



Dear Jeff,

Thank you for taking the time out of your schedule to speak to the Lufthansa CHIGP group. It was great timing as I've been working on de-cluttering, organizing, and trying to focus on what's really important to me since the end of last year. Your presentation was very helpful in providing reasons to why we feel so stressed and time pressured. Below is what stuck with me and what I intend to work on.

- The 5 forces of time pressure: population, information, media, paper, and choices
- Understanding the reason why so many people are on meds today
- How vital sleep is to being effective the next day
- How flat surfaces are like aircraft carrier decks
- No such thing as an organizational fairy
- COMPLETION! – I already started practicing it.
- I'm going to consider hiring a cleaning service for my condo
- Following through on replacement technique – remove 1 old item for every 1 new item at work and in my home office, not just clothes!
- Make sure I determine what I want to accomplish in a day not others deciding for me
- Make sleep a priority
- Ask myself – “will it matter in a week?”
- Remind myself – “you are whole & complete right now”
- Not feeling like I have to know everything (problem with keeping too much paper) impossible to do in a lifetime!

Having you speak for 3 hours was a good start to helping everyone manage their time better. I would like to see our team be able to have a follow-up session – if there is one – on beyond these initial techniques.

The only suggestion I can think of is to have each person state some time issue they're struggling with and for you to be able to comment on it. Maybe have everyone write their question on an index card prior to your presentation and collect them at the end for some Q&A.

Thank you again for speaking to the Lufthansa CHIGP group!

Kind regards,
Liz Gallagher

P.S. Thank you for a copy of your book, The Joy of Simple Living. I know I will be able to learn & incorporate additional time management techniques due to having your book!

There's no better way to fly.SM



A STAR ALLIANCE MEMBER 