

Tradition Versus Breathing Space

<i>Technique</i>	Premise	Traditional Method	Breathing Space Way	Results
<i>Flat surfaces</i>	Stuff accumulates	Shuffle items from A to B	Control the flat surfaces in your life	Feel in control
<i>Managin the Beforehand</i>	Rushing is stressful	Deal with the aftermath	Take action in advance	Experience less stress
<i>Conditioning Your Environent</i>	Distractions are inevitable	Deal with distraction	Control your space	Achieve great productivity
<i>Multiple Stations</i>	Toting items requires planning	Make lists, juggle goods	Pre-distribute commodities	Carry less, remember less
<i>Replacements</i>	‘I lack adequate space’	Cram more into the same space	Revolve and recycle your possessions	Practice space management, be clutter free
<i>Choosing</i>	‘I’m not free to choose’	Choose what you’ve always chosen	Make new choices	Grow, move on
<i>Completion</i>	Life is a blur	Complete items on to-do list, then race to do more	Create mental partitions	Have time slow down, avoid overwhelm, focus
<i>One thing</i>	‘I must multitask to cope’	Offer passive attention in several directions	Offer your complete attention	Live in the moment, have a life