

GUIDE · PUBLIC · 6 MIN

Using what you already have

Small examples of the practice inside the tools already in your life: paper, notes, calendar, tasks, messages, a whiteboard. Use your tools to preserve context. Do not let them scatter it.

The practice does not need new software. It needs a place for a context to stay together. Most of what you already use can be that place, if you use it for context and not only for items.

Use your tools to preserve context. Do not let them scatter it further.

One context, one home. Wherever a context lives, the pieces of it point back there: the note, the calendar entry, the task, the thread, the photo.

Small examples

Paper

A page per context in the notebook, with the PLAIT sheet as the page. A running daily page that names, on each line, the context the line belongs to.

Notes

Apple Notes, Notion, Obsidian, OneNote. A note per context, titled by its name. The seven questions as the note's structure. Paste the sheet as text; it is below.

Calendar

Outlook, Google Calendar. The weekly review as a recurring fifteen minutes. Each event carries its context's name in the title. For a shared context, a recurring check-in with the questions in the description.

Tasks

Todoist, Microsoft To Do, Reminders. A list or project per context. One next move at a time per context, so the list shows where each one stands. What you finish is what came back.

Messages

Slack, Teams, a family thread. A thread per shared context. The check-in questions pinned at the top. Decisions restated in the thread, so they stay with the context they came from.

Whiteboard

One context per board. Three columns, what is moving, who is involved, what would be enough, or the seven questions down the side. A photo of the board goes into the context's note before it is erased.

Photos

A photo is something you noticed, with a date on it. Put it where the context lives, and write one line about why.

Copy and paste

The PLAIT sheet, as text for a notes app:

CONTEXT:

What has my attention?

What belongs together here?

Where do I stand in it?

What matters now?

What do I understand so far?

A fitting move from here:

When I will look again:

WHAT CAME BACK

What happened / what it revealed or changed / what moves next:

A check-in, pinned to a thread:

Check-in for: (the context)

What has changed? What needs attention? What is working? What moves next, and whose is it?

Each person answers for themselves. What is said here stays here.

The weekly review, as a calendar event description:

Fifteen minutes with one context.

1. What came to my attention this week?
2. Where is the weight?
3. What do I understand now?
4. What moves next?
5. What came back from last week?

In the Framework's words: the note holds the PLAIT; the calendar and the tasks carry Flow; the thread carries Tribe; what would be enough is Prosper.

The tools above can carry pieces of a context. The PLAIt Context System keeps them together: the context, its entries, its people, and what came back stay connected and develop over time.

By PLAIt Version 0.1 Updated 2026-10-03

Source: New for the practice kit (2026-09-29). The Practice travels (Practice Model §2) and externalizes only as much as supports continuity (§9). The planned Calendar and task mapping guide folds into it.

© PLAIt Technologies LLC · Content & licensing