



# **JIM HARSHAW JR**

---

## *Revealing Failure as the Path to Success*

### **Success Through Failure Podcast**

Action Plan Episode #116

David Allen

David Allen is widely recognized as the world's leading expert on personal and organizational productivity. His thirty-years of research and coaching to leaders of some of America's most prestigious corporations and institutions has earned him Forbes' recognition as one of the top five executive coaches in the U.S. Time Magazine called his flagship book, *Getting Things Done*, "the definitive business self-help book of the decade." *Fast Company Magazine* called David "one of the world's most influential thinkers" in the arena of personal productivity, for his programs and writing on time and stress management, the power of aligned focus, and his groundbreaking methodologies in management and executive peak performance. David is the international best-selling author of three books including, as I mentioned, the book he's most known for *Getting Things Done: The Art of Stress-Free Productivity*.

### **Quotes**

"You teach what you need to learn the most."

"You need to pay appropriate attention to whatever has your attention. Otherwise, it would take more of your attention than it deserves."

"All you have to do is do the behaviors that move you into the zone. Assess current reality, decide desired outcome, focus on the next action and engage."

"Make as many mistakes as you can, just make sure you got some sort of directionality about them."

## About Learning the Process/Methodology to Success

"The fact that I had no focus and didn't know what I wanted to do, and then started to uncover how to discover that and how to engage with that, not to have a final answer but to understand what the process was, I think that was my master key."

## About the Book "Getting Things Done"

"Anybody who actually reads it and picks up the methodology, it's not some high-tech thing you don't understand. It's simple behaviors, but if you do those simple behaviors in the way I laid them out, in a consistent way, then it produces transformative results in terms of your ability to be clear and to be focused."

## About Doing the Things That Comes to Mind

"Unfortunately, when you think of something that you might, need, could, would, should do something about and you just leave it in your psyche, that place that you leave it doesn't seem to have a sense of past or future. So it keeps spinning. As soon as those things pop in more than once, you haven't properly engaged with your commitments."

## Action Item

Number 1: Buy *Getting Things Done* if you don't have it yet. It's a manual for the rest of your life.

Number 2: Get a pen and paper, and take an hour and unload your head of every single thing that has your attention.

Number 3: Take the top 10 or 15 things – they're the ones that have your attention the most – and decide what's the very next action you need to take.

## Website and Social

Twitter: <https://twitter.com/gtdguy>

Website: <http://gettingthingsdone.com/>

Getting Trained: <http://gettingthingsdone.com/global-partners/>

Instagram: <https://www.instagram.com/dallen45/?hl=en>

Books:

*Ready For Anything: 52 Productivity Principles for Getting Things Done*

<https://www.amazon.com/Ready-Anything-Productivity-Principles-Getting/dp/0143034545>

*Getting Things Done: The Art of Stress-Free Productivity*

<https://www.amazon.com/Getting-Things-Done-Stress-Free-Productivity-ebook/dp/BookWg9M2E>

*Making It All Work: Winning at the Game of Work and Business of Life*

<https://www.amazon.com/Making-All-Work-Winning-Business/dp/0143116622>

### **Recommended books**

*The Inevitable: Understanding the 12 Technological Forces that will Shape Our Future*  
by Kevin Kelly

<https://www.amazon.com/Inevitable-Understanding-Technological-Forces-Future/dp/0525428089>