



THRIVING ^{ON} OVERLOAD

18 Interactive Exercises

To take your information skills and capabilities
to the next level.

Note: These exercises are excerpted from the book,
Thriving on Overload, and need the context of each book
chapter to be meaningful and fully useful.

If you don't yet have a copy of the book you can find
more information and links to where to buy it in your
country of residence at:

<https://thrivingonoverload.com/book>

THRIVING ON OVERLOAD



**THE 5 POWERS FOR SUCCESS
IN A WORLD OF EXPONENTIAL INFORMATION**

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EXERCISES

Purpose

What are your current best articulations of your life's purpose, your intentions of what you wish to achieve, that will help define your engagement with information?

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The Priority Spheres of Your Life

In this chapter I suggested six spheres to consider your relationship with information. Perhaps there are other spheres of your life that are important to you; if so, add those to the list that follows.

For each, indicate the relative importance. Don't try to allocate more than 100 percent of your attention. If something is more important, then you have to reduce from other spheres. Go on to consider for each sphere one action or habit that could improve your outcomes. Come back to this after you have learned techniques from the rest of the book.

Sphere	Proportion of Your Attention (% to add up to 100)	What Is One Thing You Can Do to Improve Your Relationship with Information in This Sphere?
Identity		
Expertise		
Ventures		
Well-being		
Society		
Passions		

Your Expertise

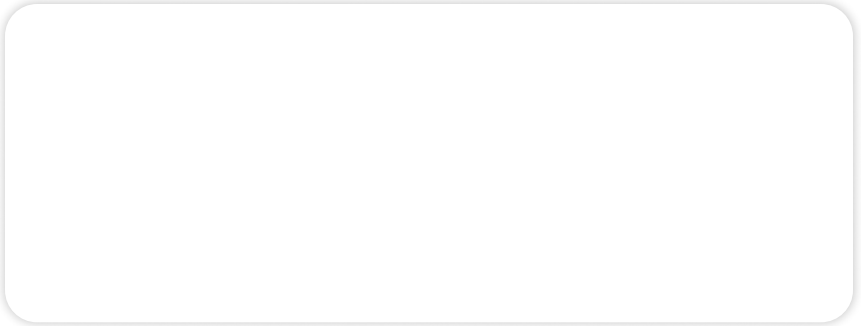
Consider your current and potential future expertise. For each domain assess your current level of expertise on a scale of 1 to 10 to help gauge what may be required to develop it.

	Area of Expertise	Current Level of Expertise
What are your current areas of expertise?		
What areas of expertise could best support your purpose and objectives?		
Where will you focus on developing breadth?		
What might your expertise be in 3 to 5 years?		
What might your expertise be in 10+ years?		

EXERCISES

Framework Topics

Choose titles for your first visual framework(s), on an area of expertise you are actively developing. The titles should clearly define the scope.

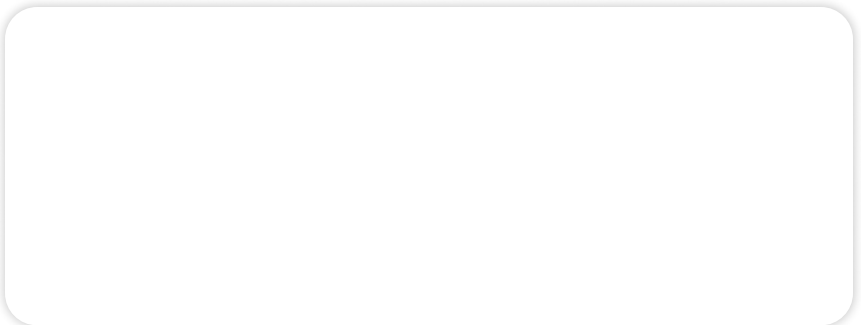


Initial Framing

Build a draft visualization of a selected area of expertise, using any technique you choose. The important thing is to start. Come back to it repeatedly to refine it, and try more than one approach.

Framework Styles

Having experimented, which approaches to framing or note-taking (from those described in this chapter or others you may have come across or created) might you adopt? Which others do you intend to try?



