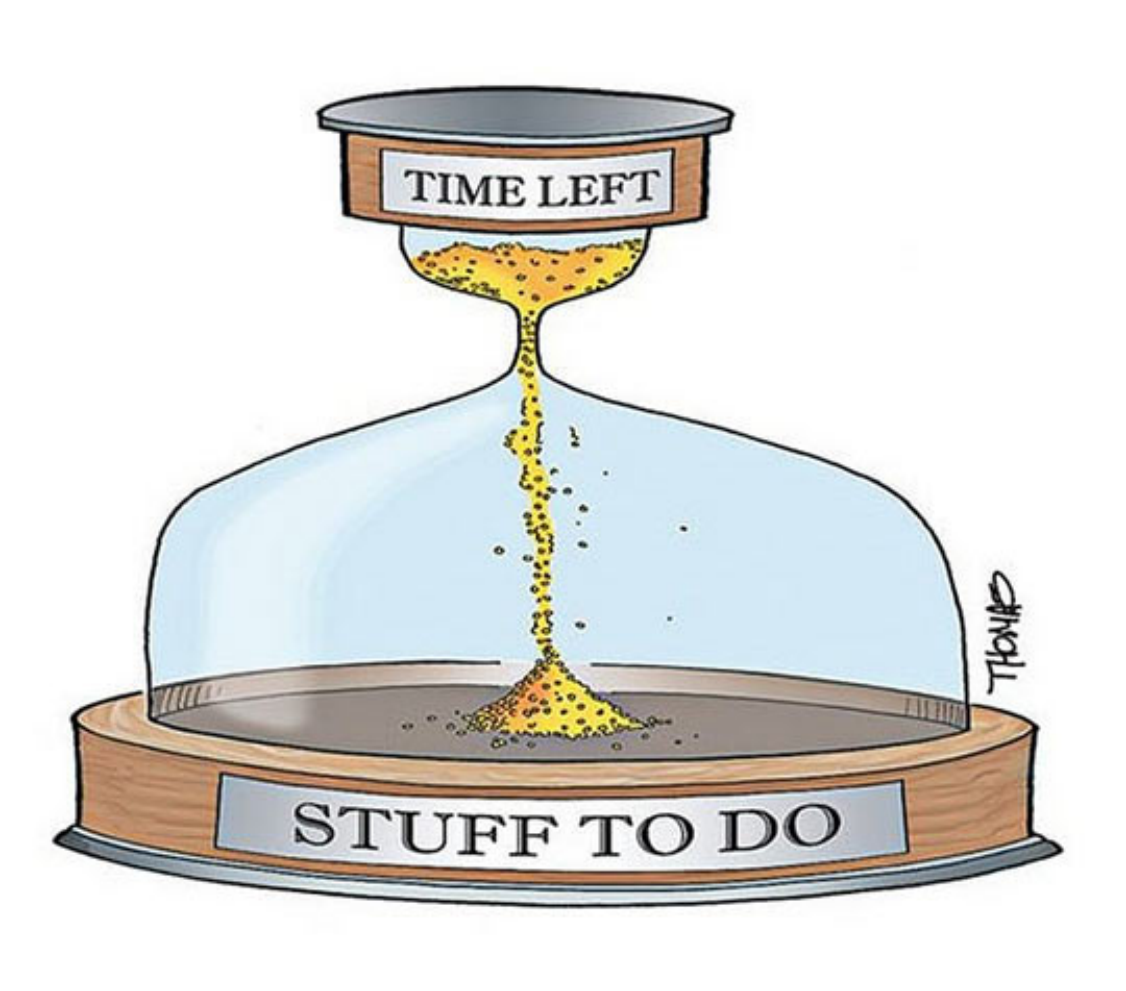
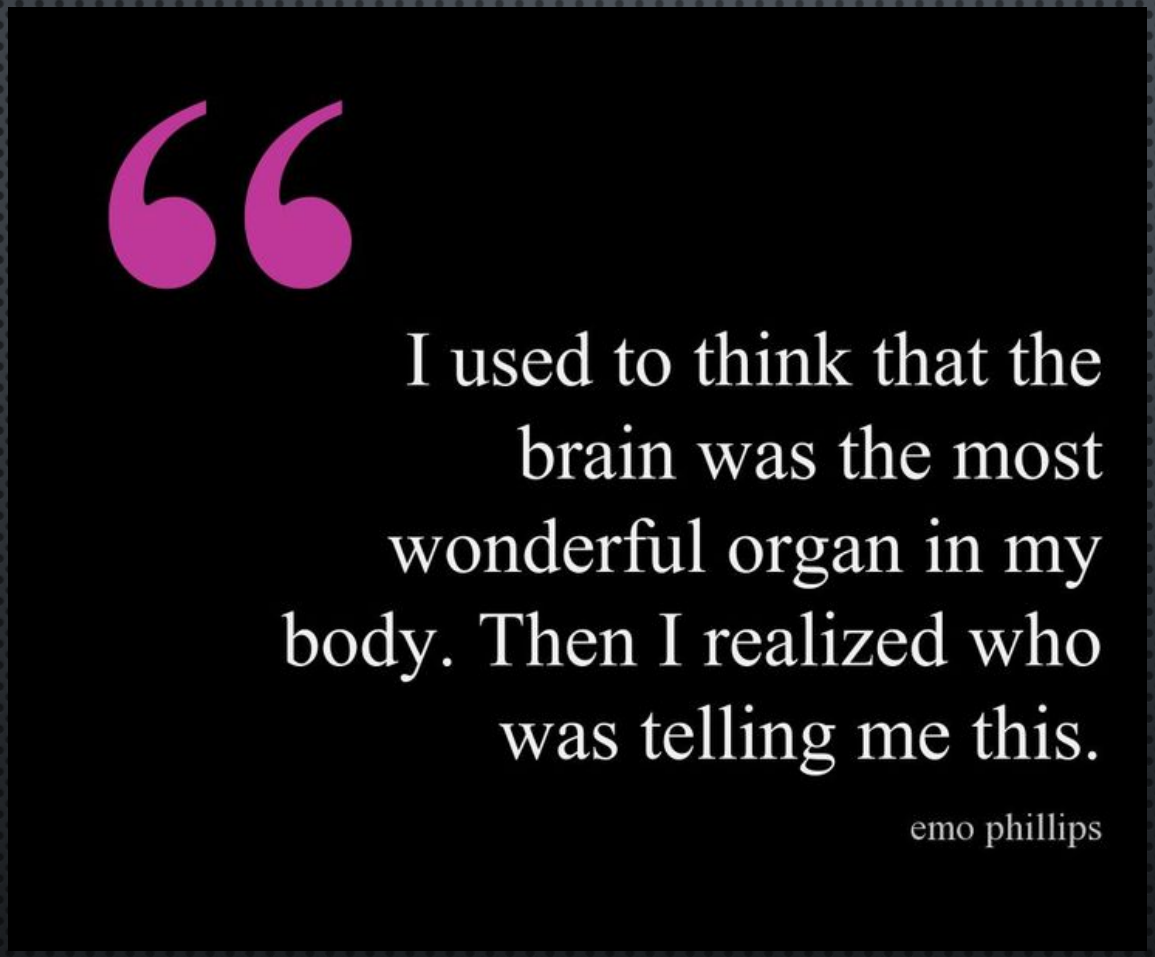
TIME MANAGEMENT
(FOR TECHNICAL PEOPLE)

