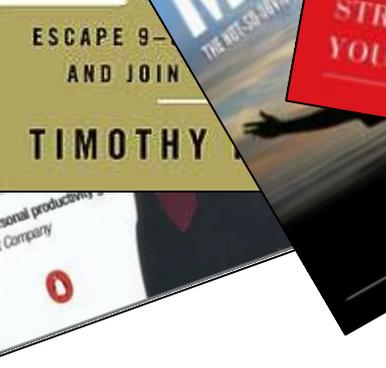
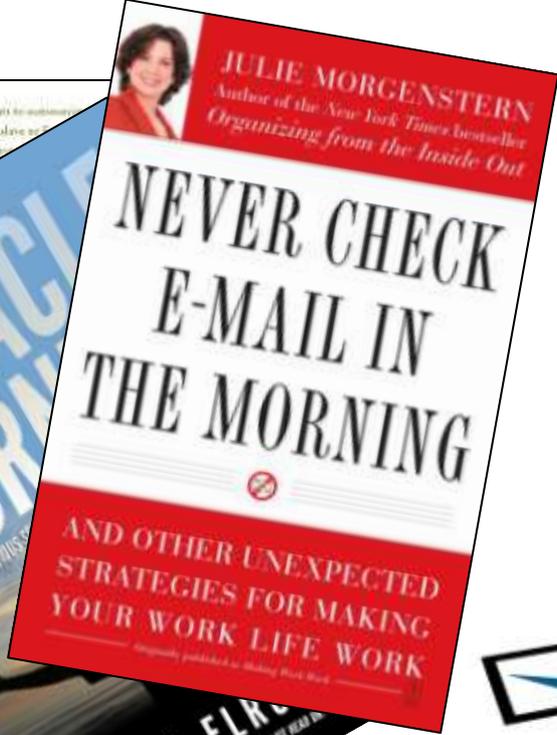
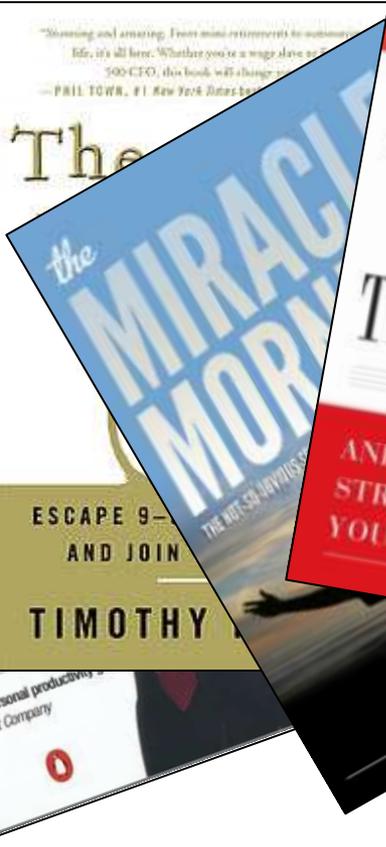
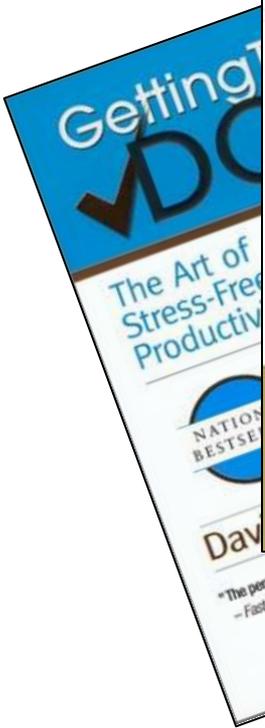


How to Fix Your Productivity to Amp Up Your Results



A confession ...



productive
FUNDRAISING

wake up shoes in
do rest of chores
Read
snuggle if unuf time
Play video games
breakfast more video games
get dressed and brush teeth
do ^{spiano} homework
lunch ice scuite with mom
amb Alex chocolit world pidno
dinner go to get and snuggle
sleep

systems guy

- 1) Focus on the basics
- 2) Build the system
- 3) Put it on autopilot



**BUT
WHY?**

#productivitynerd

**BAND REHEARSAL
AREA
USE CAUTION
WHEN PARKING**









I've just always had
TOO MUCH to do
and NOT ENOUGH
time in which to do it.

Sound familiar?

Who is this guy?

And why does he think
he knows what he's
talking about?

career
fundraiser



CFRE™



productive
FUNDRAISING



33 hacks that the
busy professional can
implement to find more
time, energy and focus
to better serve their
work & passion(s)

