PSYCH 197: Advanced Research

R Studio 1

10/05/2021

Logistics

What's ahead

- This Thursday:
  - NSF panel
  - make sure to post your questions for panelists on the discussion board on canvas

Your feedback

Your feedback

love all the helpful things we went over. maybe a **bit more engagement with others thinking** about what they use and what their project management tips are

I really appreciated Dr. Gerstenberg being so willing to share his personal organizational process - I am a huge organization freak, and I learned a lot of new tips and tricks, so this was a really helpful session!

I liked hearing all the ways to stay organized, there were a lot of helpful tips! For next time I think the **presentation could have been a bit shorter** and then we could have moved onto something else like grant writing/applications

I enjoyed all of the helpful tips shared!

I really appreciated how detailed much of the advice (e.g. the points about Gmail) was. So many people give high-level productivity tips, but not many people give such fine-grained, tactical guidance. Definitely appreciated it. On the other hand, **one thing that I thought could be improved was the pacing**. There were a few topics that we spent a fair amount of time on though the class didn't seem to interested, which left less time for other topics that did seem to pique our interest. Therefore, judging the room to determine the pacing would be a good thing to work on.

Outline

- Folders
- Github
- Filenames
- Email
- Browser
- Calendar
- To do lists
- Notes
- Meeting notes
- **Keyboard shortcuts**
- **Window management**
- **Alfred**

Keyboard shortcuts

Keyboard shortcuts

- the goal is to use the mouse as little as possible ...
- why?
  - speed
  - ergonomics
  - satisfaction :)

Keyboard shortcuts

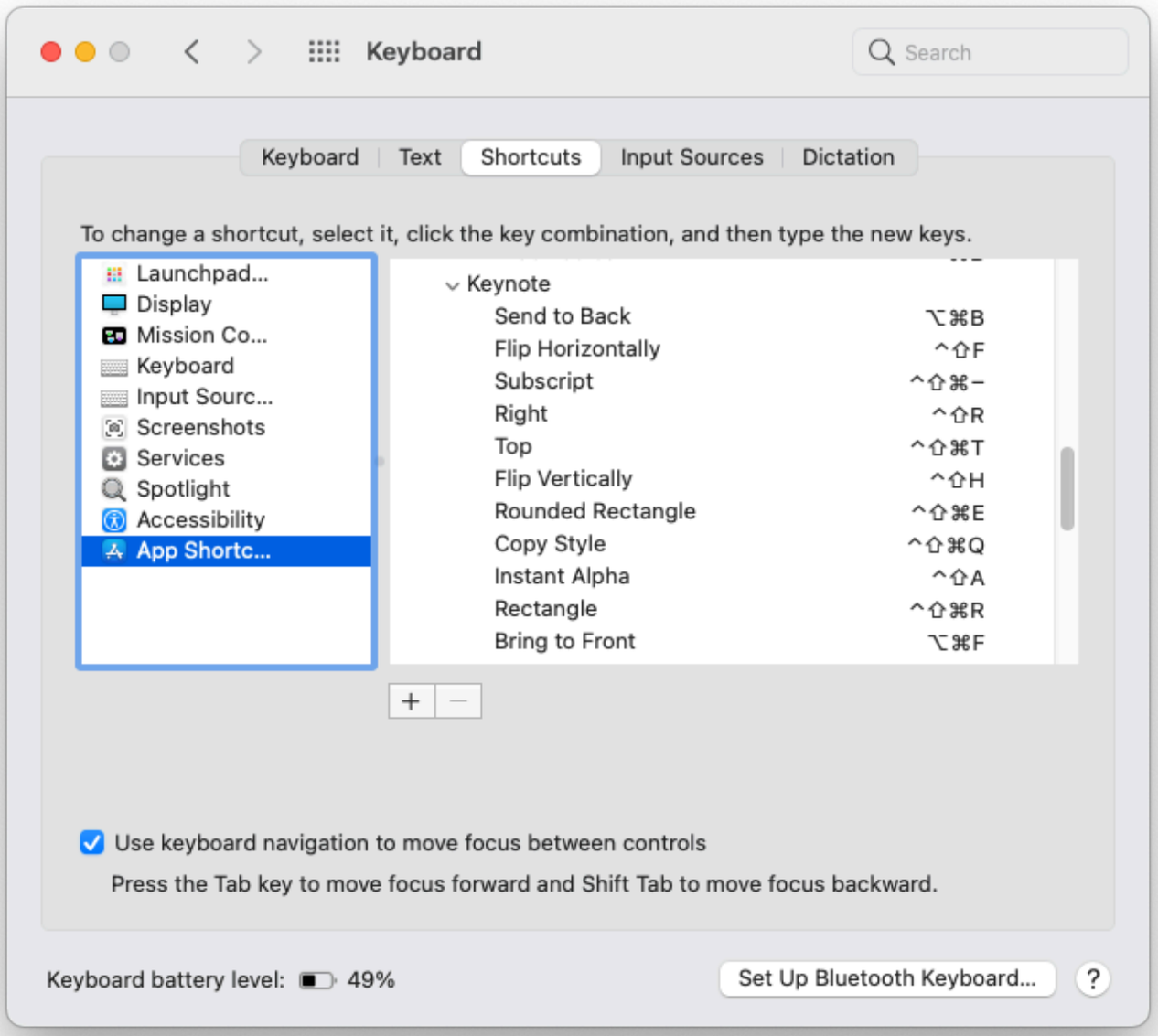
- navigating text:
  - `option + left/right` (jump one word)
  - `cmd + left/right` (beginning end of line)
  - combine with `shift` to highlight text, or with delete to delete words/lines (add `fn` to delete forward)
  - `cmd + a` (highlight all text)
- navigating apps (on a mac):
  - `cmd + tab` (switch between apps)
  - `cmd + shift + tab` (switch the other way around)
  - `cmd + ` ` (switch between windows of the same app)

