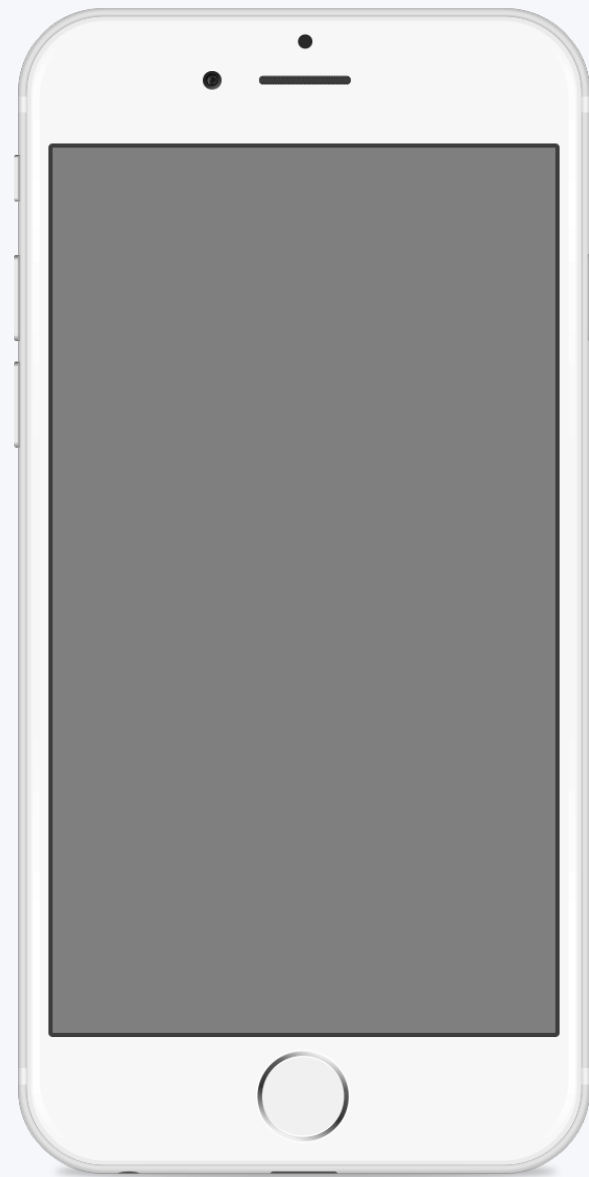


Design Your Day:

**Be More Productive, Set
Better Goals, and Live
Life on Purpose!**

Claire Diaz-Ortiz





Turn off your phone, y'all!



**Do you have more work than
hours in the day?**

#CHAT



**Are you working crazy hard, but
not moving the needle?**

#CHAT



**Are you overwhelmed with how
much is on your plate?**

#CHAT



Have you read books, listened to talks, or tried time management strategies that don't work?

#CHAT



**YOU'RE IN THE RIGHT
PLACE...**

**...if you want to get more done in
LESS time.**



YOU'RE IN THE RIGHT

PLACE...

...if you've tried everything else,

and you're still not sure where

the hours go each day.



**YOU'RE IN THE RIGHT
PLACE....**

**...if you want to make a change in
how you spend your days.**



**YOU'RE IN THE RIGHT
PLACE...**

**...if you have some control over
your calendar.**



BUT WAIT CLAIRE...



**Claire, you don't know my
life.**

DOUBT



Busy is the new norm.

INERTIA



What's holding you back?