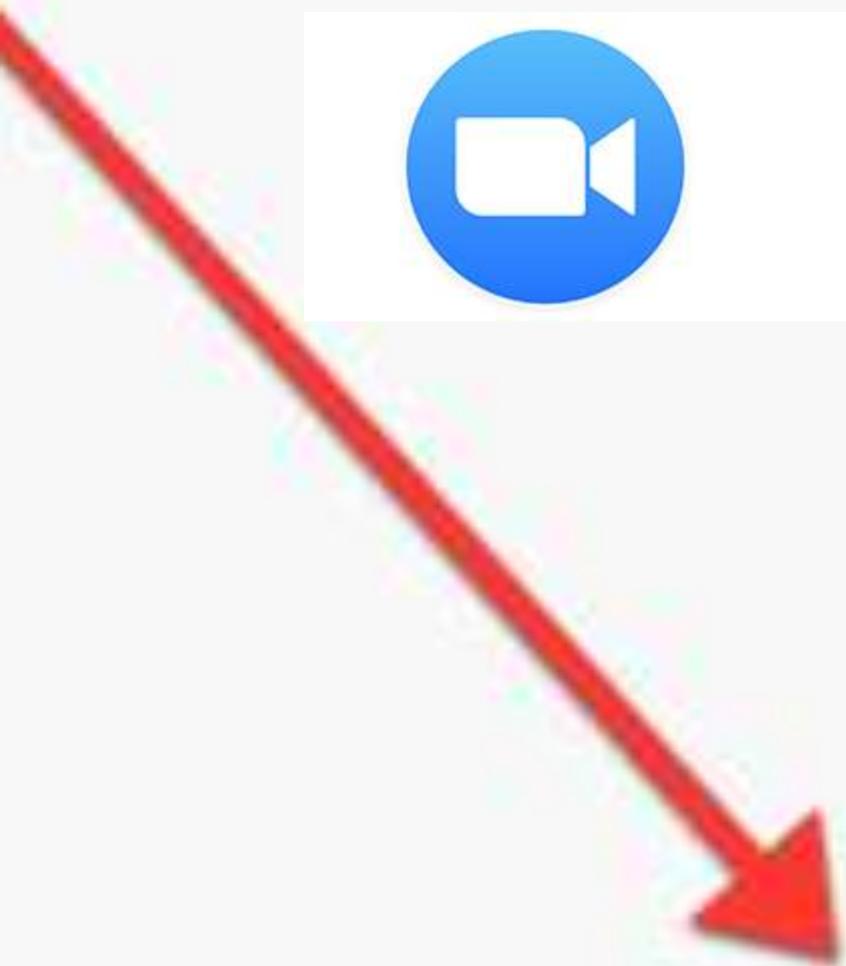
hack (n)

a strategy or technique
adopted in order to manage
one's time and daily activities
in a more efficient manner



zoom

Video Conferencing



1

Participants



Q&A



Polling

Sh

SLIDES + RESOURCES

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But what do we mean
when we use the term
PRODUCTIVITY?

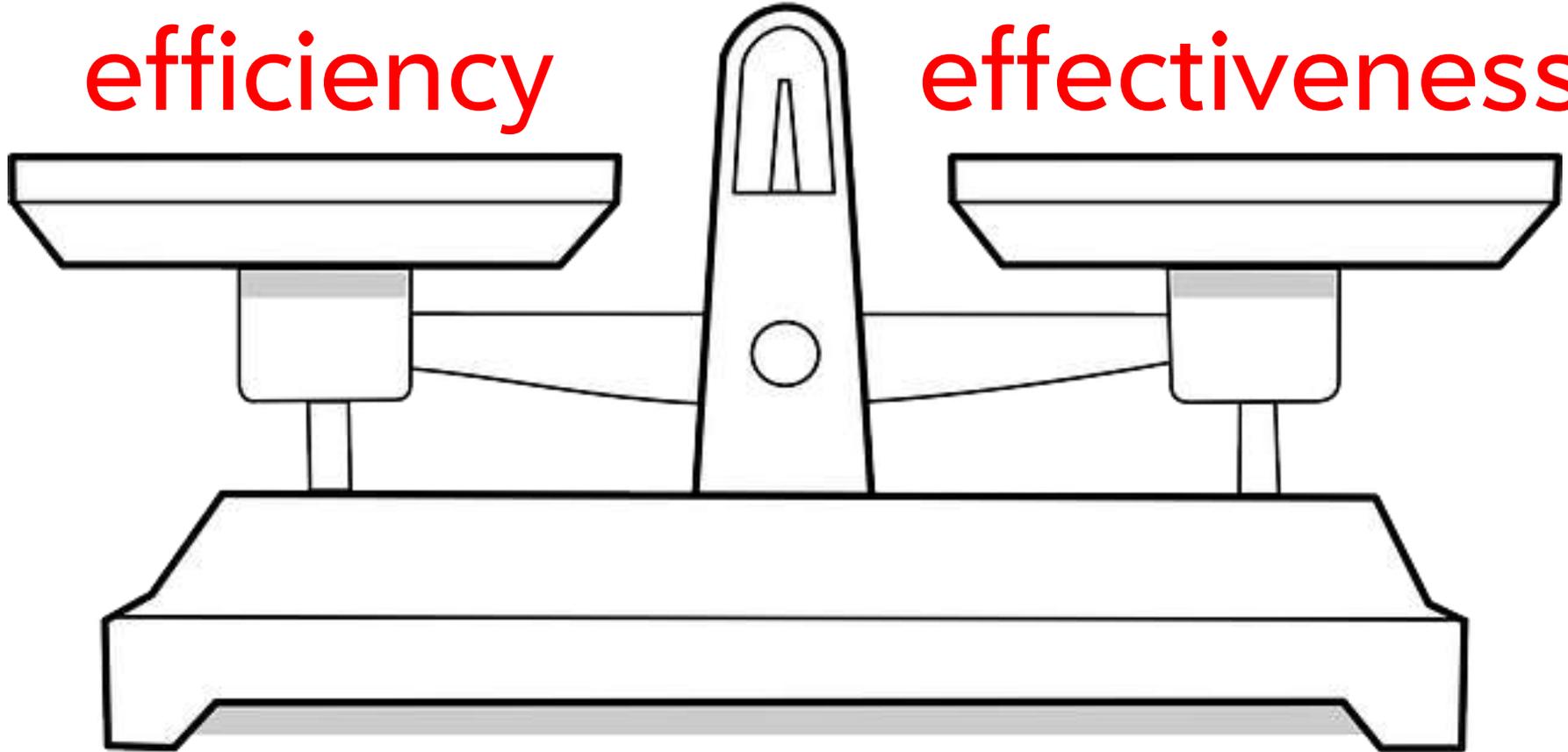
how you do it



what you do



efficiency



effectiveness

Onto the hacks...