Framing Tools and Practices

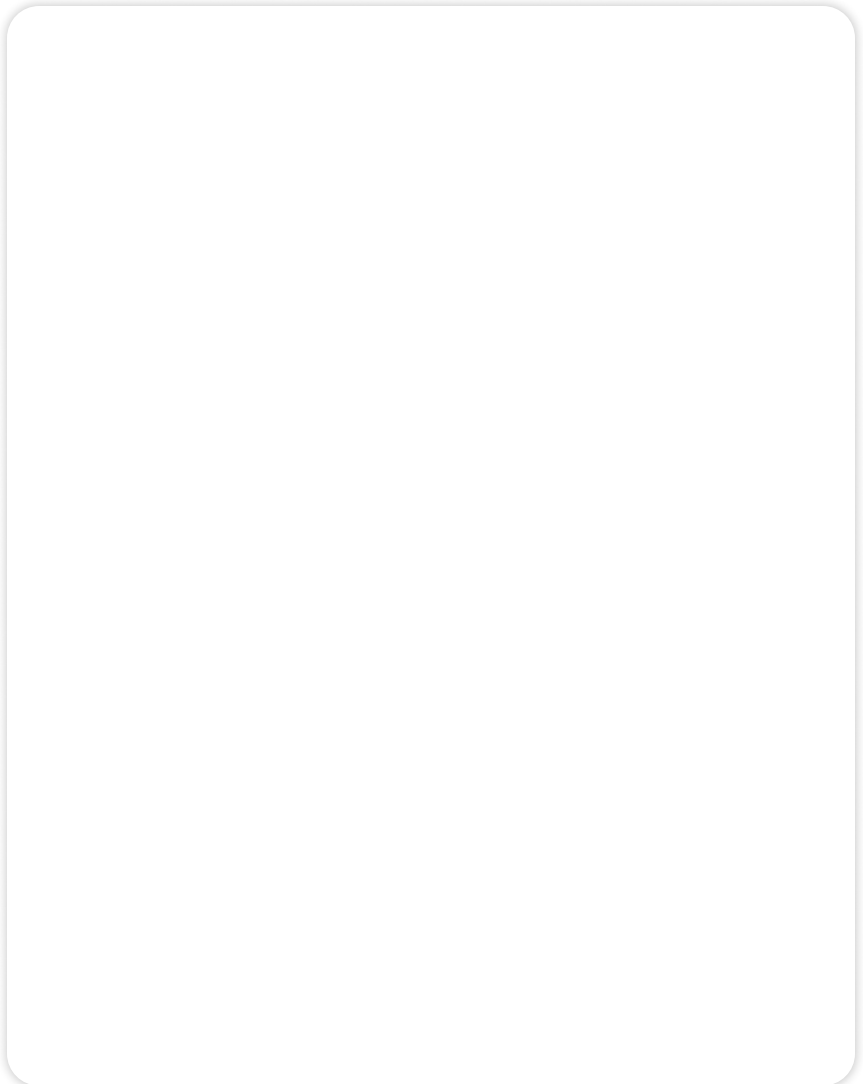
What other practices might you implement to enhance your capabilities at framing (e.g., taking notes, adding structure to your notes, using connected note-taking software, tagging your notes, writing, teaching, creating technology timelines, scenario planning, other)?

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EXERCISES

Content Filtering Framework

Try consistently applying the framework shown in Figure 3.1 earlier in this chapter as you scan and assess your information sources for one day. Which of the questions are most useful? Which come most into play? How will this change your information habits?

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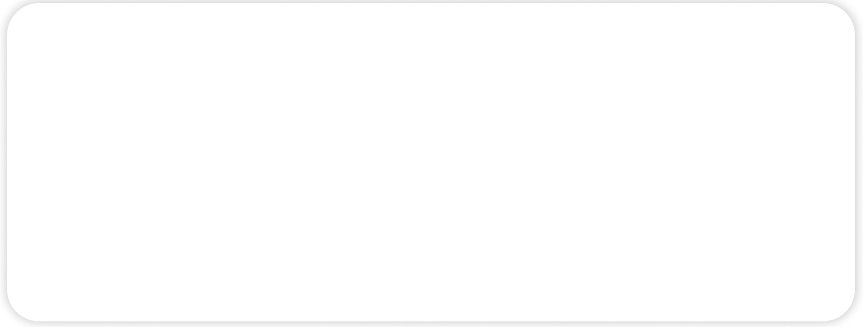
Selecting Information Portals

What information portals will you prioritize? For each portal indicate the approximate proportion of your attention you will allocate and within each your primary sources or tools.