FEAR



all about @claire

THIS IS HOW I GOT HERE
MY STORY



THIS IS WHERE IT ALL STARTED







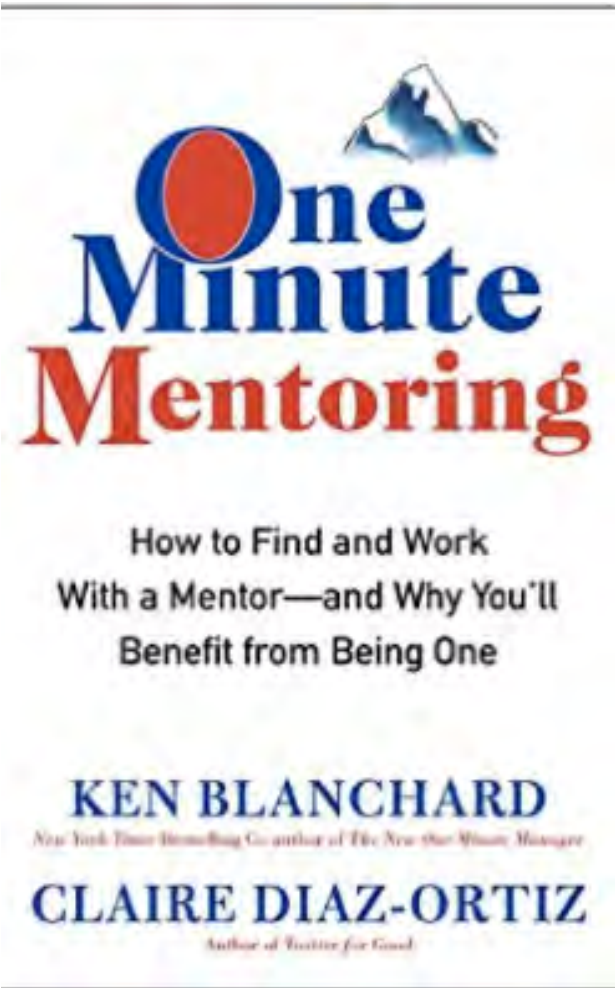
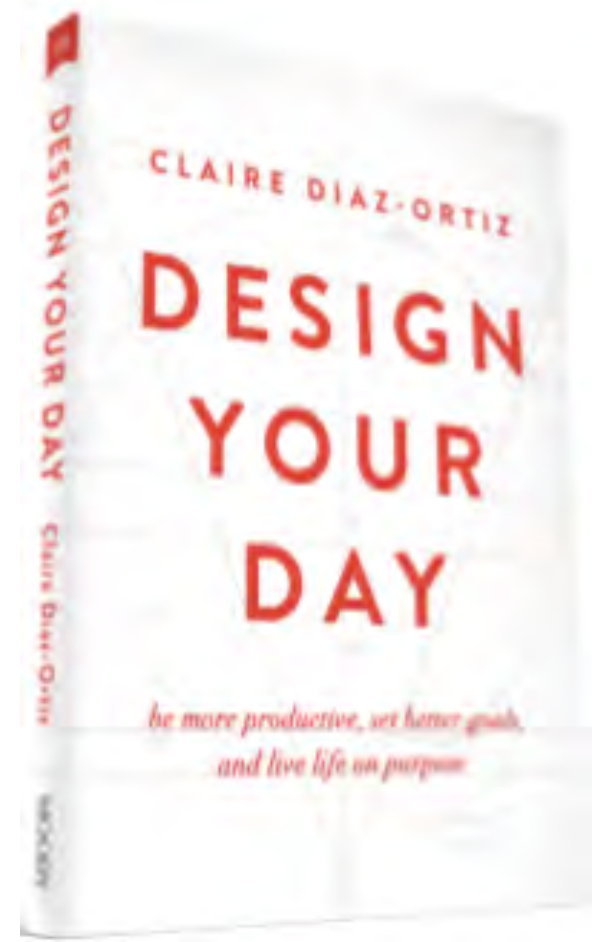
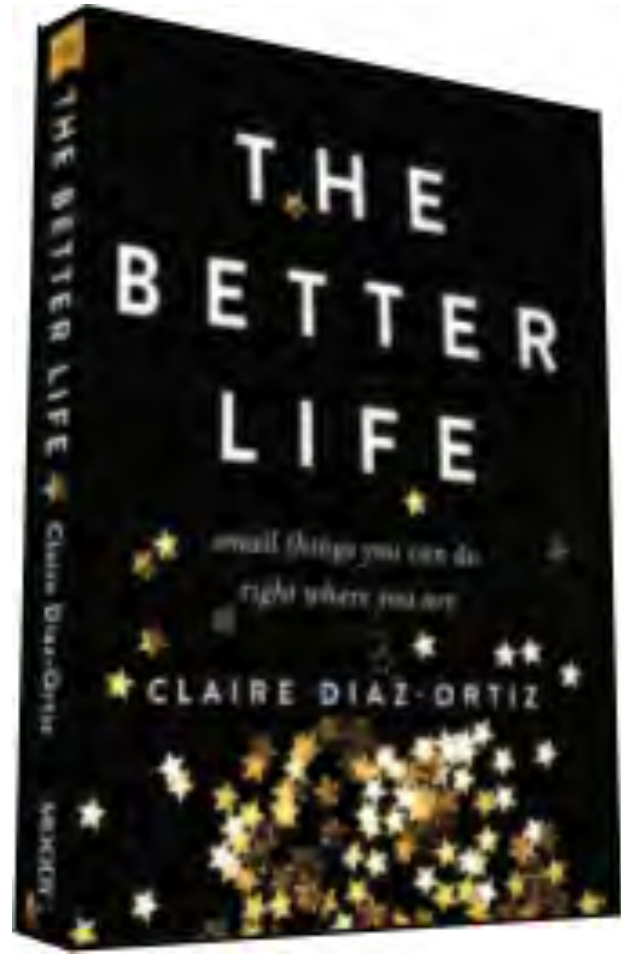
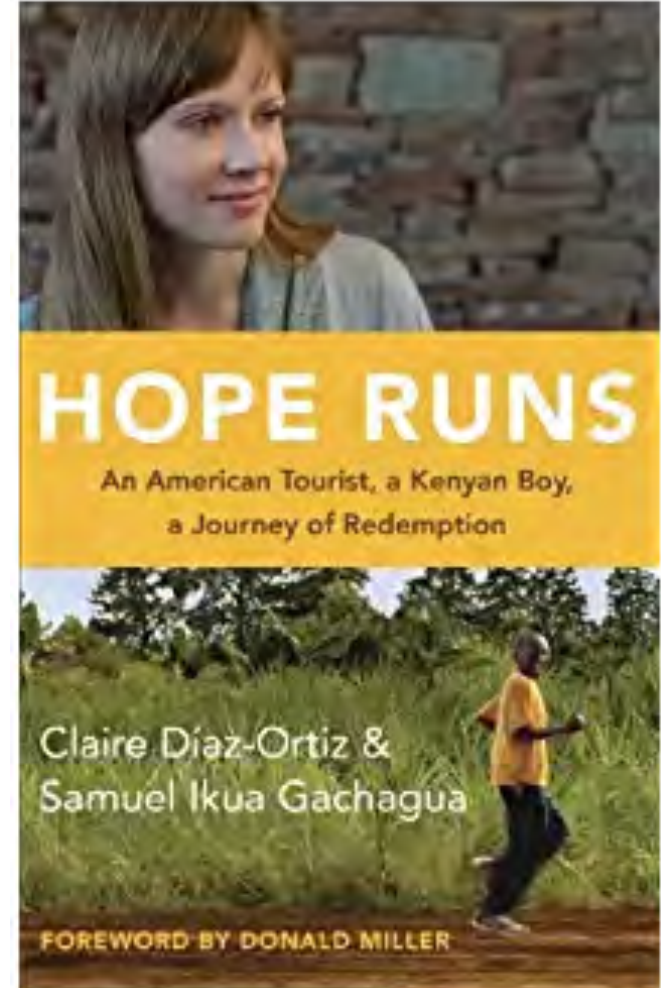
#popetweets

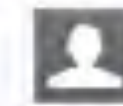
Inc. FAST COMPANY

WIRED Forbes

THE WALL STREET
JOURNAL. **BBC**

CNN The New York Times





- [Mail](#)
- [Celebrity](#)
- [Autos](#)
- [Finance](#)
- [Flickr](#)
- [Games](#)
- [Jobs](#)
- [Messenger](#)
- [Movies](#)
- [Sports](#)
- [Travel](#)
- [Weather](#)
- [News](#)
- [Shine](#)
- [Food](#)
- [Tech](#)
- [Shopping](#)

[More Yahoo Sites >](#)[PopSugar](#)[Facebook](#)

NISSAN ALTIMA.®
WITH FATIGUE-REDUCING
ZERO GRAVITY FRONT SEATS.