TIME, ENERGY & ATTENTION





own your mornings

#1



or your evenings

#2



eat the frog

#3



or start with a few tadpoles

#4



no multitasking

#5



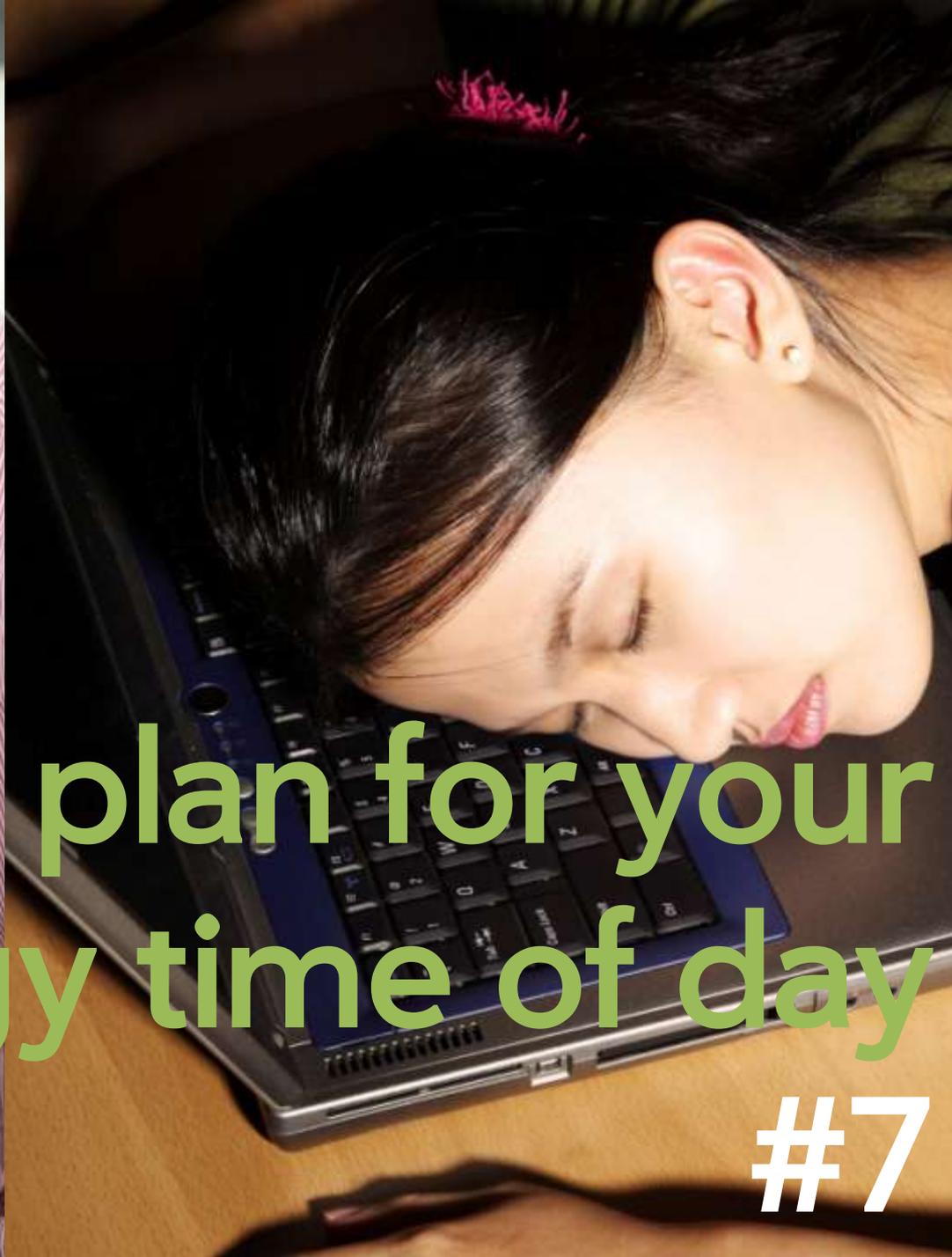
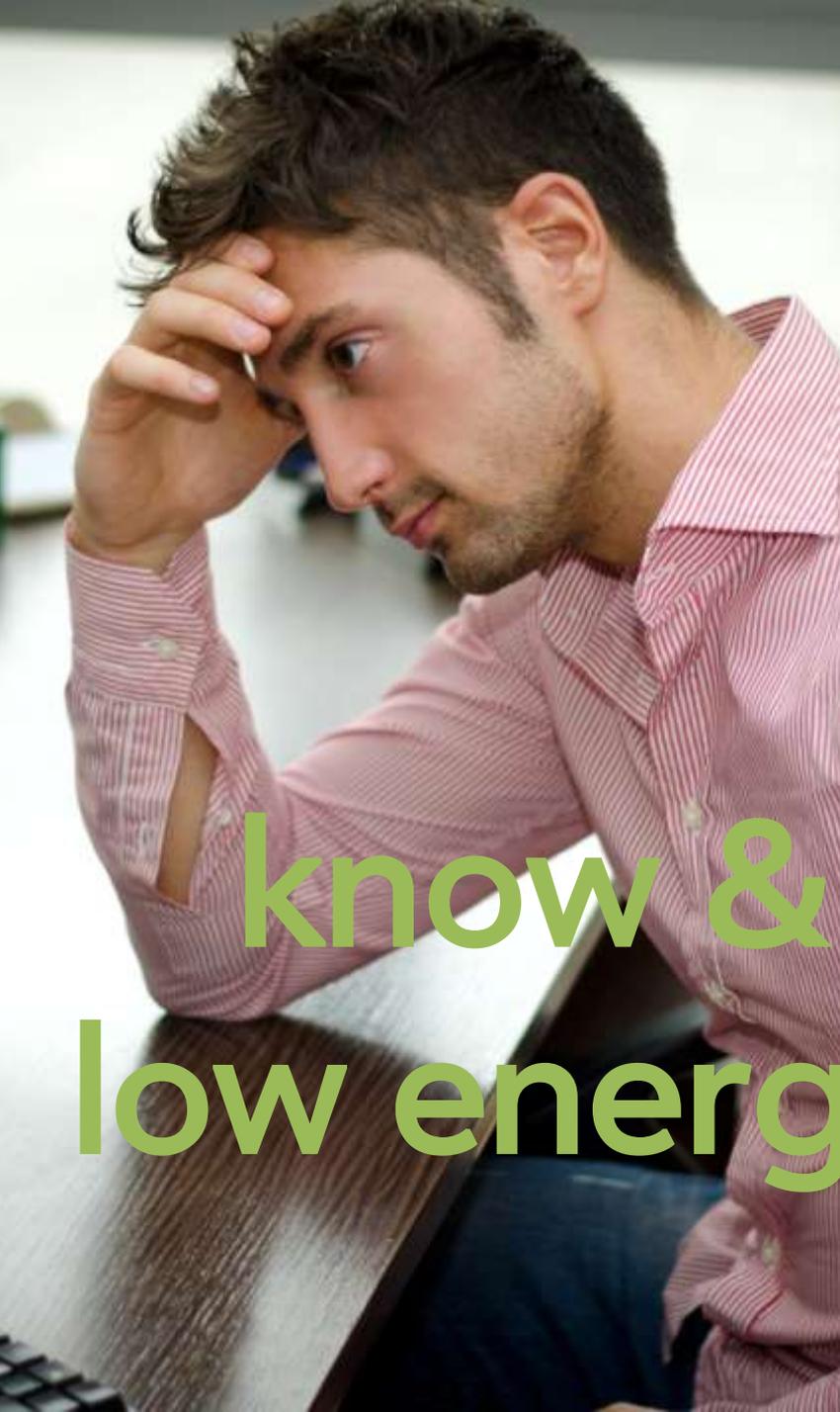
English Jane Finch 0 Talk Preferences Watchlist Contributions

