GTD Productivity And Using Your Paper Planner

There must be a point where we can actually breathe a sigh of relief knowing we have accomplished the day’s work and allow ourselves the momentary celebration of understanding our location in the progress of our lives as we plan and track our way through it.

In this episode, Steve and Karine embrace the zen of David Allen and oddly, actually get something done!

If you have ideas for future episodes please send them to steve at philofaxy dot com

Show Notes (timings approximate)

00:05 - Introduction
01:00 - David Allen - Getting Things Done
02:15 - Clutter
04:30 - GTD Videos
06:00 - How many inserts/pages do you really need to keep in your organiser
08:15 - GTD and a Paper Planner - A4 or Letter
10:00 - Actions
14:30 - Filing Systems
18:50 - Tasks - The Pomodoro Technique
21:00 - Context
22:00 - Colour coding
23:30 - Daily planner page for GTD
26:30 - The need to do GTD or using your planner in a more efficient way.
28:30 - Tip of the week

Guest Posts on Philofaxy:
My GTD Set Up - David Popely - Guest Post
Guest Post - My current (GTD based) Filofax setup - David Popely
Guest Post - How I use my Personal Filofax for GTD