[VISIT ALTIMA >](#)

[Close Ad](#)

[Ad Feedback](#) - [AdChoices](#)



Woman live-tweets daughter's birth

Claire Diaz-Ortiz breaks the news about her water breaking — and winds up reporting on an odyssey. [▶ 'Car overheating?!' »](#) 36 - 40 of 70

<

Mom tweets birth

Show's set mishaps

Pistorius takes stand

That Rooney-Garland magic

Clever uses for fruits

>

Trending Now

[▶ Watch the show »](#)

- | | |
|---|--------------------------------------|
| 1 Justin Timberlake | 6 Taraji P. Henson |
| 2 Jeffrey Dahmer | 7 Amanda Knox |
| 3 Malaysia Airlines flig... | 8 WWE WrestleMania |
| 4 Santa Barbara riot | 9 Rwanda genocide |
| 5 Doctor Zhivago | 10 Buckingham Palace |

NCAA Tourney National Final

(8) [Kentucky](#) 0 - 0 (7) [Connecticut](#)

9:10 pm ET

[Wildcats' wild run to the national championship](#)



A Twitter employee live-tweeted the birth of her child. Which explains why the doctor kept yelling "Push" and "Send!"

- Conan O'Brien, April 07, 2014

TAGS: TECH, TWITTER, SOCIAL MEDIA, PREGNANCY, BABIES



MailOnline
Home News U.S. | Sport | TV&Showbiz | Fashion Finder
Latest Headlines News World News Arts | Headlines
hollar \$10



News Videos Quizzes Tasty



Employee of the year! Pregnant Twitter worker live tweets 14-hour LABOR including dramatic breakdown... and a husband who grew upset after he forgot his ukulele

• Claire Diaz-Ortiz is an early Twitter employee who works as the social media site's social innovation manager

A Twitter Employee Live-

LABOR
...ER EMPLOYEE LIVE-TWEETS DAUGHTER'S BIRTH



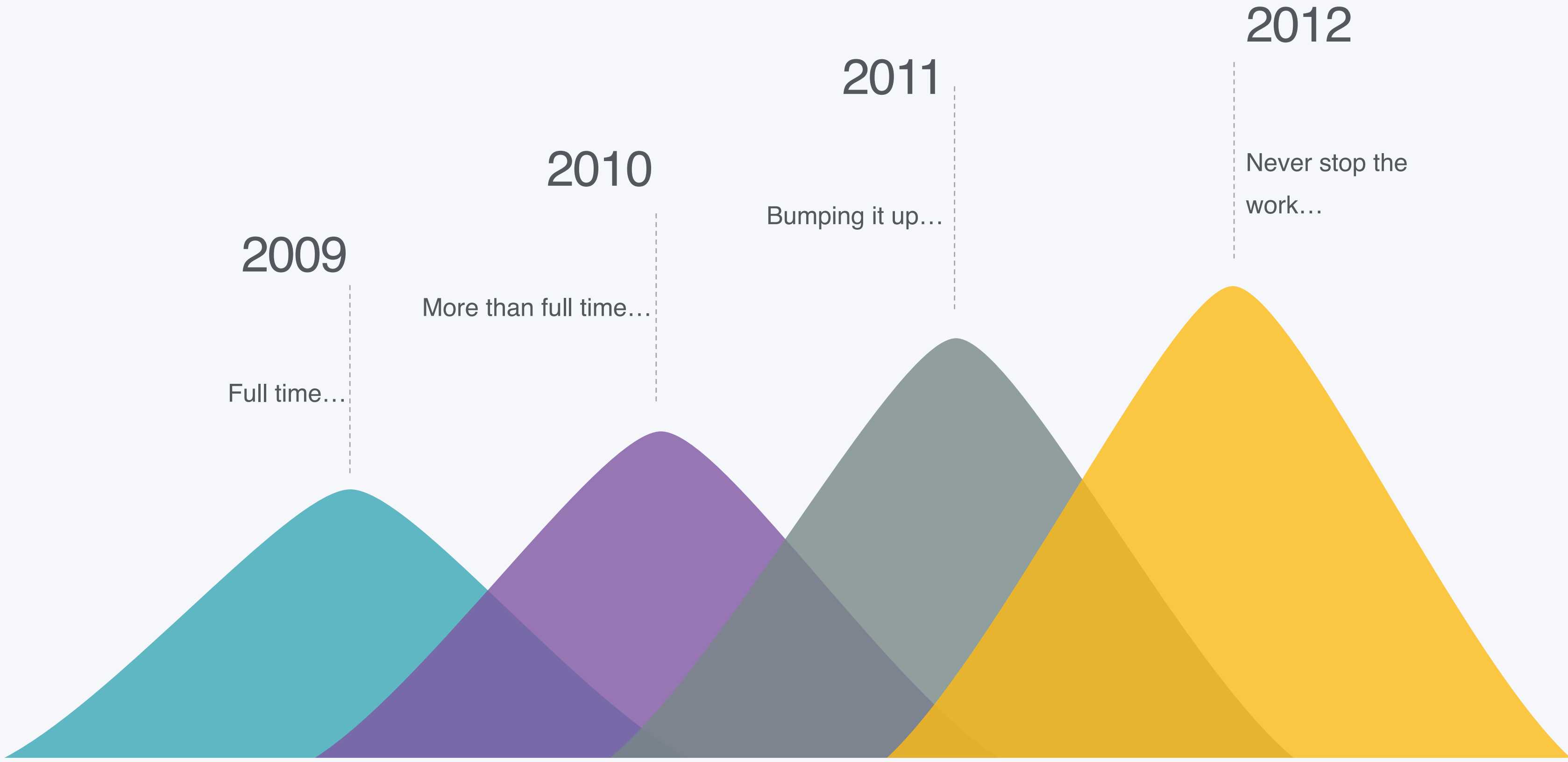
AND THEN...