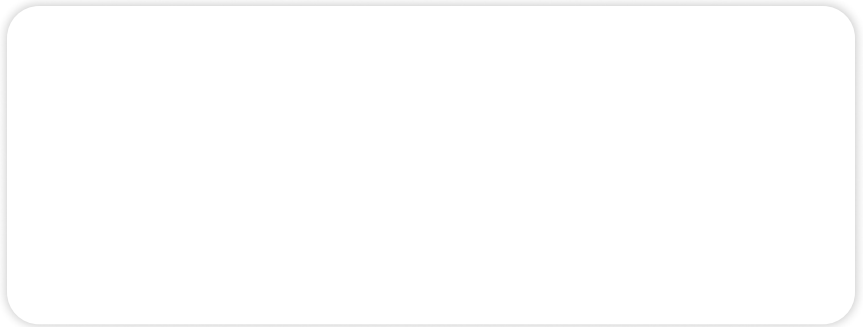
Portal	Proportion of Your Attention (%)	Primary Sources
Direct to media		
Individuals		
Feeds		
Media aggregators		
Social media		

Personal Information Networks

In which domains of expertise should you develop high-value personal information networks?

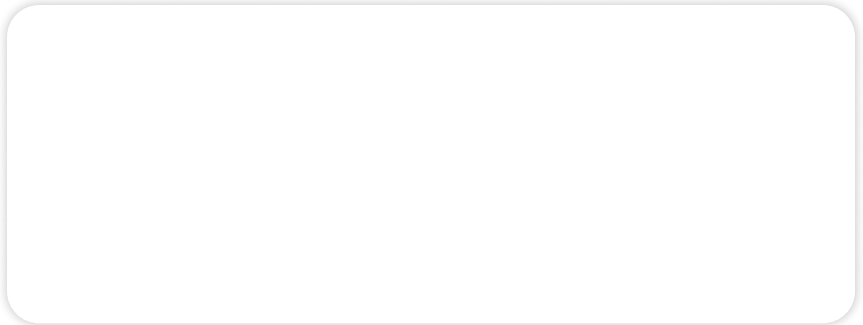


What action will you take to build them?



Filtering Inbound Requests

What filtering rules will merit a yes to inbound requests?



EXERCISES

Your Information Routine

Record your initial thoughts on developing an enabling schedule for engaging with information. For each attention mode, write intended times of the day for this activity, the duration, and frequency (times per week, daily, or more frequently).

	When?	How Long?	How Frequently?
Scanning			
Seeking			
Assimilating			
Deep-diving			
Exploring			
Regenerating			

What will you do to embed these schedules and practices into your daily activities?

Practices for Strengthening Attention

What will you do to develop your capacity for attention? What practices will you undertake, and when in your daily routine?

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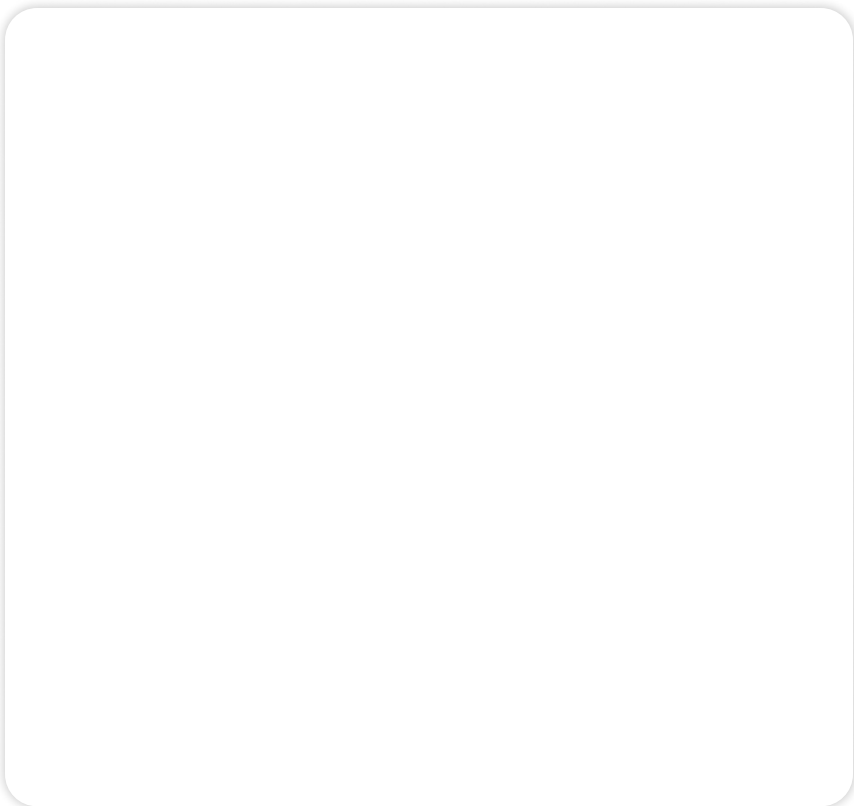
EXERCISES

Contrarian Thinking

Identify an issue related to your work where you have a strong opinion but you know some people disagree. Clearly articulate your opinion, then research and develop a strong argument for the contrary case. To make it more challenging, do it for a specific social or political issue.