Keyboard shortcuts

- `cmd + c` (copy)
- `cmd + x` (cut)
- `cmd + v` (paste)
- `cmd + shift + option + v` (paste using the current style)
- `cmd + w` (close a window)
- `cmd + q` (close an app)
- `cmd + z` (undo)
- ...

Keyboard shortcuts

- whenever you do something often and it's annoying, set a keyboard shortcut to make your life easier

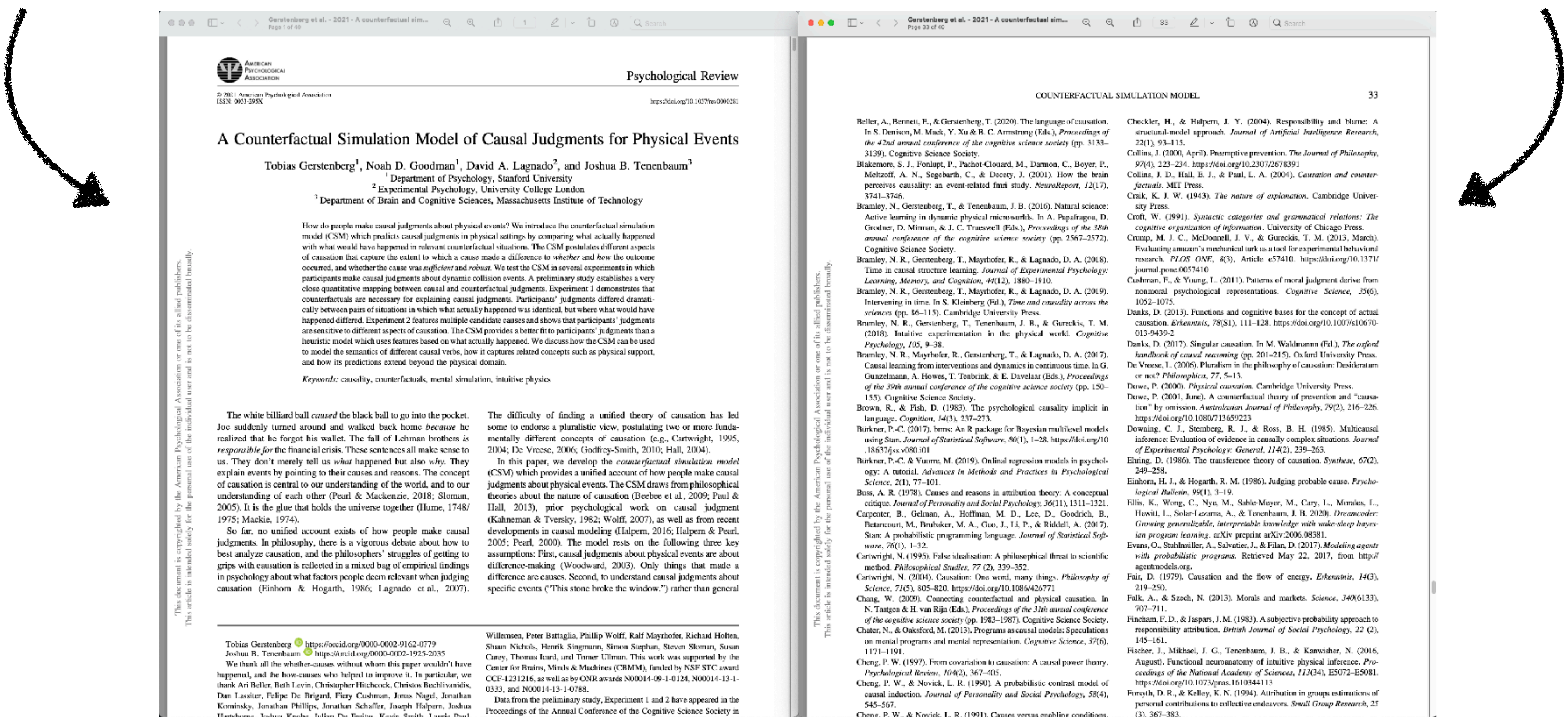


Window management

Window management

- use your keyboard to quickly move windows to where you want them to be