Notifications ?

-  Johnny Demo mentioned you on **User talk:Johnny Demo**.
Responded to Jane
33 minutes ago | [View changes](#)
-  Johnny Demo posted on your **talk page**.
Hi Jane: *new section*
41 minutes ago | [View changes](#)
-  **Johnny Demo** thanked you for your edit on **User talk:Johnny Demo**.
Hi Demo: *new section*
38 minutes ago | [View edit](#)

» [All notifications](#) ⚙️ [Preferences](#)

turn off non-essential
notifications #6



know & plan for your
low energy time of day

#7



plan your dinners #8

TEA Framework

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MEETINGS





**I SURVIVED
ANOTHER
MEETING
THAT SHOULD HAVE
BEEN AN
E-MAIL**



Fisher-Price

Fisher-Price

Ages 4+

Now your kids can suffer just like you!

Grab your latte and get ready to join the conference call that never ends! From the hold music to the endless circular conversation, the Soul-Crushing Meeting playset will keep your kids busy for hours!

Comes with:
Conference Phone
Conference Table
4 Chairs
4 Coffee Cups

adam.the.creator

Soul-Crushing Meeting

Conference Phone
Conference Table
4 Chairs
4 Coffee Cups



MADE WITH MÖMUS



DOES IT SPARK JOY?

marie kondo your
meetings #9





the 2 pizza rule #10



no reports @ meetings #11

**Who is going to do
what by when?**

ensure action #12

LEARNING





If it ain't
broke,
don't fix it.

