

Functional Planning - Macro and Micro Planning

What is the difference between long term planning (Macro) and short term planning (Micro) and how should you approach both forms of planning, are they different or the same.

In this episode Karine and Steve try to dive in to this set of questions and discuss their approach to dealing with long term planning and mixing the two forms of planning to complete larger tasks and goals.

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

Show Notes (timings approximate)

00:00 - Introduction

01:45 - Long term vs Short term planning

03:00 - Achieving specific missions

04:00 - You can have several long term goal/projects

05:00 - Sequential or Parallel projects

07:00 - Contextual planning, Tabs

08:00 - Dividing goals in to manageable tasks

10:30 - Decide on the detail of your goal

12:30 - Record your progress and reward yourself for the progress you are making

14:30 - Include downtime in your planning

18:00 - Establishing business goals

19:00 - Working as part of a team

21:00 - Setting up your planner to monitor and plan long term goals

22:00 - Using your year planner, or more than one year planner and other planner formats

23:30 - Don't become a slave to the planner

26:00 - Keeping work and personal separate

28:00 - Don't give up on a particular layout, don't change for changes sake

29:00 - Don't get too detailed in set up of your planner