#BOOM

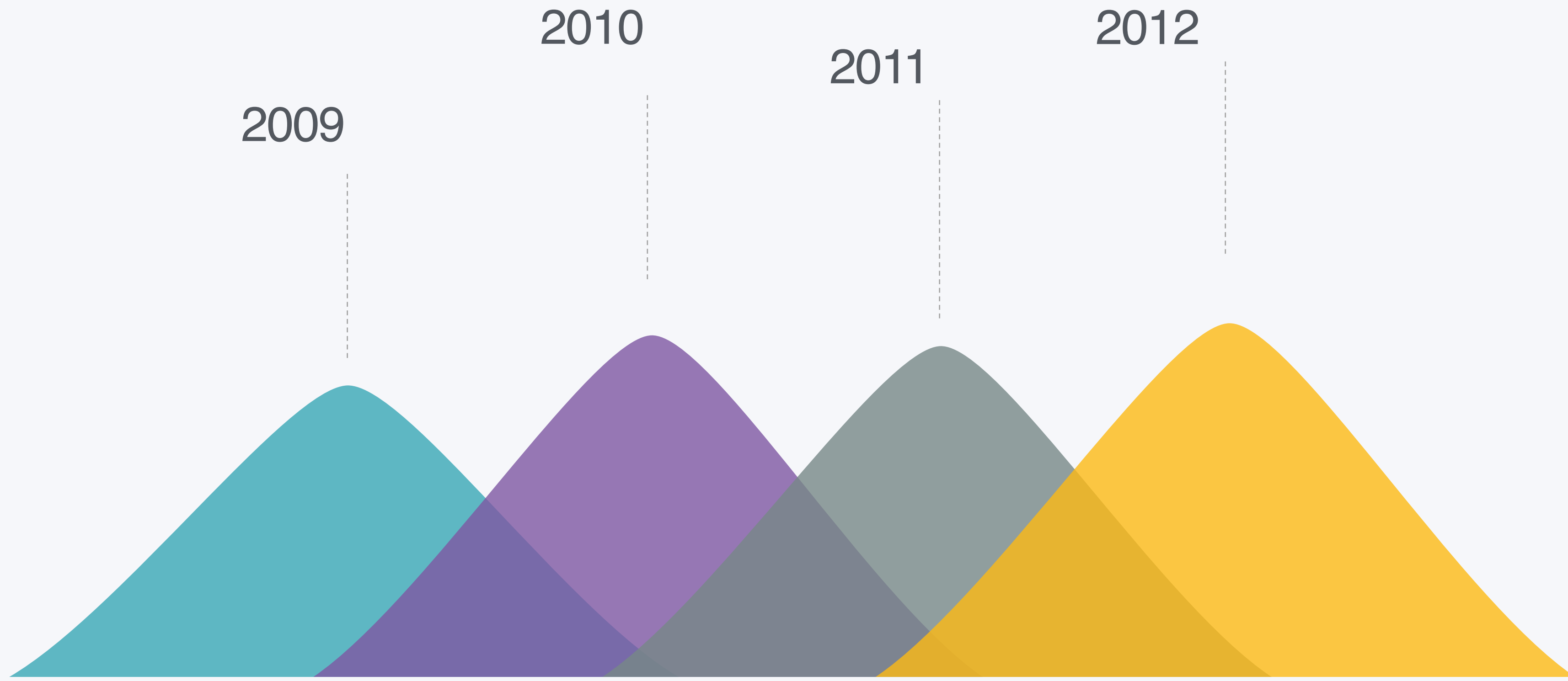
WORK HOURS

I kept working...and working...



INCOME

As for the money...