  - sizeup (not free), spectacle (free)

paper (left half of the screen) **references** (right half of the screen)



Alfred

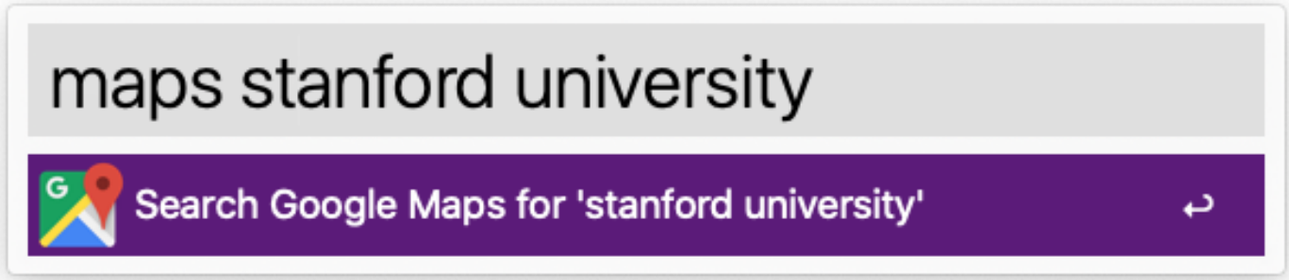
Alfred

- Alfred is a powerful tool that works like spotlight but is muuuuuch better
  - it's not free (£ 29) but worth it!
- the opportunities are almost endless (I keep discovering new stuff)

Alfred

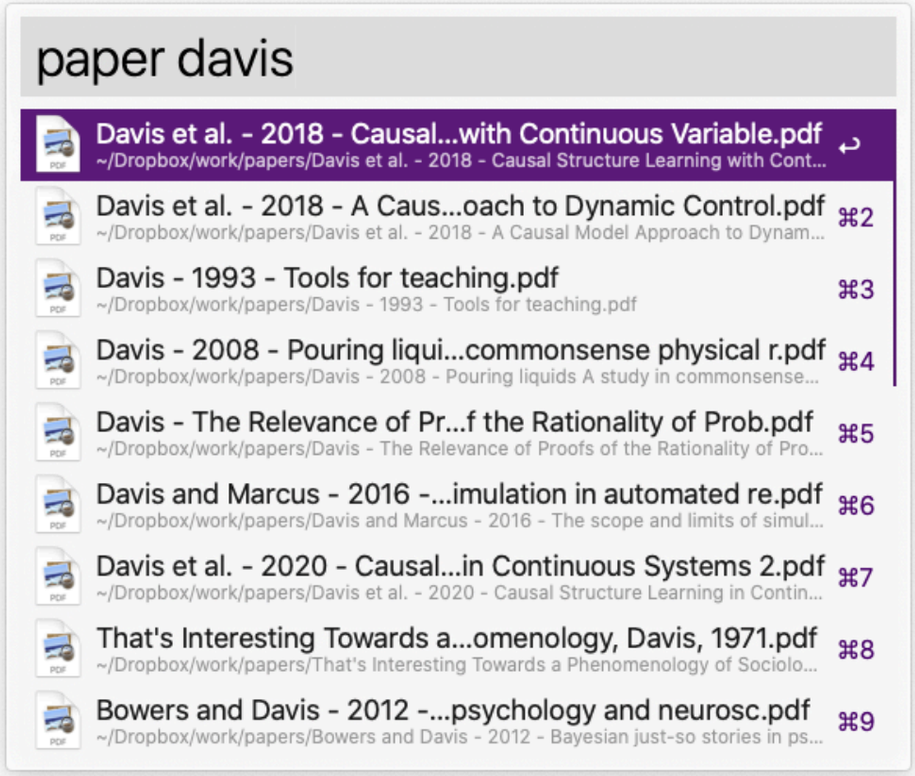
Search the web

- You can setup customized searches for different websites (e.g. google maps)