DÓNAL CUNNINGHAM


TIME LEFT
STUFF TO DO


I used to think that the brain was the most wonderful organ in my body. Then I realized who was telling me this.
emo phillips

KEEP
CALM
AND
TRUST
THE SYSTEM

NON SCRIPTUM, NON EST

(WRITE IT ***DOWN***)

January 2014
10 Friday
11 Saturday
FILOFAX
Réf. 210136 © 2001
www.filofax.com
FILOFAX

NOKIA
Esc
Tbl.
Fax
SMS
Internet
Contacts
Notes
Calendar
System
Extras
Help
Caps
Shift
Ctrl
Chr

PalmPilot
10:00 pm
All
Address
Calc
Date Book
Expense
HotSync
Mail
Memo Pad
Prefs
Security
To Do List
Welcome

todoist

Trello

WorkFlowy

BECAUSE WHEN I MARK SOMETHING AS COMPLETE

IT STAYS ON THE DAMN LIST

Talk

- Introduce yourself
  It's Dó as in "doughnut", nal as in "final'
- Warn them about the swearing
- ~~Kittens?~~
- Try to make them laugh
  - More than once
  - Not in a bad way
  - With me, not at me
- WATCH THE CLOCK, FOOL!
  - Don't make Helpful Dónal cry
  - Christian's Sad Face

MY BED TIME IS 7:00
BUT I GO TO BED AT
7:05
THUG LIFE

MOST IMPORTANT TASK OF THE DAY

If this was the only thing you did today you'd be satisfied.

1. SNRE DNS Tidy — [5] Target ○○○○○ Track 25min/bubble [ ] Actual

SECONDARY TASKS OF IMPORTANCE

Completion of these tasks will make the day even better.

