

## If you want something done, give it to a busy person

Allison Giddens, Women in Manufacturing – 2019 SUMMIT

I need help with:	Try this program/app/technology:
Distractions and focus	-RescueTime.com -Offtime.app -FocusBoosterApp.com -Unroll.me
Getting organized	-Google products (color code!) -Wunderlist -Fleep, HipChat, Slack, Zoom
Combating eye strain	-Blue light glasses -Eyeleo.com
Streamlining technology	-IFTTT.com -Calendly -Google Alerts
Security and backups	-LastPass -Duo -Google Authenticator -Crashplan, iDrive, Backblaze

Like this stuff? Visit the blue URLs to check out more!

**The digital swirl is real, it's disconcerting and its loaded with possibility.**

[shorturl.at/gHM68](https://shorturl.at/gHM68)

**You are almost definitely not living in reality because your brain doesn't want you to.**

[shorturl.at/foIj8](https://shorturl.at/foIj8)

**Why we hate not finishing what we start... and a possible route to greater satisfaction.**

[shorturl.at/mzX37](https://shorturl.at/mzX37)

**Feel busy all the time? There's an upside to that.**

[shorturl.at/uLOQ9](https://shorturl.at/uLOQ9)

### Google psychology terms:

- Availability heuristic
- Attentional bias
- Cognitive bias
- Cue-dependent forgetting
- Frequency illusion
- Sunk cost fallacy
- The Zeignarnik Effect