Search on your computer

- You can setup customized searches that look for specific files within specific folders.
- I use this for quickly finding papers.
- And you can directly preview them in Alfred, too, by just pressing `shift`.



Alfred

Use snippets

- Define text snippets that work in any app. Extremely useful!!!
- I defined my snippets so that they each start with `;`
- For example, I use `;c` to write `cheers, tobi`.

Name	A→	Keyword	Snippet
address home	☑	;ah	Tobias Gerstenberg 5 Peter Coutts Circle Stan...
address work	☑	;aw	Tobias Gerstenberg Stanford University Depar...
audit	☑	;au	thanks for reaching out! you're welcome to au...
book me	☑	;y	https://tobiasgerstenberg.youcanbook.me
cheers	☑	;c	cheers, tobi
Cheers	☑	;C	Cheers, Tobi
cicl email list	☑	;nl	https://mailman.stanford.edu/mailman/listinfo/...
fax	☑	;f	650-725-5699
gmail	☑	;mg	tobiace@gmail.com
gmail long	☑	;mt	tobias.gerstenberg@gmail.com
help	☑	;he	thanks for your help!
highschool	☑	;high	thanks for reaching out! it's great to hear that...
homepage	☑	;hp	http://cicl.stanford.edu/member/tobias_gerste...
insert date	☑	;d	{date:long}

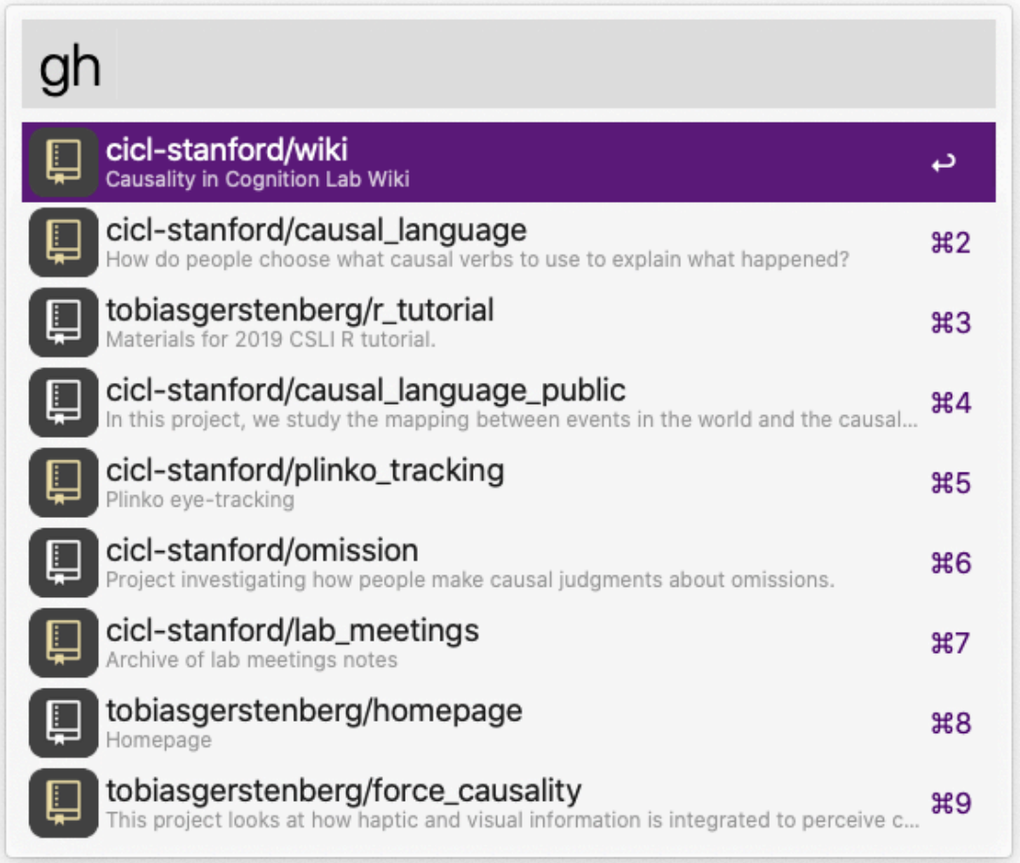
Alfred

Workflows

This is where the **real** power comes in!

