of demands or commandments on how to interact with me. I'm highly adaptable and naturally collaborative - we'll do great things together.

Ideal Conditions

- » Caffeinated and well rested.
- » Music: lo-fi or chill house without intelligible lyrics (they distract me).
- » When I need to focus, I am most productive on my own in a relatively quiet space (or: with headphones). Otherwise, I keep an open door policy for my team.



Apply coffee. Brief check-in with the team, then knock out my daily tasks, then work on projects.



Afternoons are great for collaboration and meetings. This is when most of my 1:1's take place, as well as project updates and group initiatives.



Most evenings I'll do a short review of standard and high priority items, but I typically save the heavy lifting for the next morning. I'm a believer in Work/Life Alignment – there is a real return on investing in downtime. My work and leisure benefit one another.

Communication

- » Low – Standard Priority: message me on Teams.
- » High Priority or Sensitive Topics: phone or video call to ensure clarity of tone.

	M-F 8 am – 5 pm Eastern	M-F After 5 pm Eastern & Weekends
Low Priority	Teams	Text
High Priority/Sensitive	Phone/Video Call	Text for availability to talk over phone/video call.

- » I do best with well-communicated deadlines and goals. I need the pressure to make 💎💎💎.
- » I learn through visuals and by doing: exercises, experimentation, reading, graphics, demonstrations.
- » I have strong opinions, but I'm open to new facts.
- » I put a lot of heart into my work, without ego. I enjoy discussing opposing viewpoints and playing devil's advocate – it's OK to tell me "please stop debating and start collaborating."
- » I strongly prefer clear and direct language.

What I Do Not Care For

- » Ambiguity and obfuscation. I can become impatient or unfocused if the person talking to me is dancing around the point or over-explaining.
- » Complaints without action. A gripe session may be a bonding experience, but doesn't do anything to make the situation better.
- » Stubbornly holding onto tradition despite new facts (a.k.a. "that's the way we've always done it").

What Inspires Me












- » Elegant solutions – maximum effect from simplest effort.
- » Taking initiative to solve problems and improve operations.
- » Looking for opportunities to improve/openness to new ideas.
- » Leaving things better than you found them.

The Fun Stuff

Recently, I spent some time with the Core Values deck from Best Self Co., and after a combination of reflection and gut-reaction, I centered on the following three core values:

 Intelligence,  Curiosity, and  Self-Expression.

I think they do a solid job of describing my aspirations and ethos. They also describe why I want to do all the things. Some current interests:

-  Python/SQL (Data Science and Data Analytics via Codecademy and Coursera) and JavaScript/HTML/CSS (Codecademy)
-  Business Management ( The Next Big Idea,  Super Managers)
-  French (Duolingo, italki)
-  Glasswork (YouTube and messing around in my garage studio)
-  Science ( Shortwave,  Science Vs.,  This Podcast Will Kill You)
-  Travel (Montreal, Japan, and Costa Rica are on the short list)

The list could go on, and if you tell me about how much you love your hobby, chances are I'll add it to my list of things to try.

Hey, Thanks!

Thanks for taking time to read my [User Manual](#). I hope you find it helpful, and I'd love to hear what you think.