



05 October 2021

Hello ,

This email landed in your inbox because you signed up at [PSG Studio](#) or a friend forwarded it to you. I hope you enjoy it, but if you'd like to leave, simply [unsubscribe](#).

Over the past few days there has been constant discussion about a certain technology company. I don't have anything useful to add at this time. My concerns with social media and deep work, for example, are [long documented](#).

It does, however, help me write today's **One Thing**:

Do you have another way to connect and share important information?

It may seem prescient, last week I wrote about the [challenges of successful communication](#) during disaster/disruption preparedness planning.

Links

Taking breaks allows your brain to rest and avoid mental fatigue! While I think it's best to step away from the computer, here are a few links that caught my eye.

I only have one link this time -- get outside!

- [New York State Fall Foliage Report](#) / It's my favorite time of year. (website - [iloveny.com](#))

From the Notebook Archive

I publish a new blog post every other Friday (with this newsletter the following Tuesday). Here are the most [recent posts](#):

Creating and Maintaining a Disaster Preparedness Plan, Communications

To communicate successfully — to share information that's timely, clear, and concise — can be overwhelming. If you need to provide updates when faced

with a stressful and changing situation, such as an extreme weather event, it's helpful to plan long before any disruption knocks at your door. A framework will help you decide now ...

[Read more](#)

2021-09-30

Book Review: Four Thousand Weeks

What is the secret to time management for mortals? Patience and control. If you've felt the modern cult of busy (and perfect) productivity needs a kick, yet also crave practical advice to help keep your head above water, Four Thousand Weeks delivers.

[Read more](#)

2021-09-16

Creating and Maintaining a Disaster Preparedness Plan, Prevent Phishing

Disasters exist in different forms — historic flooding, theft of business data, or a family medical emergency. One common factor about all these situations is that your stress levels will be elevated, impacting your ability to focus and be attuned to close details. It's in these moments of stress that phishing attacks become most successful.

[Read more](#)

2021-09-02

Keeping up with Small Changes

Discussion often focuses on big overwhelming changes. However, small changes to the tools we use can cause challenges too. When they are unexpected, they can make it difficult to complete an otherwise easy task. Even one can cause an avalanche that results in longer-term issues.

How we deal with the small change depends on many different factors. However, first we need to know about it!

[Read more](#)

2021-08-19

Thank you for reading. I hope you found this newsletter useful. If you think someone else would find it helpful, please consider [forwarding](#) it. If this is your first time reading the newsletter, welcome. You can read [previous issues and subscribe here](#).

Finally, if you need to venture outside, please do so safely.

It's flu shot time! Have you scheduled yours? You *can* get it at the same time as the covid vaccine ([per the CDC](#)).

Please get vaccinated, continue be mindful about wearing a mask (cover your nose), thoughtful about social distancing, and wash your hands.

/penny

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