



SEA Side Chat: Task/Time Management Tools (4/15/21)

Do you go with the flow or do you follow the tide chart when it comes to scheduling your days and weeks...and months ahead? Share your strategies, tool's and questions during this week's SEA Side Chat.

Summary:

Resistance to tackle tasks, which often leads to avoidance of said task, is a common problem.

There are a few tricks, such as using sticky notes. Melissa is a huge fan. She will even put in self-care tasks such as “drink water”. (Brilliant!) It gives her great pleasure to crinkle that sticky note up when the tasks have been completed.

There are task management tools out there like Notion, Asana, and Trello. Some of these require organizational and sometimes tech skills, but can be highly useful.

Google Calendar is a popular tool.

Some of us use paper calendars. Kim has a tear-off calendar that she loves. At the end of the day, she rips it off and throws it away....often after transferring her unfinished tasks to the next day. Leah enjoys using a regular paper calendar as well. (There's just something about that pen and paper....)

Most important take-aways:

Melissa stated that it is easy to fall for the strict scheduling systems. However, do what works for you. After all, you got this far using your own system. As they said, we teach our families/youth to follow their instinct when it comes to health and sexuality... shouldn't we do it, too? There is no one-size-fits-all method to task management. What fits with you?

Lori shared a couple of great insights...

You can't manage time, you have to manage yourself. Time is what it is. But what you do with the time is up to you.

Am I taking the ride I bought the ticket for? In other words, is this the path, the tasks, you want to be filling your time with to get you to your end game?