github

- Quickly go to github repositories.



reference importer

- Quickly add bibtex references.

go to current file

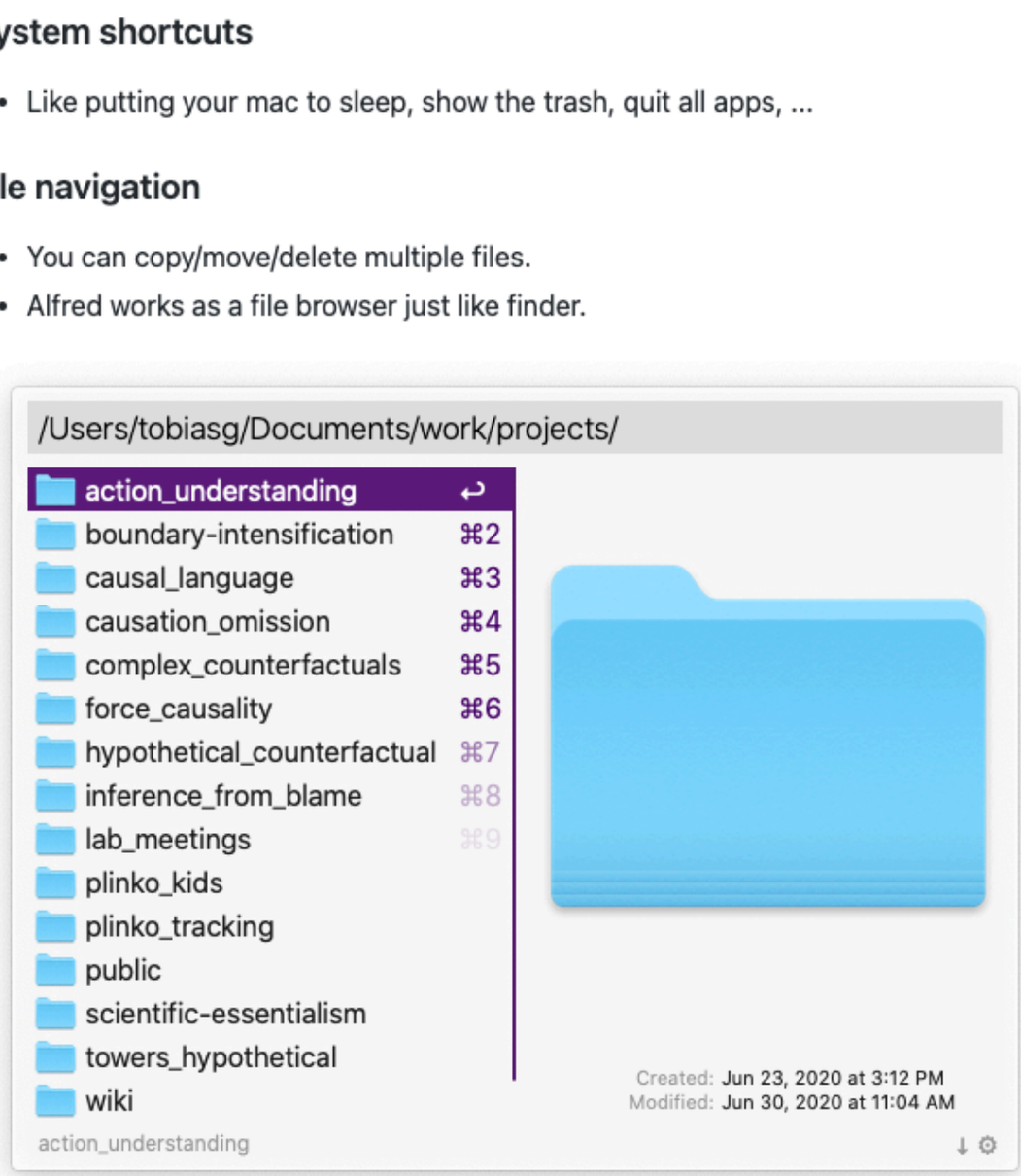
- Quickly go the file that's currently opened in an app.

recent downloads

- See recently downloaded files.

