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RUBY STORIES VIII

WORK-LIFE BALANCE



WORK

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THE MOST POPULAR ACTIVITIES AT THE OFFICE

- ▶ Reading news websites (1 hour, 5 minutes)
- ▶ Checking social media (44 minutes)
- ▶ Discussing non-work-related things with co-workers
- ▶ Searching for new jobs (26 minutes)
- ▶ Taking smoke breaks (23 minutes)
- ▶ Making calls to partners or friends (18 minutes)
- ▶ Making hot drinks (17 minutes)

NOTIFICATIONS

- ▶ Slack, E-Mail, Instant Messaging
- ▶ Context Switching
- ▶ Feeling Busy
- ▶ Turn off notifications (Slack & E-Mail Clients)
- ▶ Check in batches

MEETINGS

- ▶ Not all meetings are crucial
- ▶ 1 hour meetings are exhaustive
- ▶ Multi-tasking during a meeting is terrible
- ▶ Do not attend all meetings
- ▶ 1 hour meetings to 30 minute meetings
- ▶ Standups

CORPORATE-RELATED

- ▶ Open Space
- ▶ Tasks, that don't add value

IT DOESN'T HAVE TO BE CRAZY AT WORK

- ▶ 8's enough, 40's plenty
- ▶ Library rules
- ▶ No "fakecations"
- ▶ Have less to do
- ▶ Promise not to promise

**80-hour weeks
Packed schedules
Super busy
Endless meetings
Overflowing inbox
Unrealistic deadlines
Can't sleep
Sunday afternoon emails
No time to think
Stuck at the office
All-nighters
Chat's blowing up**

**IT DOESN'T HAVE TO BE
CRAZY AT WORK**

LIFE

SPORT

- ▶ Stress Relief
- ▶ Heart Health
- ▶ More Energy
- ▶ Productivity
- ▶ Improved Immune System
- ▶ Weight Management



FOOD

- ▶ Stress Relief
- ▶ Better Mood
- ▶ Mental Activeness
 - ▶ Brain function
- ▶ Physical Activeness
 - ▶ Better shape



WATER

- ▶ Physical Performance
- ▶ Energy levels & Mood
- ▶ Weight Loss
- ▶ No Headaches
- ▶ No Constipation
- ▶ No Hangovers



MEANINGFUL SPARE TIME

- ▶ Relationships
- ▶ Relax
- ▶ Learning
- ▶ Travelling
- ▶ Sleep

SUMMARY

- ▶ Quality Office Time
 - ▶ Productivity
 - ▶ Focus on what's important
- ▶ Quality Spare Time
 - ▶ Unwind & Read
- ▶ Take Care of Yourself
 - ▶ Eat, Sleep, Drink (Water), Repeat

SOURCES

- ▶ <https://hbr.org/2018/12/the-case-for-the-6-hour-workday>
- ▶ <https://www.inc.com/geoffrey-james/new-research-most-salaried-employees-only-do-about-3-hours-of-real-work-each-day.html>
- ▶ <https://basecamp.com/books/calm>
- ▶ <https://foodtolive.com/healthy-blog/nutrition-productivity-foods-can-affect-performance/>
- ▶ <https://www.healthline.com/health/nutrition-and-productivity>
- ▶ <https://www.healthline.com/nutrition/7-health-benefits-of-water>

INVESTING IN THE WRONG THINGS

- ▶ Working on a feature that won't be used
- ▶ Focusing too much on an edge case
- ▶ Figuring something out that's not even a problem
- ▶ Spend time on the analysis. Come up with a minimum working solution first.
- ▶ Re-read the task every day before working on it