



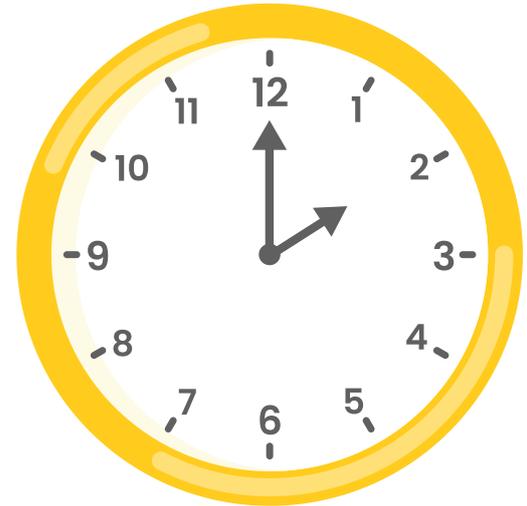
The Two-Minute Rule

Let's get things done!

Prevent procrastination one task at a time.

"IF AN ACTION TAKES LESS THAN TWO-MINUTES, IT SHOULD BE DONE THE MOMENT IT IS DEFINED"

- David Allen



- Create momentum through tiny wins.
- Break big tasks in to easy two minute tasks.
- Get rid of chores
- Control your to-do list