#OBSESSION

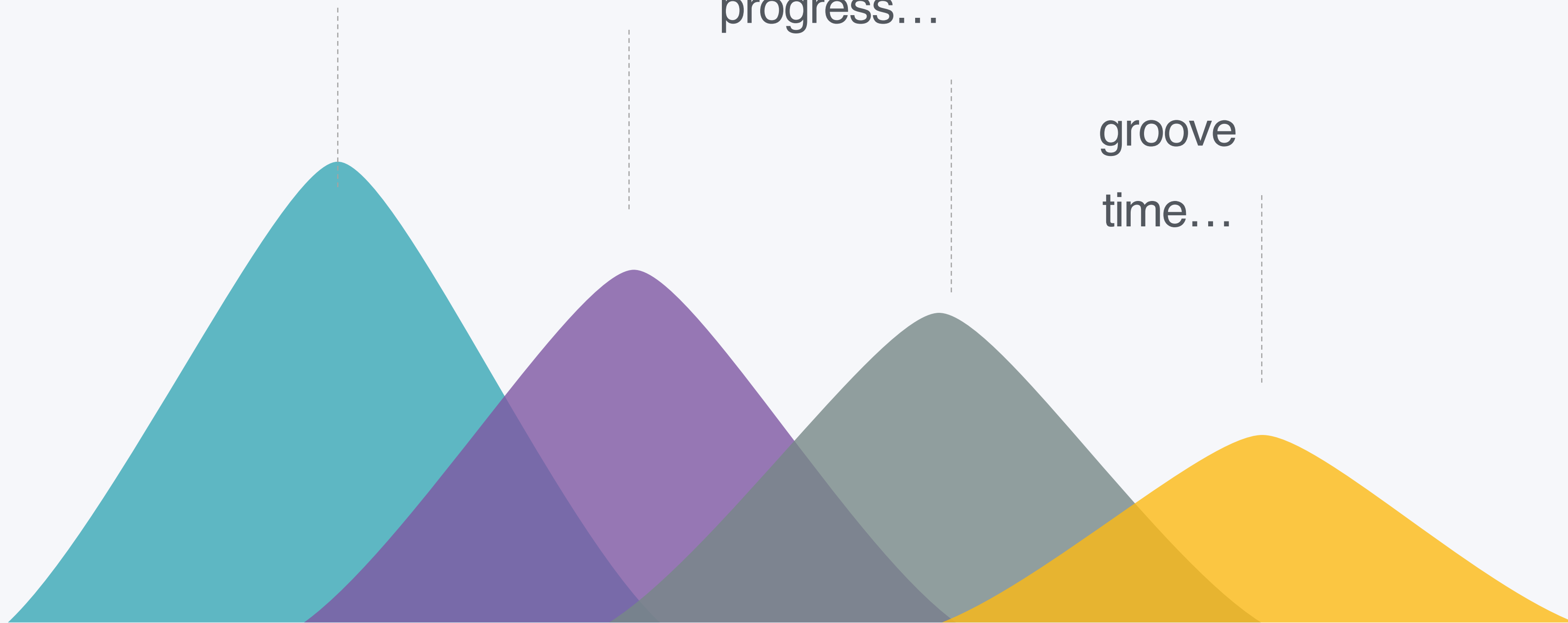
WORK HOURS

#WorkByDesign

let's go... baby steps...

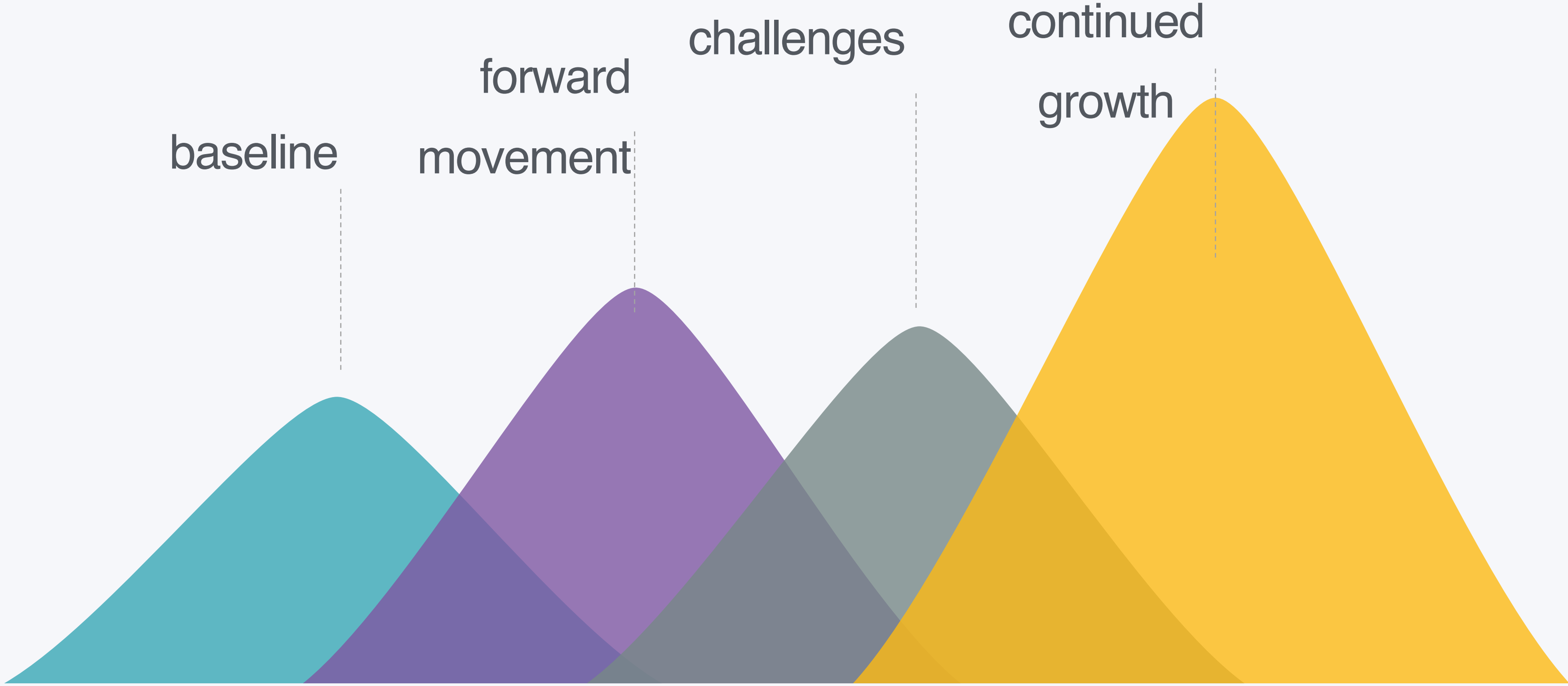
progress...

groove
time...