Learn something new
every day #13



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read, every day #14

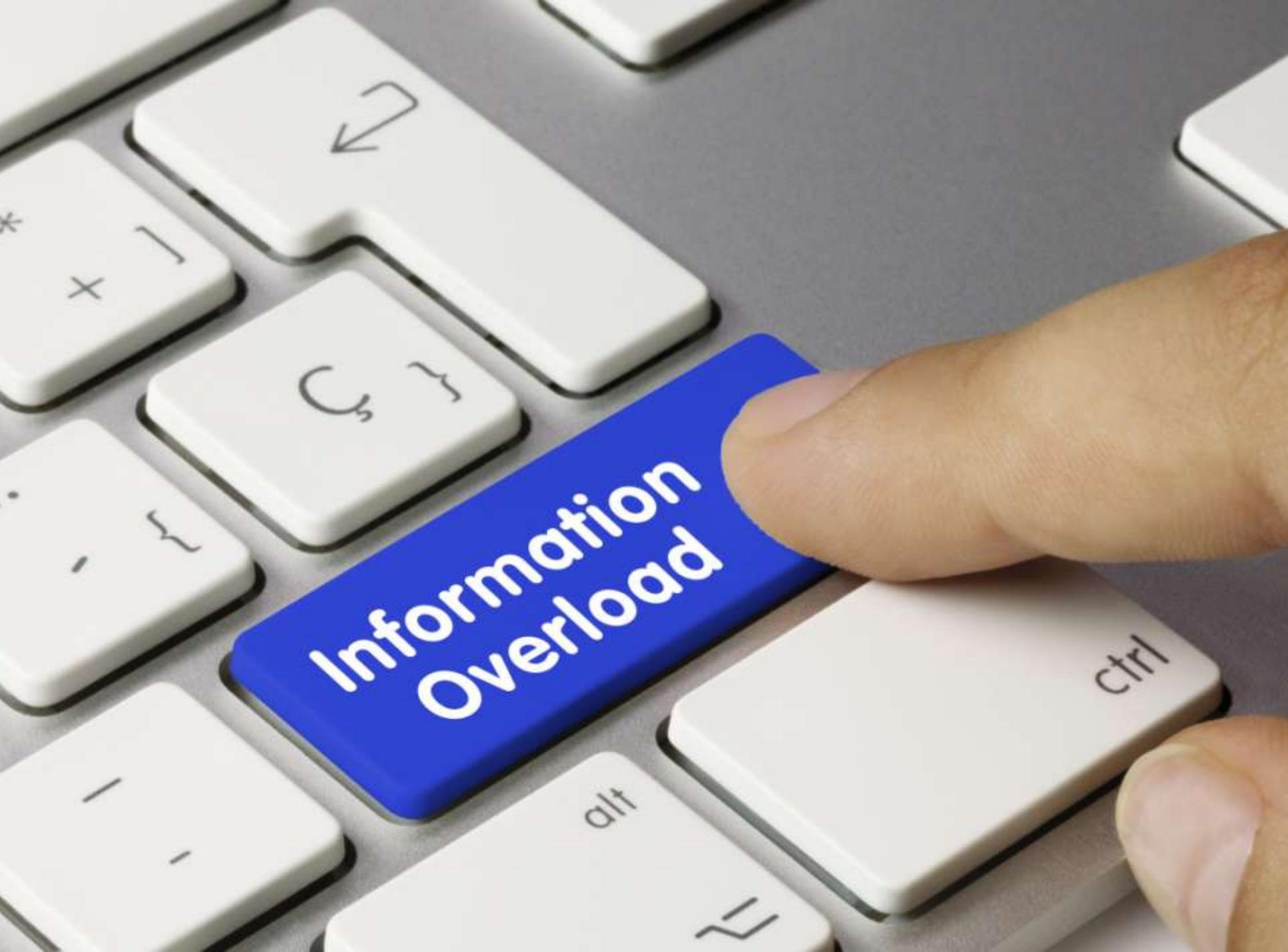


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utilize your waiting
time #15

