

# Making It All Work

FOCUS  
 LIFE ÷ GTD = SUCCESS!  
 INNOVATION

## Seminar Overview

Led by David Allen, the GTD® Making It All Work course presents the “big picture” of the Getting Things Done® approach. It includes a condensed version of the five-phase model in the GTD Mastering Workflow seminar, but delves much further and at a much more rapid pace, into prioritization, productivity best practices, and making change stick.

You will be entertained with David Allen’s candid and energetic presentation, his insights into why we do what we do, and what we can do to change it for the better. If you already have a good grasp on the basic GTD workflow models, and/or are looking for inspiration from David and a broader understanding of the whole game, you will get value from this course.

### What You’ll Learn

- How to get immediate control of “current reality”
- How to keep track of the total inventory of your commitments, including examples from David’s personal system
- What decisions are critical to make, about what, and when
- Why most “personal management systems” don’t work
- How to evaluate the best tools to use to stay in control
- Why organizational issues are often personal process issues
- Why it’s so challenging to really change the simplest habits, and the secret key to make it easier
- How to use procrastination to your advantage
- How to continually self-consult to get back “on your game”
- How to install simple tricks that create profound results

### Seminar Includes

- Detailed workbook, with abundant information and examples on all of the concepts presented in the course
- Jumpstart Guide to use as a starter system for tracking your projects and actions
- GTD System Guides, with the key GTD models summarized on cards
- *Getting Things Done* and *Making It All Work* books
- 90-days of GTD Connect®, our online learning center
- Continental breakfast and buffet lunch

### Seminar Dates

For most current information, please visit [davidco.com/seminars](http://davidco.com/seminars)

### Tuition

Domestic \$995  
 International \$1095\*

### Logistics

9:00 am to 5:00 pm\*

### Register

Register at [davidco.com/seminars](http://davidco.com/seminars). For questions contact us at [publics@davidco.com](mailto:publics@davidco.com) or at 805-646-8432.

\* Tuition and logistics vary for Europe. Please visit our website for full details.

Discounts for early registration. Group rates available for five or more. Special rates for non-profits, students, GTD alumni and military.