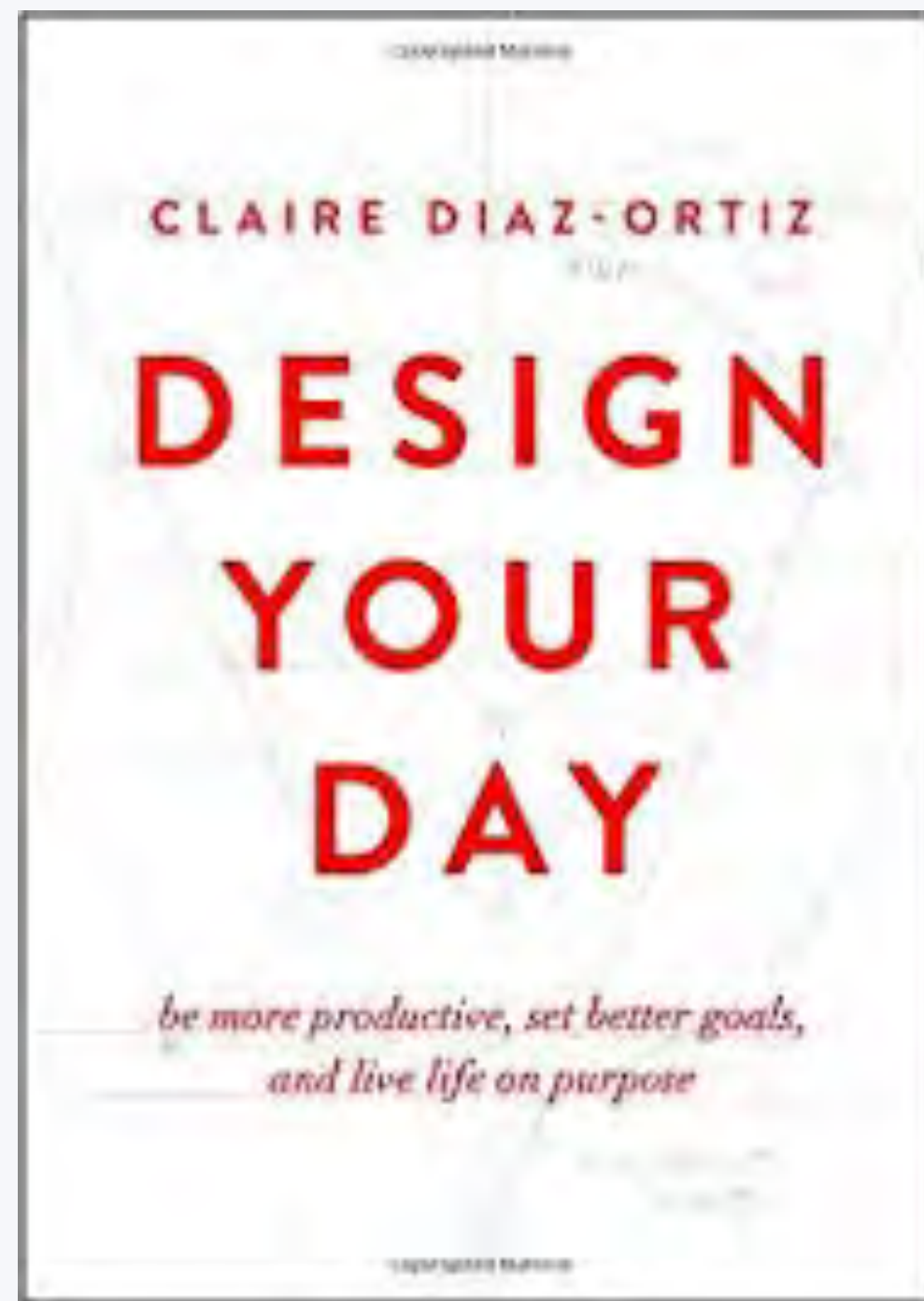
INCOME

#WorkByDesign



EVERYTHING CHANGED





BE MORE PRODUCTIVE, SET BETTER GOALS AND LIVE LIFE ON PURPOSE.

work
by design summit





45 Speakers. 15,000 Attendees. One Goal.



**work
by design summit**

www.workbydesignsummit.com

“Work By Design Summit has changed my life and my thinking in so many ways, I will listen to those audios forever I think.”

“Thank you so much for this wonderful summit, Claire. There are so many great ideas that I hope to implement into my own life.”

“I'm going through a defining moment in my life, and the Summit is helping a lot. These talks about purpose are just what I needed to hear right now. Thank you for this inspiring and”

“You are a master at time management and I would love to learn more from you...”

work
by design school

A stylized line graph with three peaks in red, blue, and orange, ending in an upward-pointing arrow. The red peak is the lowest, the blue peak is the highest, and the orange peak is in the middle. The orange line ends in a vertical arrow pointing upwards.



The **D** **O** **L** **E** **S** **S** method

**The Do the Less Method is about
taking back your time, and giving it to
someone who really knows what
they're doing.
- *You.***

The **D** **O** **L** **E** **S** **S** method

**Change the way you
work**



Is this you?

#CHAT



The **D** **O** **L** **E** **S** **S** method



D E C I D E



D E C I D E

A WORD OF THE YEAR



**Each and every year you
should choose a word to
represent the year ahead of
you.**

PASSION Hustle Focus

Sally (the name of your child, say).

#BanBusy (my word of the year in 2015!)

Slow Rest

#WorkByDesign (my word of the year in 2016!)

