



Zeitmanagement für Systemadministratoren (German Edition)

Thomas A. Limoncelli

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Sie sind gern Sysadmin, klar. Sie haben Ihr Hobby zum Beruf gemacht. Es stört Sie nicht, bis spät in der Nacht vorm Rechner zu sitzen, das machen Sie in Ihrem Privatleben auch öfter mal. Als Sysadmin müssen Sie viele Projekte gleichzeitig managen und haben eine unübersichtliche Menge verschiedener, kleinteiliger Aufgaben zu bewältigen. Und das bei ständigen Unterbrechungen durch Chefs oder Kollegen, die schnell etwas wissen wollen oder dringend Hilfe brauchen. All das in der regulären Arbeitszeit zu schaffen, ist nicht ohne.

Der Autor dieses Buchs, Thomas A. Limoncelli, ist selbst Systemadministrator und kennt die Anforderungen an den Beruf genau. Zeitmanagement für Systemadministratoren konzentriert sich auf die Techniken und Strategien, die Ihnen helfen, Ihre täglichen Aufgaben als Sysadmin zu bewältigen und gleichzeitig kritische Situationen in den Griff zu bekommen, die unvorhergesehen auf den Plan treten. Unter anderem lernen Sie, wie Sie

mit Unterbrechungen am besten umgehen

Ihren Kalender effektiv führen

Routinen für wiederkehrende Aufgaben entwickeln

Prioritäten klug setzen

Zeitfresser eliminieren

Arbeitsprozesse automatisieren und dokumentieren

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