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| Cover Image | *The 4-Hour Workweek: Escape 9–5, Live Anywhere, and Join the New Rich - Expanded and Updated* Timothy Ferriss  Crown Publishers |

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# *21 notes/highlights*

*Created by Tarang Shah*  – Last synced October 28, 2016

## *Step I: D Is for Definition*

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| |  |  |  | | --- | --- | --- | |  | *Reality is merely an illusion, albeit a very persistent one . — ALBERT EINSTEIN*  February 20, 2016 | [28](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA28) | |

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| |  |  |  | | --- | --- | --- | |  | *The first principle is that you must not fool yourself, and you are the easiest person to fool. — RICHARD P. FEYNMAN, Nobel Prize–winning physicist*  February 20, 2016 | [31](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA31.w.0.0.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *Once you say you’re going to settle for second, that’s what happens to you in life. —JOHN F. KENNEDY*  February 21, 2016 | [33](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA33.w.0.0.0.4) | |

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| |  |  |  | | --- | --- | --- | |  | *The Timing Is Never Right . I once asked my mom how she decided when to have her first child, little ol’ me. The answer was simple: “It was something we wanted, and we decided there was no point in putting it off. The timing is never right to have a baby.” And so it is. For all of the most important things, the timing always sucks. Waiting for a good time to quit your job? The stars will never align and the traffic lights of life will never all be green at the same time. The universe doesn’t conspire against you, but it doesn’t go out of its way to line up all the pins either. Conditions are never perfect. “Someday” is a disease that will take your dreams to the grave with you. Pro and con lists are just as bad. If it’s important to you and you want to do it “eventually,” just do it and correct course along the way.*  October 28, 2016 | [40](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA40) | |

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| |  |  |  | | --- | --- | --- | |  | *Ask for Forgiveness, Not Permission . If it isn’t going to devastate those around you, try it and then justify it. People—whether parents, partners, or bosses—deny things on an emotional basis that they can learn to accept after the fact. If the potential damage is moderate or in any way reversible, don’t give people the chance to say no. Most people are fast to stop you before you get started but hesitant to get in the way if you’re moving. Get good at being a troublemaker and saying sorry when you really screw up.*  February 21, 2016 | [40](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA40.w.0.0.0.3) | |

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| |  |  |  | | --- | --- | --- | |  | *Named must your fear be before banish it you can. — YODA , from Star Wars: The Empire Strikes Back*  February 21, 2016 | [45](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA45) | |

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| |  |  |  | | --- | --- | --- | |  | *What we fear doing most is usually what we most need to do*  February 21, 2016 | [52](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA52.w.0.0.0.4) | |

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| |  |  |  | | --- | --- | --- | |  | *As I have heard said, a person’s success in life can usually be measured by the number of uncomfortable conversations he or she is willing to have. Resolve to do one thing every day that you fear. I got into this habit by attempting to contact celebrities and famous businesspeople for advice.*  February 21, 2016 | [52](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA52.w.0.0.0.4) | |

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| |  |  |  | | --- | --- | --- | |  | *The reasonable man adapts himself to the world; the unreasonable one persists in trying to adapt the world to himself. Therefore all progress depends on the unreasonable man. — GEORGE BERNARD SHAW, Maxims for Revolutionists*  February 21, 2016 | [54](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA54.w.0.0.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *Doing the Unrealistic Is Easier Than Doing the Realistic*  February 21, 2016 | [55](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA55.w.0.0.0.2) | |

## *Step II: E Is for Elimination*

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| |  |  |  | | --- | --- | --- | |  | *Here are two truisms to keep in mind: Doing something unimportant well does not make it important. Requiring a lot of time does not make a task important.*  March 12, 2016 | [71](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA71.w.0.0.0.2) | |

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| |  |  |  | | --- | --- | --- | |  | *What you do is infinitely more important than how you do it. Efficiency is still important, but it is useless unless applied to the right things.*  March 12, 2016 | [71](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA71.w.0.0.0.2) | |

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| |  |  |  | | --- | --- | --- | |  | *Pareto’s Law can be summarized as follows: 80% of the outputs result from 20% of the inputs. Alternative ways to phrase this, depending on the context, include: 80% of the consequences flow from 20% of the causes. 80% of the results come from 20% of the effort and time. 80% of company profits come from 20% of the products and customers. 80% of all stock market gains are realized by 20% of the investors and 20% of an individual portfolio.*  March 12, 2016 | [72](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA72.w.0.0.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *Parkinson’s Law dictates that a task will swell in (perceived) importance and complexity in relation to the time allotted for its completion. It is the magic of the imminent deadline.*  March 12, 2016 | [78](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA78) | |