2. Leaf changes for KM — [2] ○○○○○ [ ]
3. RMAN H/w IPv6 changes — [3] ○○○○○ [ ]

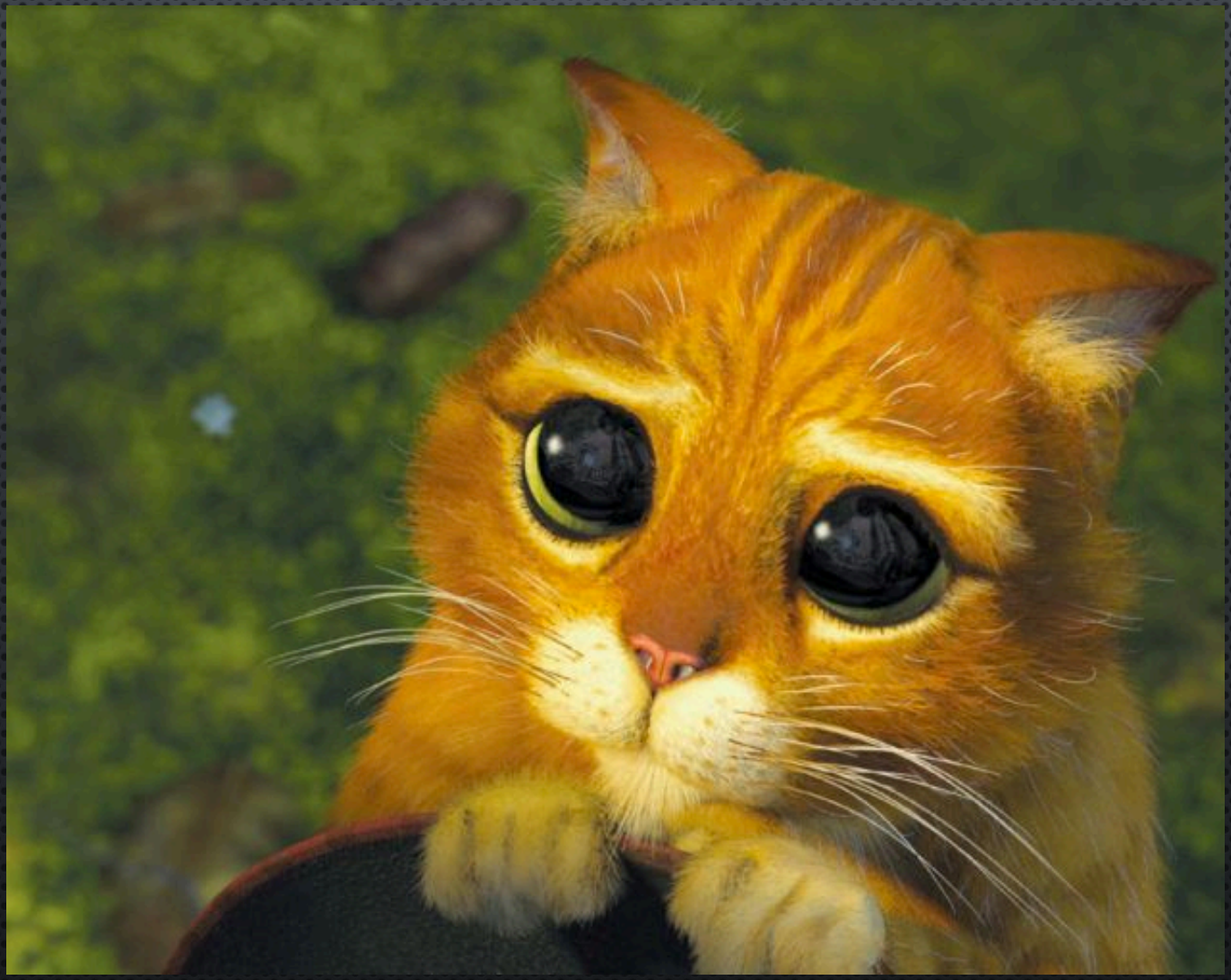
ADDITIONAL TASKS

Do these only after you have completed the tasks above.

4. Turn off unused racks — [1] ○○○○○ [ ]
5. _____ — [ ] ○○○○○ [ ]

NOTES

I LOVE IT
WHEN A PLAN COMES TOGETHER



35
30
25
20
15

References

Help! I have a manager! (wizardzines.com) — Julia Evans

Time Management for System Administrators — Tom Limoncelli

https://noidea.dog/ — Tanya Reilly

https://www.intelligentchange.com/products/the-productivity-planner

https://github.com/aughera/softpath