Intention **Meaning**



S.M.A.R.T

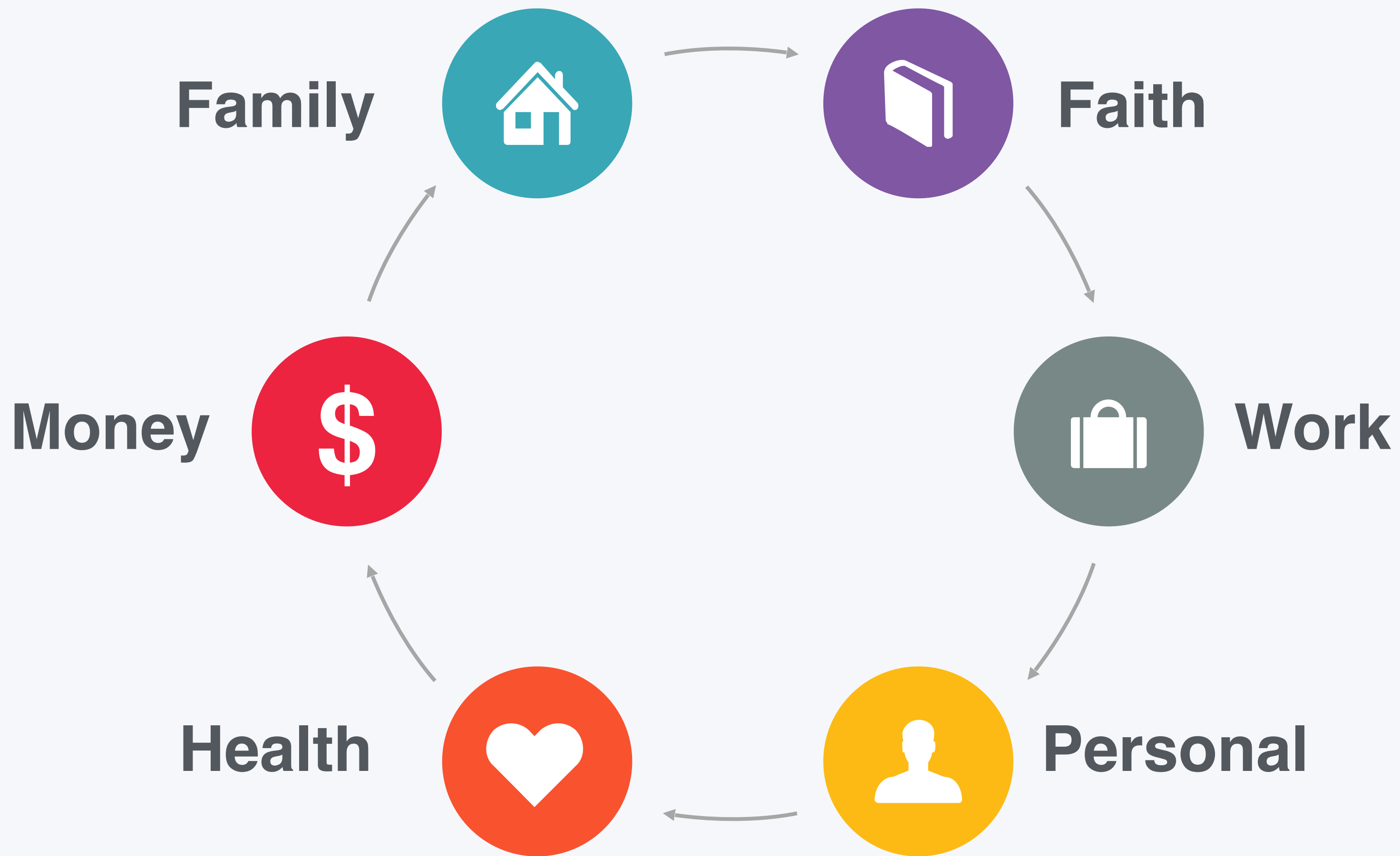
Goals



Set goals: How to set smart goals?



DECIDE





The **D** **O** **L** **E** **S** **S** method



ORGANIZE



The **D** **O** **L** **E** **S** **S** method



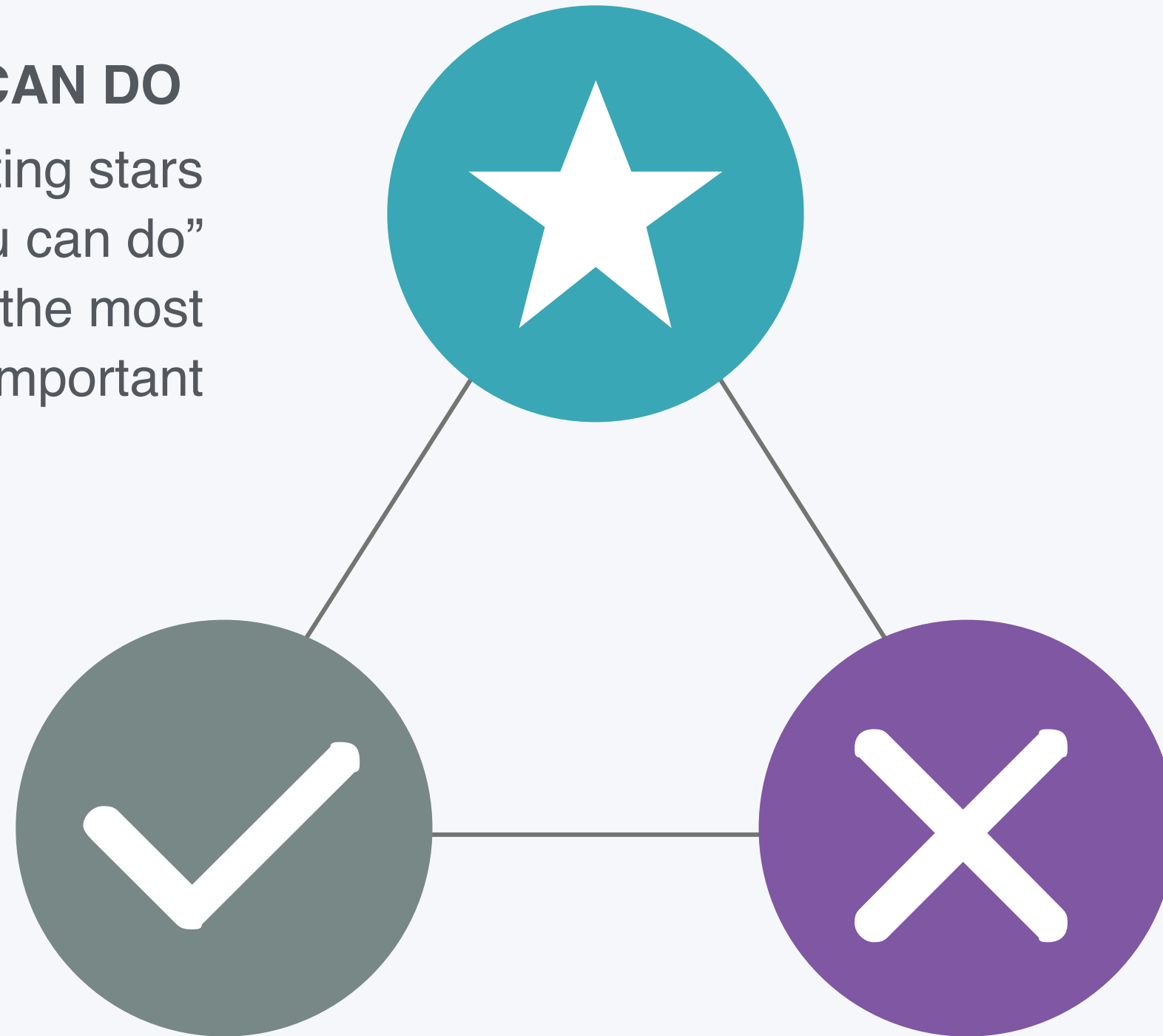
LIMIT

**YOUR WORK TO YOUR
BEST 20%**

THINGS ONLY YOU CAN DO

I recommend putting stars around “things only you can do” category as these are the most important