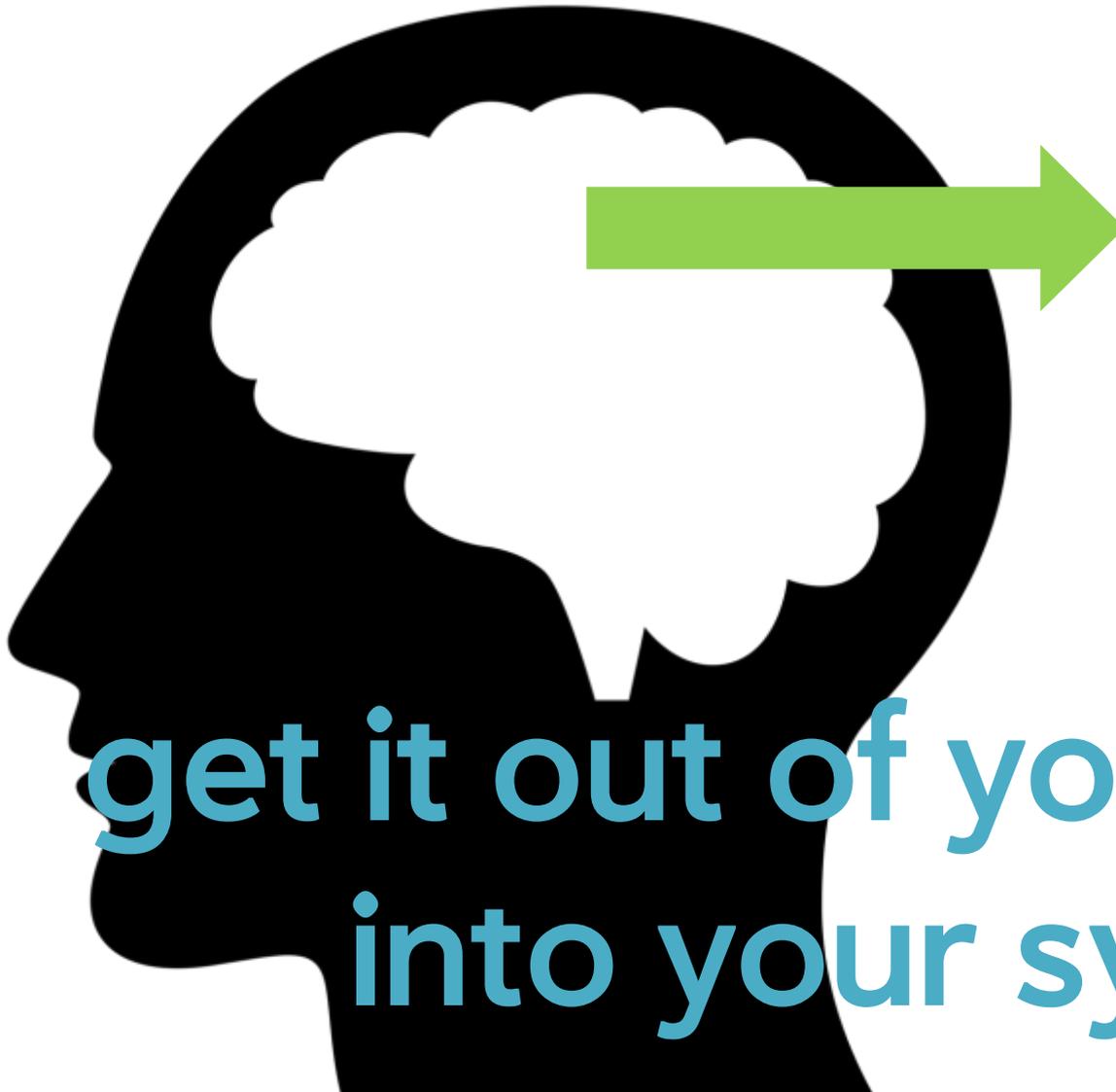
INFORMATION OVERLOAD





**Information
Overload**

TO DO LIST



get it out of your head &
into your system #16

“Your mind was
meant to be a
factory, not a
warehouse.”

- Mike Vardy

Your Personal Productivity Style



PERSONAL

PRODUCTIVITY

CARSON TATE

work
simply

productivefundraising.com/resources

EMBRACING THE POWER OF YOUR
PERSONAL PRODUCTIVITY STYLE

PRIORITIZER

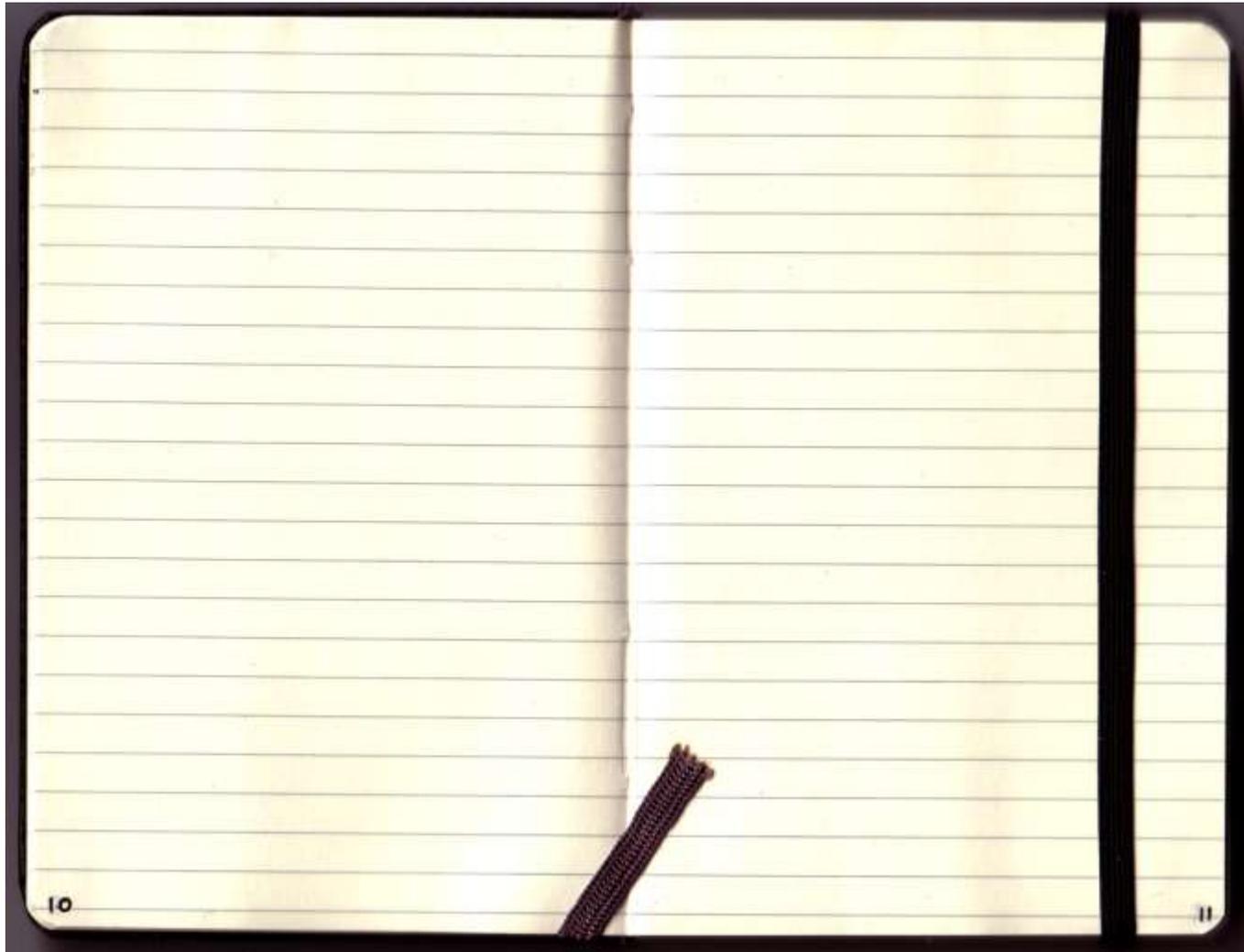
PLANNER

ARRANGER

VISUALIZER

There is no **RIGHT**
or **WRONG** style.