Alfred

- many more amazing features ...
  (I'm a fan -- in case that wasn't clear already)



Some take home messages

Some take home messages

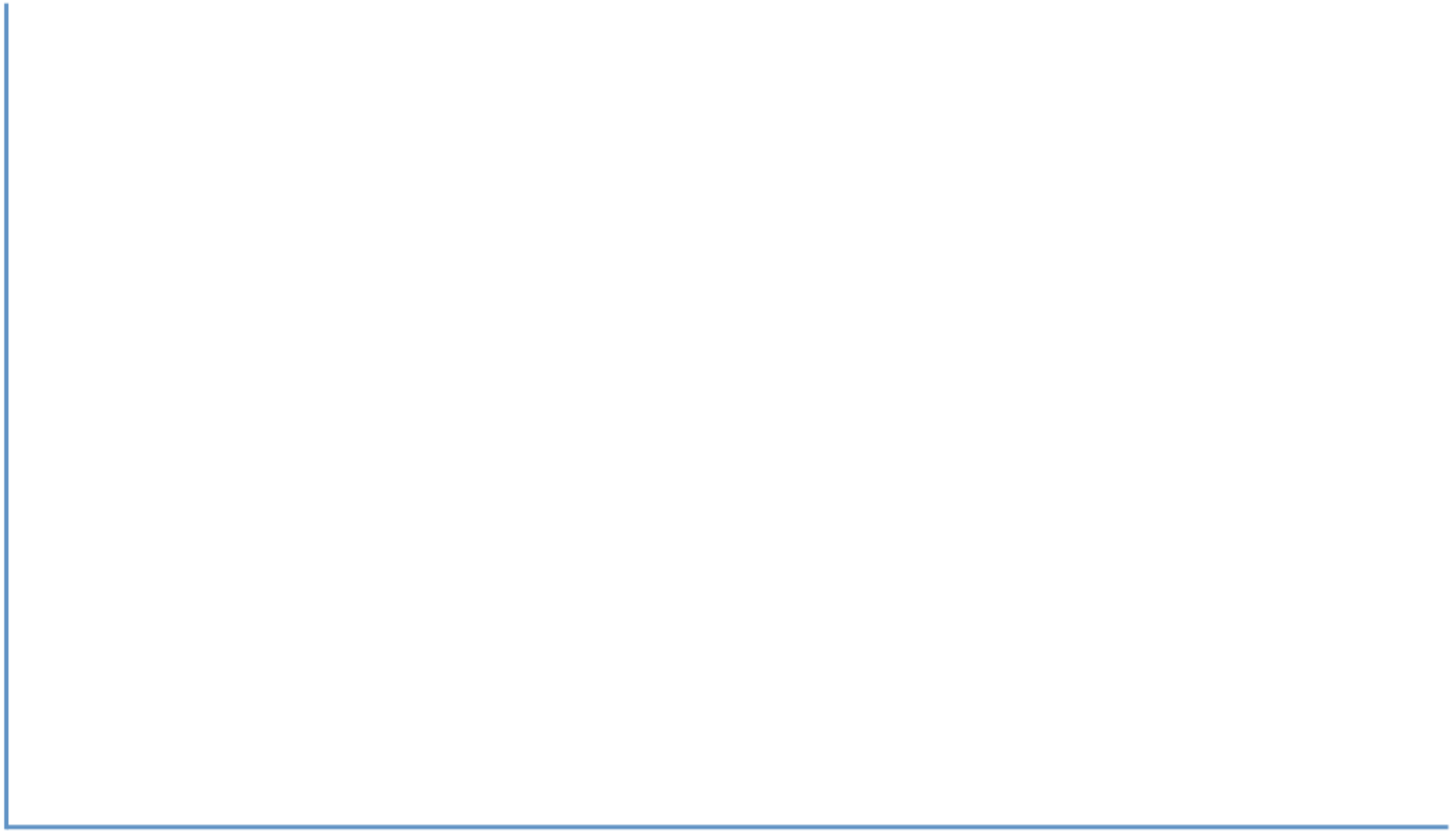
- adopt a mindset of continuously improving your workflow
- if you find something repetitive/annoying, chances are someone else did, too, and someone else might have come up with a solution
- be curious -- ask others how they do things
- find a good balance between optimizing your workflow and actually working ← and not working :)
- remember that all work is collaborative

R Studio time!

Stretch break

Feedback

How was the pace of today's class?



How happy were you with today's class overall?

What did you like about today's class? What could be improved next time?

Thank you!