

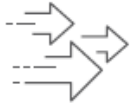


Get more of what you want and less of what you don't, both personally and professionally.

80 / 20 Rule



STEPS TO SUCCESS



PERSONAL PLAN

Problem solving

Take time out of your day. Spend approximately 20% of that time Identifying a problem you are facing. Now spend the other 80% of that time writing out steps you can take to solve this problem.

Goal setting

Give yourself an hour to identify a goal. Use the first 10 minutes 20% of the time identify what you want to accomplish. Now spend the remaining 50 minutes, 80% of your time, writing down the necessary steps you can do to focus on reaching that goal.

Don't wait! Start putting these steps into action today!

Happiness

Choose to spend 80% of your funds on making a memory and only 20% of those funds purchasing things. Making memories is proven to keep us happier and excited!

Procrastination

Make a list of the things you need to accomplish this week. Arrange the list by importance. Now, focus 80% of your energy working on the top 20% each day, then move onto the remaining items. Once you have identified your top 20% for the week, break this list down daily and repeat the same step. *Remember procrastination happens when you spend time on the 80% that is busy/easy work.



No matter how small your step, as long as you take it in the right direction, that's Positive Forward Motion.