**THINGS SOMEONE ELSE
CAN DO**



**THINGS YOU SHOULD
STOP DOING**



THINGS ONLY YOU CAN DO





THINGS SOMEONE ELSE CAN DO





THINGS YOU SHOULD STOP DOING






The **D** **O** **L** **E** **S** **S** method



E D I T



Track your time 



A Notebook or Excel Spreadsheet 



RescueTime





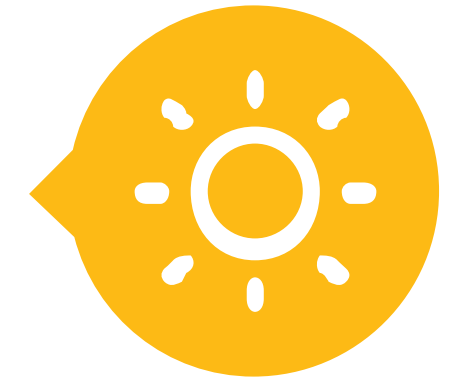
The **D** **O** **L** **E** **S** **S** method



STREAMLINE



Develop a morning routine





Do you have a morning routine?

#CHAT



My Morning Routine

PRESENTPRINCIPLE



(P)ray or Pause 



(R) e a d 

STREAMLINE



(E)xpress 



(S)chedule 

The text '(S)chedule' is written in a dark grey, sans-serif font. To the right of the text is a yellow circular icon containing a white calendar symbol with a checkmark at the bottom right.



(E)xercise 

The text '(E)xercise' is in a grey, sans-serif font. To its right is a yellow circle containing a white icon of two smartphones side-by-side.

STREAMLINE



(N)ourish 

S TREAMLINE



(T)rack 



The **D** **O** **L** **E** **S** **S** method



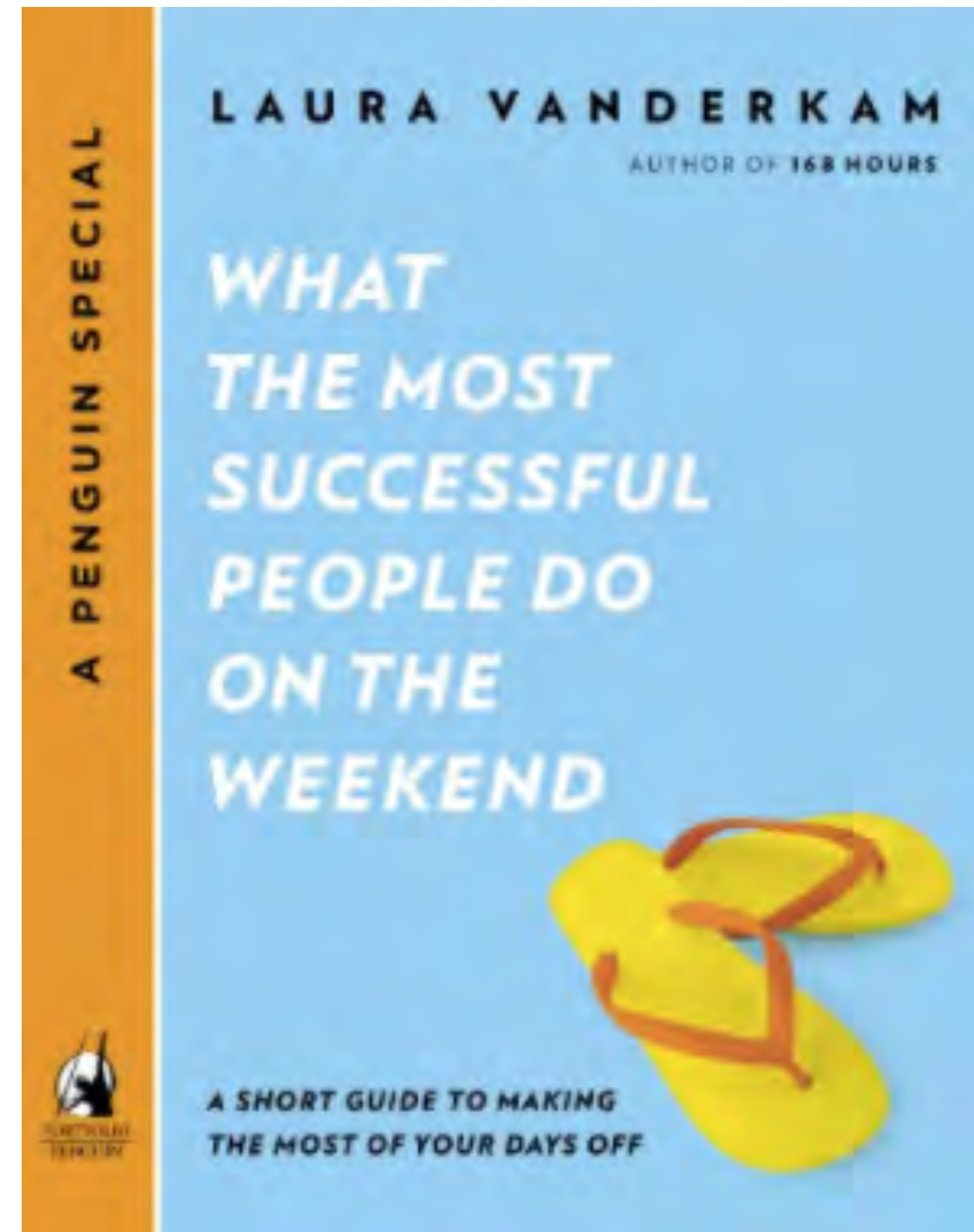
S T O P



Take a weekend off



STOP



- ▶ Brainstorm Anchor Activities
- ▶ Choose 3-5
- ▶ Rest, Personal Time, Family/
Friends



The **D** **O** **L** **E** **S** **S** method



Why did you show up today?

#CHAT



I don't know where to start.

FEAR



BUSY IS THE NEW NORM.

DOUBT



This is how it always will be.

INERTIA



**Deep down you know there
is a better way...**

The **D** **O** **L** **E** **S** **S** method

**Change the way you
work**

Q+A

