



# FOCUS

**Life is full of competing demands. Our ability to choose our focus is at the heart of a happy, productive life.**

1. There's no such thing as multi-taking - we have one torchlight, and wave it between tasks
2. Focus is tied most closely to the visual field. Declutter your desk, remove distractions such as pop-ups, or if you are focusing on a relationship, remove anything that will compete for your attention.
3. Be intentional. "What needs the benefit of my focus most right now?"
4. Warm up to quality focus time by putting an X on a post-it note on the wall and practicing focusing for 3 minutes without moving your gaze.
5. Set time-limited periods of focus and be realistic. 90-minute blocks at the most
6. Depending on how used to caffeine you are, 100-200mg of caffeine 30 minutes before focus is required.
7. A cold shower or cold exposure within an hour of focus time.
8. Focus is more effective in a slightly fasted state rather than following a meal.