The key is knowing your
style & **OWNING IT**



capture everything #17



alexa

capture when on the go

#18

ADD
NOTE TO
PRESENTATION



capture in the
shower #19



fundraiserchad [Profile icon] [More options icon]

fundraiserchad I bet @theatrekim is mighty proud of herself for commandeering my #productivity bath crayon and creating this display in our shower. Yes, that's right, I said productivity bath crayon (because all the best #fundraising ideas come in the shower). #productivitynerd #fundraisinglife #marriagepranks #halloween 🎃

117w

angiejoneswrites I saw this on buzzfeed and I support your productivity bath crayon. brilliant! I've added my own to the cart 🛒

16w 1 like Reply

Like, Comment, Share, Bookmark icons

Liked by leamerman and others

OCTOBER 29, 2018

Add a comment... Post





Parents • Posted on Oct 4, 2020

15 Wives And Girlfriends Who Outsmarted Their Partners In Ways They Didn't Even See Coming

These wives and girlfriends: 1. Their partners: 0.



by **Asia McLain**
BuzzFeed Staff

[View 39 comments](#)



100 GREAT
on BuzzFeed

Now Playing Drunk!



EMAIL



Compose

Inbox (179)

Drafts

Sent

Spam (85)

Trash

179 unread emails

The average
executive receives
116 emails per day.

source: Rory Vaden, 2019

The average professional spends 28% of the work day reading and answering email.

source: McKinsey, 2020



send fewer emails #20



minimize the boomerang
effect #21



schedule & triage #22

WORK + LIFE

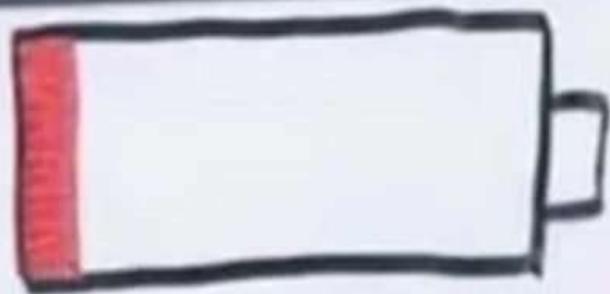




seek harmony, not
balance #23

SOME DAYS
YOU EAT SALADS
AND GO TO THE GYM,
SOME DAYS
YOU EAT CUPCAKES
AND REFUSE TO PUT
ON PANTS.

its called
balance.



You wouldn't let this happen to
your phone.

Don't let it happen to you either.

Self care is a priority.
Not a luxury.

What's your
REST ETHIC
like these days?

establish a rest ethic #24

work self

home self

just be yourself #25

automate the
delivery of your
weekly/monthly
essentials

#26



never stop
dating #27



2-2-2

use a date
night rule #28

ZOMBIE APOCALYPSE

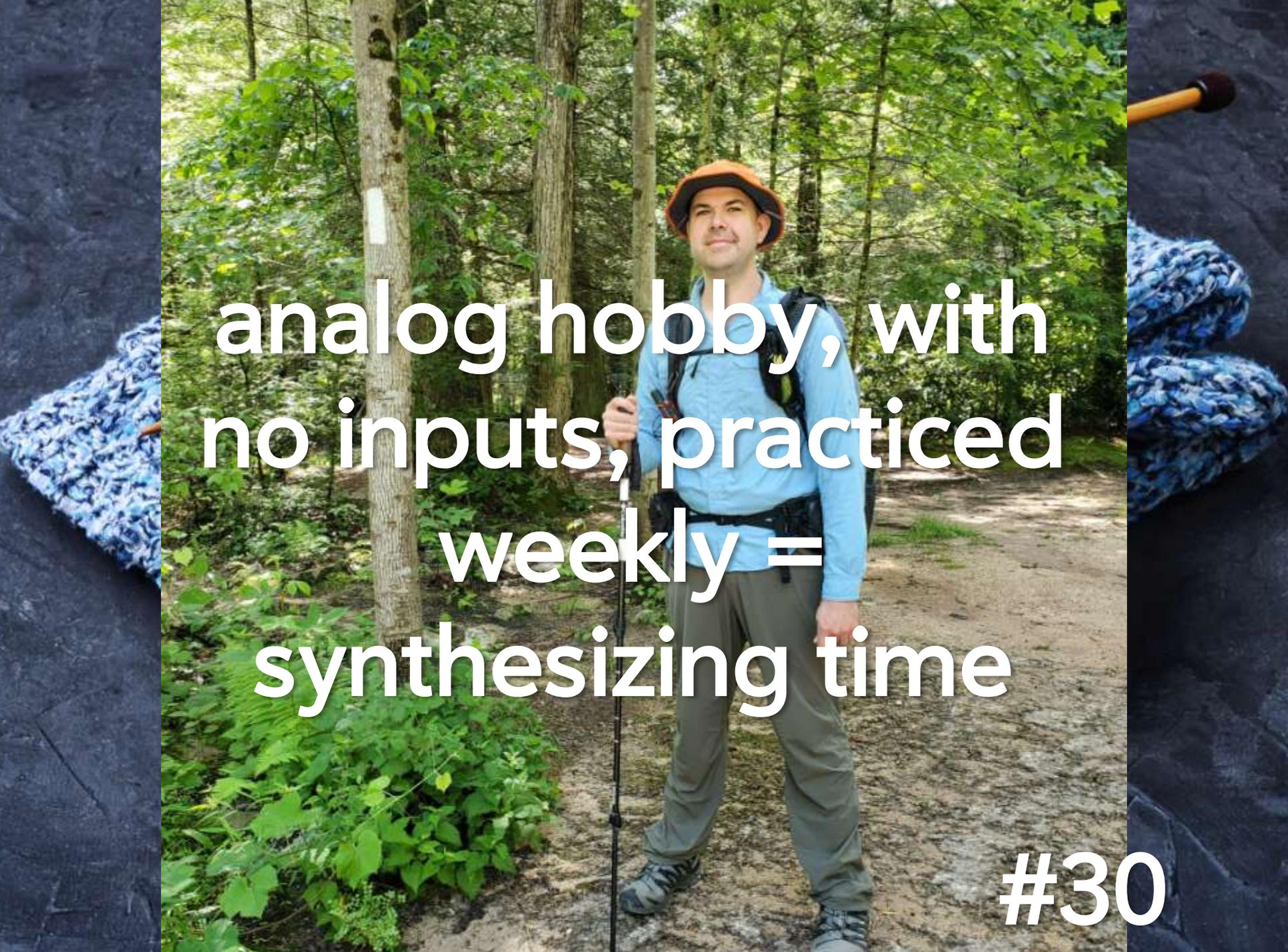
WHAT WE THINK IT LOOKS LIKE:



WHAT IT REALLY LOOKS LIKE:



zone out productively #29

A man wearing a blue long-sleeved shirt, grey pants, a backpack, and an orange hat stands on a dirt path in a forest. He is holding a trekking pole. The background is filled with green trees and foliage. The text is overlaid in white on the image.

analog hobby, with
no inputs, practiced
weekly =
synthesizing time

#30

#fundraisingnerd



show gratitude #31

The 3 Minute / 3 Sentence Thank You Note Formula

sentence 1 = what you saw / what happened

sentence 2 = the impact of what you saw on
you or your organization

sentence 3 = what you appreciate about the
person's role in what you saw

VANCE -

THANKS AGAIN FOR TALKING
THIS TIME TO MEET WITH
ME THIS WEEK. I'M CONFIDENT
THAT BY WORKING TOGETHER WE
CAN BOTH INCREASE OUR IMPACT
ON THE LOCAL ARTS SCENE. I
GREATLY APPRECIATE YOUR
DEDICATION TO
THE CAUSE! ♡

THANKS AGAIN,
CHAD



keep them with you #32

 **CULTURAL ENRICHMENT FUND**
PO Box 1204 - Huntington, VA 22404



Joe D...
105 Main St
Annapolis, VA 20705



Dear _____



30

give any hack 30 days #33



The End!

@fundraiserchad



fundraising coaching
board training
productivity coaching
online fundraising certificate
capital campaign support
keynotes & workshops
(in person & online)

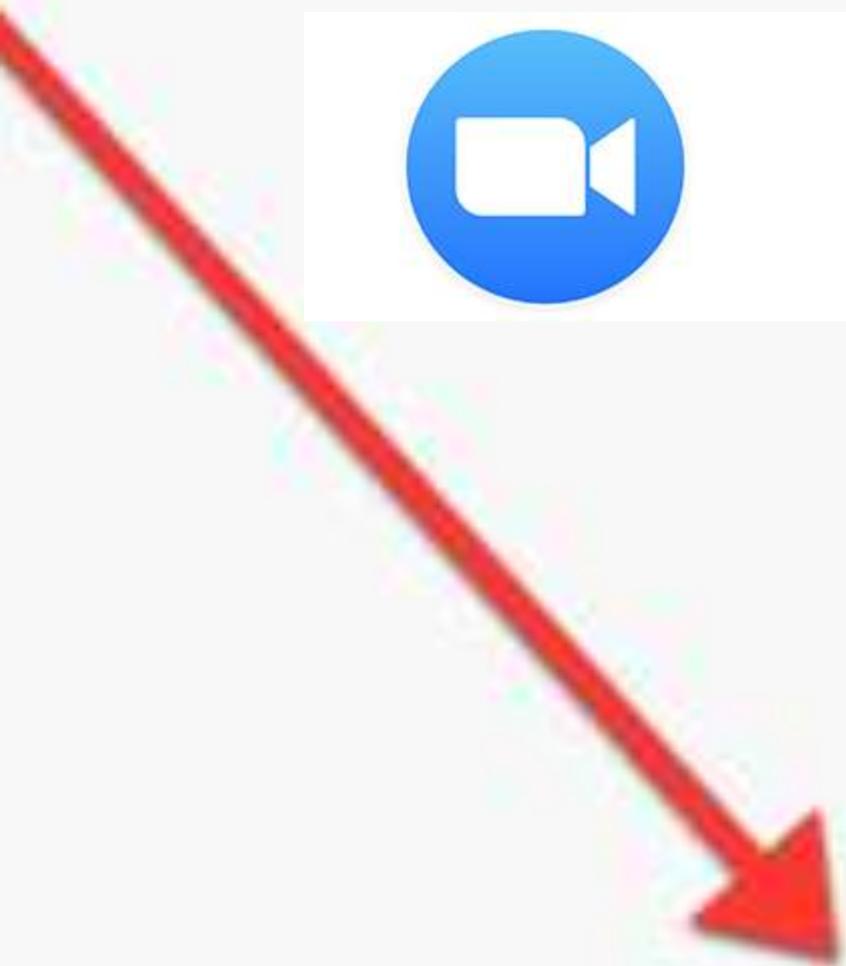
questions





zoom

Video Conferencing



1

Participants



Q&A



Polling

Sh

questions

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