

Urgency Dial

Chapter 4 • example

Finish line, block, visible clock, consequence.

Task

*the pile of school forms that has been on the bench since
term started*

Finish line (what “done for now” looks like)

every form is either signed and in a bag, or in the bin

Block (shorter than seems reasonable)

10 minutes

Visible clock

the oven timer, which I can see from the bench

Consequence (what happens when the block ends)

*the school run leaves at 8.20; I start at 8.05 and
whatever isn't done goes in the bin*

Notes

☐ **DONE FOR NOW**

Urgency Dial 1

Chapter 4

Finish line, block, visible clock, consequence.

Task

Finish line (what “done for now” looks like)

Block (shorter than seems reasonable)

Visible clock

Consequence (what happens when the block ends)

Notes

☐ **DONE FOR NOW**

Urgency Dial 2

Chapter 4

Finish line, block, visible clock, consequence.

Task

Finish line (what “done for now” looks like)

Block (shorter than seems reasonable)

Visible clock

Consequence (what happens when the block ends)

Notes

☐ **DONE FOR NOW**