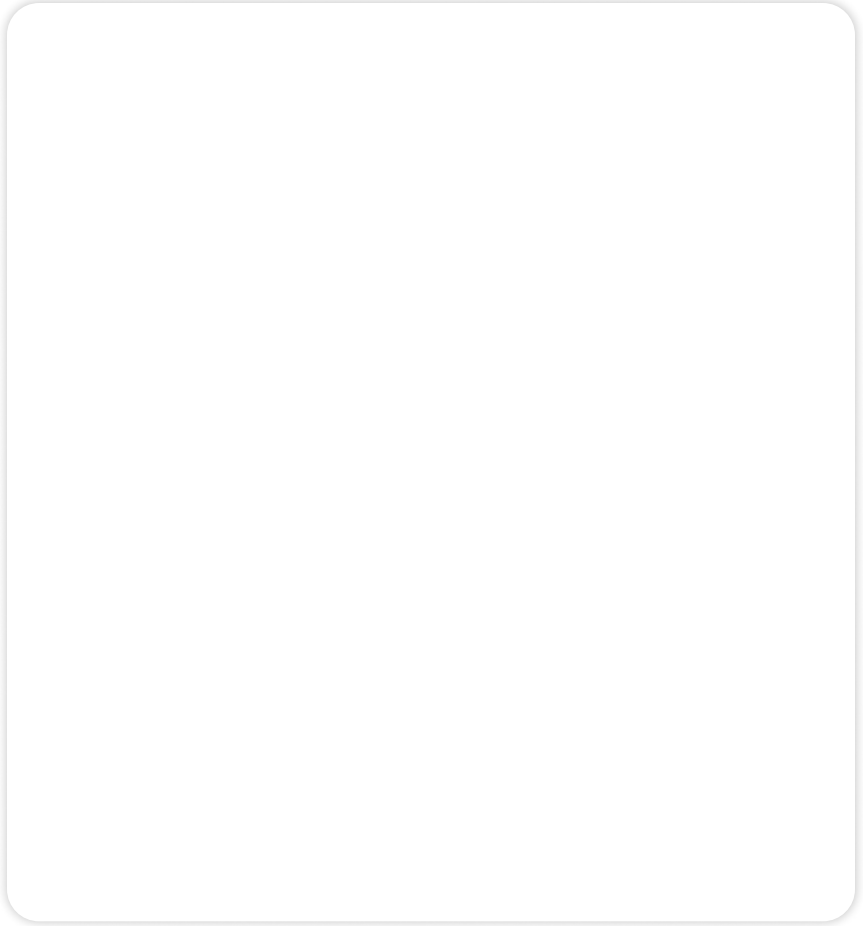
Active Open-Minded Thinking

What will you do to enhance your capability and propensity for openness to new ideas and different thinking? What thinking habits can you adopt that will help? Are there any activities that might positively shift your openness to experience?



Insight Mode

What activities or behaviors help you get into insight mode? How can you plan these into your day?

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Incubating Ideas

Choose a significant decision or conceptual challenge and aim to ready it for incubation. Consider it from as many angles as possible without necessarily looking for a solution. Later, come back to it, and find ways to bring yourself to insight mode. Make this a consistent practice and discover what approaches work best for you.

EXERCISES

Your Action Plan

In summary, what actions will you take to enable you to thrive on overload?

	What Actions Will You Take to Thrive on Overload?
Immediate	
Medium-term	
Long-term	

THRIVING^{ON} OVERLOAD

To buy the book and get extensive free resources including tools, insights, and podcast go to:

<https://thrivingonoverload.com/>



Want to continue Thriving?

Develop your information capabilities and build your Personal Information Plan with the Thriving on Overload Interactive Course:

<https://thrivingonoverload.com/course/>



And be sure to sign up to the newsletter to get WEEKLY Tips for Thriving.