



The opening sentence of this small work makes the bold claim that this book can change your life. I absolutely agree with the author on this point! I read *Do More Better* over the summer, hoping to gain helpful insights into becoming more organized and more efficient with managing my time. I am so thankful that I read this book because it did just that! It helped me develop a system for organizing and managing the responsibilities and tasks that I’m juggling at this point in my life.

I have implemented Tim Challies’ productivity system for about 6 months now and it has helped me accomplish more tasks and balance more responsibilities, while keeping some semblance of peace during my busiest season of life. So, I heartily recommend this book to you!

The early chapters deal with the theology of productivity. The second half of the book is very practical. Tim Challies suggests several different tools that will help you implement a productivity plan including Evernote or OneNote, Google Calendar or iCal, and Todoist. If you are technologically savvy, you will more easily implement these suggestions, but the tools are accessible to anyone and can be easily learned and utilized.

In the suggested one-month reading plan, you will notice that the plan is front-loaded, with weeks 1 and 2 containing the greatest amount of reading. This was intentional because the theology of productivity precedes the application. With less reading to do during weeks 3-5, you should have more time to familiarize yourself with the productivity tools and begin implementing your productivity plan.

Please contact me at [omri@gbcnaz.org](mailto:omri@gbcnaz.org) if you have any questions about how use the recommended tools. I would love to help you if you have questions and share how I have implemented these tools to make them work for me.

- Omri

**Suggested One-Month Reading Plan:**

**Week 1: Jan 1<sup>st</sup> – 7<sup>th</sup>** (~5 pages/day)  
 Introduction (pages 5-7)  
 Know Your Purpose (pages 9-17)  
 Answer the Call (pages 19-26)  
 Define Your Responsibilities (pages 27-34)

**Week 2: Jan 8<sup>th</sup> – 14<sup>th</sup>** (~3 pages/day)  
 State Your Mission (pages 35-44)  
 Select Your Tools (pages 45-52)  
 Collect Your Tasks (pages 53-60)

**Week 3: Jan 15<sup>th</sup> – 21<sup>st</sup>** (~2 pages/day)  
 Plan Your Calendar (pages 61-66)  
 Gather Your Information (pages 67-78)

**Week 4: Jan 22<sup>nd</sup> – 28<sup>th</sup>** (~4 pages/day)  
 Live the System (pages 79-96)  
 Maintain It Consistently (pages 97-108)

**Week 5: Jan 29<sup>th</sup> – Feb 4<sup>th</sup>** (~2 pages/day)  
 Tame Your Email (pages 109-114)  
 20 Tips to Increase Your Productivity (pages 115-119)

\*Visit [challies.com/do-more-better](http://challies.com/do-more-better) for the book’s accompanying productivity resources.

**“Whatever your hand finds to do, do it with your might, for there is no work or thought or knowledge or wisdom in Sheol, to which you are going.” – Ecclesiastes 9:10**