



MYTH OF MULTITASKING ACTIVITY*

Everybody talks about multitasking...the ability to do more than one thing at a time. The truth is, our brains work sequentially and we can only successfully do one thing at a time. Believe it or not, multitasking is a myth. What we are really doing when we think we are multitasking is switch-tasking. We are quickly moving from one task to another at a high rate of speed. And when we do this, it causes more errors and takes us longer. To give you a better idea of switch-tasking and the impact it makes on your efficiency, try this exercise.

SWITCHTASKING IS A THIEF

1ST TRY

S

1

Write down the **total time it takes you** to complete this: _____

SWITCHTASKING IS A THIEF

2ND TRY

S

1

Write down the **total time it takes you** to complete this: _____

Compare the time it took you to complete the 1st try and the 2nd try. Typically, a person will take twice as long to complete this exercise when switching between the letters and the numbers.

*This activity adapted from *The Myth of Multitasking: How Doing It All Gets Nothing Done* by Dave Crenshaw