



7 Habits of Highly Effective & Successful People

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1. Create a vision.



In order for you to determine when you have succeeded or not, you need to know what your vision/goal is.

Your vision should be something you are passionate about. Something that when you wake up in the morning you think.....YES!

The more detail you put into your vision, the easier it will be for you to set out a strategy that gives you a great chance of succeeding.

You need to know the what before you can even begin to consider the how. Think back to the last time you wanted to purchase something really bad. Your focus was more on what you wanted rather than how you were going to get it. Once you were convinced and excited about what you wanted, only then did you start considering how you were going to get it. The passion of having it drove you to putting a strategy in place to ensure you got it.

We are good at using this in everyday life but when it comes to our dreams, our vision, our goals, we tend to forget the knowledge and techniques we have used before in other parts of our life.

2. Focus on the end result.



So now that you have your vision well imprinted in your mind, you need to ensure you stay focused on it in order to align all your thoughts, feelings and intentions on achieving that vision.

Be aware that when you share your vision, dreams and goals with others, there will be those who will be quick to criticise them but know this.....ONLY you can make it or break it. Don't let others derail you from being all you know you can be and from achieving all you know you can achieve.

The clearer your focus is on your vision the more assured you can be that it is achievable provided you have a strategy that aligns with your vision.

Focus on the end result. Picture in your mind how you would feel having already achieved your goal. What would you feel, taste, see and hear. By focusing on the end result in a crystal clear image, you are telling your subconscious that your aim is to achieve that end result.

3. Create a to do list.



Now that you are focused on the end result of your vision, it's time to create a to do list or shall we say, a strategy.

Start by writing down the end result.

Next write down everything that is required for you to achieve that end result. There is nothing too small or simple when writing down what is required, write down everything you can think of that will ensure you achieve the end result.

Do not worry about in what order you are writing down the items, just write down as many as you can until you run out of items to include in the list. You can always add in later with the next stage.

Now take that list and start writing the items down in order of how they need to be achieved until you get to the end result. Now you have a strategy and smaller goals to achieve which will take you ever closer to achieving your vision.

"How do you eat an elephant"? *One bite at a time.....*

4. Be bold.



It is human nature to play it safe as this is programmed into us at birth to keep us out of harm's way. At the same time this also prevents us from taking risks and moving out of our comfort zone.

I am sure that if you think back through your life experiences, you will remember a time when you had to take a risk. It may even have scared you into panic but, for whatever reason you took the risk and went for it. For a moment in your life you stepped out of your comfort zone and dared to achieve something that you may wonder if it was possible.

More often than not, when we step out of our comfort zone and take a calculated risk, we succeed. You have created a vision, you have focused on your vision, you have created your to do list and now you are ready to take a risk in a calculated manner.

Be bold.....Be brave.....Take a risk!

5. Fake it till you become it.



I am sure you have heard of the saying “Fake it till you make it” but let me put another twist on that.

How about “Fake it till you become it”.

In reality what you are trying to achieve is get to a place when you have obtained your vision. This means you look a certain way (more confident), you feel a certain way (happy) and you do certain things (go on holiday, spend time with the family).

You know how all of the above feels and looks like so why not close your eyes and imagine already being there. How do you feel? What do you see? What do you taste? What sounds do you hear? By doing that you are changing the feeling patterns in your body and sending messages to your sub-conscious mind which in reality cannot tell real from fake. You are programming yourself for success.

Here is a simple exercise for you to do which demonstrates what i am saying above.....

Stand in front of a mirror, put a big genuine smile on your face then.....try feeling sad with that smile on your face. It is IMPOSSIBLE!

By the same means, by feeling successful, try and feel like you have failed at the same time.....it is IMPOSSIBLE!

6. Take action.



- Action changes things.
- Action always beats intention.
- You don't have to be great to get started but, you have to get started to be great.

You have your vision which you have focused on. You have put a plan of action in place now.....it is time to take one small action each day which will move you in the direction of your vision.

Dream big.....set goals.....take action. Do it now. Start today with one small step. A journey begins with a step and is followed by another step...and another....and another.

Don't let life be what happens to you but rather let it be what you make happen through **ACTION!**

Transform fear into action and watch your dreams become a reality one small step at a time.

7. Believe.



Whether you think you can or you think you can't.....you are right!

Believe in yourself, believe in your knowledge, believe in your intention, believe in your strength, believe in your persistence and you WILL achieve anything you set your mind to.

You will never know if you will succeed or fail unless you actually do it.

Believe it can be done because when you believe, really believe, your mind will find the ways to do it.

Know what you are doing.....love what you are doing.....

BELIEVE IN WHAT YOU ARE DOING!

And soon you will have.....