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| |  |  |  | | --- | --- | --- | |  | *If I give you 24 hours to complete a project, the time pressure forces you to focus on execution, and you have no choice but to do only the bare essentials. If I give you a week to complete the same task, it’s six days of making a mountain out of a molehill. If I give you two months, God forbid, it becomes a mental monster. The end product of the shorter deadline is almost inevitably of equal or higher quality due to greater focus.*  March 12, 2016 | [78](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA78.w.0.0.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *This presents a very curious phenomenon. There are two synergistic approaches for increasing productivity that are inversions of each other: Limit tasks to the important to shorten work time (80/20). Shorten work time to limit tasks to the important (Parkinson’s Law). The best solution is to use both together: Identify the few critical tasks that contribute most to income and schedule them with very short and clear deadlines.*  March 12, 2016 | [78](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA78.w.0.0.0.2) | |

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| |  |  |  | | --- | --- | --- | |  | *Reading, after a certain age, diverts the mind too much from its creative pursuits. Any man who reads too much and uses his own brain too little falls into lazy habits of thinking. — ALBERT EINSTEIN*  May 27, 2016 | [86](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA86.w.0.0.0.1.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *The first step is to develop and maintain a low-information diet. Just as modern man consumes both too many calories and calories of no nutritional value, information workers eat data both in excess and from the wrong sources. Lifestyle design is based on massive action—output. Increased output necessitates decreased input. Most information is time-consuming, negative, irrelevant to your goals, and outside of your influence. I challenge you to look at whatever you read or watched today and tell me that it wasn’t at least two of the four. I read the front-page headlines through the newspaper machines as I walk to lunch each day and nothing more. In five years, I haven’t had a single problem due to this selective ignorance. It gives you something new to ask the rest of the population in lieu of small talk: “Tell me, what’s new in the world?” And, if it’s that important, you’ll hear people talking about it. Using my crib notes approach to world affairs, I also retain more than someone who loses the forest for the trees in a sea of extraneous details.*  May 27, 2016 | [87](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA87) | |

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| |  |  |  | | --- | --- | --- | |  | *From an actionable information standpoint, I consume a maximum of one-third of one industry magazine (Response magazine) and one business magazine (Inc.) per month, for a grand total of approximately four hours. That’s it for results-oriented reading. I read an hour of fiction prior to bed for relaxation.*  May 27, 2016 | [87](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA87.w.0.0.0.3) | |

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| |  |  |  | | --- | --- | --- | |  | *That’s a simple example, you say, but what if you need to learn to do something your friends haven’t done? Like, say, sell a book to the world’s largest publisher as a first-time author? Funny you should ask. There are two approaches I used: 1 . I picked one book out of dozens based on reader reviews and the fact that the authors had actually done what I wanted to do. If the task is how-to in nature, I only read accounts that are “how I did it” and autobiographical. No speculators or wannabes are worth the time. 2 . Using the book to generate intelligent and specific questions, I contacted 10 of the top authors and agents in the world via e-mail and phone, with a response rate of 80%. I only read the sections of the book that were relevant to immediate next steps, which took less than two hours. To develop a template e-mail and call script took approximately four hours, and the actual e-mails and phone calls took less than an hour. This personal contact approach is not only more effective and more efficient than all-you-can-eat info buffets, it also provided me with the major league alliances and mentors necessary to sell this book. Rediscover the power of the forgotten skill called “talking.” It works. Once again, less is more.*  May 27, 2016 | [88](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA88.w.0.0.0.1) | |

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| |  |  |  | | --- | --- | --- | |  | *How to Read 200% Faster in 10 Minutes T here will be times when, it’s true, you will have to read. Here are four simple tips that will lessen the damage and increase your speed at least 200% in 10 minutes with no comprehension loss: 1. Two Minutes: Use a pen or finger to trace under each line as you read as fast as possible . Reading is a series of jumping snapshots (called saccades), and using a visual guide prevents regression. 2. Three Minutes: Begin each line focusing on the third word in from the first word, and end each line focusing on the third word in from the last word . This makes use of peripheral vision that is otherwise wasted on margins. For example, even when the highlighted words in the next line are your beginning and ending focal points, the entire sentence is “read,” just with less eye movement: “Once upon a time, an information addict decided to detox.” Move in from both sides further and further as it gets easier. 3. Two Minutes: Once comfortable indenting three or four words from both sides, attempt to take only two snapshots—also known as fixations—per line on the first and last indented words . 4. Three Minutes: Practice reading too fast for comprehension but with good technique (the above three techniques) for five pages prior to reading at a comfortable speed . This will heighten perception and reset your speed limit, much like how 50 mph normally feels fast but seems like slow motion if you drop down from 70 mph on the freeway. To calculate reading speed in words per minute (wpm)—and thus progress—in a given book, add up the number of words in ten lines and divide by ten to get the average words per line. Multiply this by the number of lines per page and you have the average words per page. Now it’s simple. If you initially read 1.25 pages in one minute at 330 average words per page, that’s 412.5 words per minute. If you then read 3.5 pages after training, it’s 1,155 words per minute and you’re in the top 1% of the world’s fastest readers.*  May 27, 2016 | [88](http://play.google.com/books/reader?printsec=frontcover&output=reader&id=vL85BwAAAEAJ&source=books-notes-export&pg=GBS.PA88.w.0.0.0.4) | |