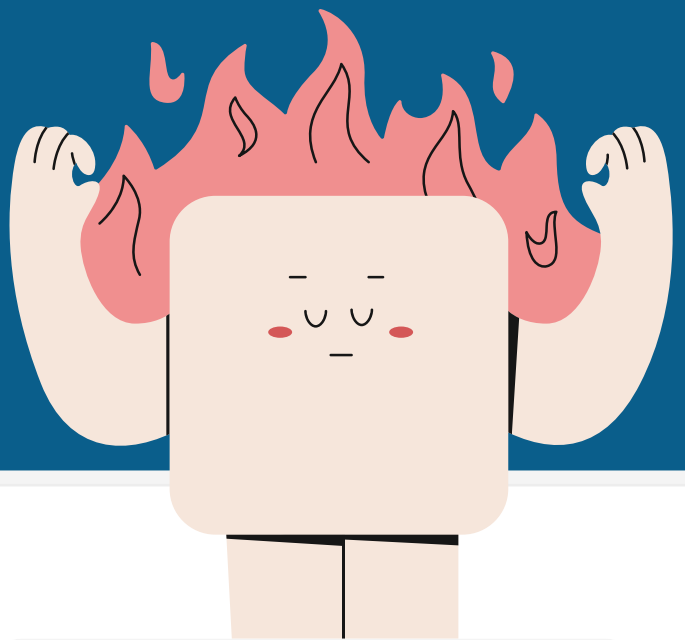# How I stopped overworking and achieved more

Staying productive is tough. I tested concepts from "Deep Work" and transformed my routine.

## Key concepts of "Deep Work":

### Work deeply: Focus on important tasks.

◆ Focus on important tasks.

◆ Prioritize "deep work" over shallow tasks.

**Action:** Writing a book vs. checking emails

### Embrace boredom

◆ Train your brain to handle boredom for better focus.

◆ Set aside time daily to sit quietly or meditate.

**Action:** Writing a book vs. checking emails

### Quit social media

◆ Reduce time spent on social media platforms.

◆ Eliminate time-wasting apps.

**Action:** Take a week-long digital detox.

### Drain the shallows

◆ Cut down on easy but low-value tasks.

◆ Plan and organize your day.

**Action:** Concentrate on more important tasks first.

## Personal experience:

**Before:** Lengthy writing sessions, constant distractions.

**After:** Shorter writing times, greater focus.

## Tools that helped:

◆ **Focus:** Blocks distractions.

◆ **Serenity:** Mutes notifications.

◆ **Structured:** Easy daily planning.

◆ **UpLife:** Guides meditation.

◆ **IM+:** Packs all social media into one app.

**Takeaway:** It's not enough to just read the book; you have to act on it.