

100 Business Tips and Tricks for Your Success

100 Business Tips and Tricks for Your Success

By Victorino Abrugar

100 Business Tips and Tricks for Your Success

The hundred business tips and tricks for your success in doing business. Yes, thank God for making us this far. Thank you to our readers who continuously follow us. This is so far the longest article I have written (around 1,751 words). This lists a hundred business and personal success tips, broken down into 10 categories for your convenience. You may scroll down to the specific topic you are most interested, or you may simply read it all piece by piece. They are real; they are free; they are deep; they are powerful; and they will help you become a better business person. Here they are; thank you and enjoy your success!

Starting a business

1. Don't start if you don't see a concrete end; invest time on defining your mission and vision.
2. Set your objectives; target your goals. Don't start too big; divide and conquer.
3. Make the right procedures for each of your objectives; establish the steps to reach your goals.
4. Assess your resources i.e., money, time, skills, education, experience, people and passion.
5. Name your business; build you business name.

100 Business Tips and Tricks for Your Success

6. Don't start operating without a license to operate. Register your business with the government regulatory agencies.
7. Before you take the risks, learn how to control them.
8. Make the **S.M.A.R.T.E.S.T** (**specific, measurable, achievable, relevant, time-bound, enthusiastic, scrutinized and tested**) plan.
9. Be a business scientist; do experiments.
10. Build great foundations. Create business policies based on good principles (e.g., equality, quality, charity, trust, confidence, patience, diligence and discipline).

Winning the business competition

- 11. Be the first.
- 12. If you're not the first, be the best.
- 13. If you're not the best, be unique.
- 14. Know your enemies, especially your worst enemy – the enemy within you. Control yourself!
- 15. Spy on your competitors, and don't forget to spy on yourself. Monitor your own plans if they are running as planned.
- 16. If you can't compete, cooperate.
- 17. Be friendly and form a large army

100 Business Tips and Tricks for Your Success

18. Before you conquer your enemies, conquer your own people first – be sure that they are united, loyal, motivated and obedient.

19. Stick to your game plan; be patient, diligent, smart, and listen to your coach.

20. You can forget the competition; just help people and provide them with the best solutions.

This is how you will win their smiles.

Customer attraction

21. To attract customers, you need to be attracted to them first. You need to think about them, feel about them, care for them, and act for them.

100 Business Tips and Tricks for Your Success

22. Hear your customers' questions and answer them; determine their problems and give them the right solutions.

23. Make honesty your best company policy; be true to your words. Never deceive your customers; they are your allies.

24. Your clients and customers are humans. That is why even though the technology is rising, still be human.

25. Educate your customers about the things that will improve their lives, and set your products to assure their better lives.

26. Target your market and type of customers; start a niche. Start small according to your

100 Business Tips and Tricks for Your Success

resources. After you dominate a certain niche, it's time to expand.

27. Always be thankful to your clients. Give them discounts and giveaways. Always smile to them and say hello.

28. Be accessible, whether online or offline.

29. Have a reputable brand and maintain your integrity. Don't wait for their complains, but prevent their complains from happening by ensuring quality and customers' satisfaction.

30. Provide them with more than what they pay; give them your extra products and services, such as your customer support, friendliness, accommodation, reliability and other extra qualities. If you practice this, they will also give

100 Business Tips and Tricks for Your Success

you more than what they pay, such as their loyalty, patronage and word-of-mouth.

Managing people

31. Be a strict yet a gentle leader. Be gentle in rebuking, but be strong in implementing the rules.

32. Be the greatest among your people... by being the one who serves the most.

33. Hire and employ people not for money, and expect them to work for you not for your money.

34. Keep all your people fresh. Don't keep a rotten tomato inside your organization; it might corrupt the others.

100 Business Tips and Tricks for Your Success

35. Be a great leader by empowering your people and making them leaders of themselves.

36. Break unnecessary walls and gaps among your employees; open the windows for them.

37. Make your employees happy by starting the happiness within you.

38. Be a leader by giving them destination and direction. Be a follower by seeing to it that no one is left at the back, but you.

39. Be an example... a good, clear and actual example.

40. Search and hire the best personnel, and train them well.

The public and the government

- 41. Laws are made to regulate and harmonize people and the society – follow them.
- 42. Plan your taxes; pay your taxes.
- 43. Always ask receipts from your suppliers; always give receipts to your customers.
- 44. Don't forget that nature fights back. Hence, be Earth-friendly.
- 45. Don't forget your social responsibility; go to charity.
- 46. Public office is a public trust. Private office should also be a public trust – trustworthy doesn't matters privacy.

100 Business Tips and Tricks for Your Success

47. Honor the government and the government will also honor you.

48. Do business with humility and integrity.

49. Carefully observe the Labor laws and assure that your employees are receiving the right amount of benefits.

50. Know what is right or wrong; but only do what is right. Be ethical!

All about the money

51. “For the love of money is a root of all kinds of evil.” (1 Timothy 6:10). I repeat, it’s the “love of money”, not the “money” that is the root of all evil.

100 Business Tips and Tricks for Your Success

52. If you have the money, the best thing to buy is “time” to be with your loved ones.

53. Spend your money not on things that will give you another money, but on things that will give more than money.

54. Start establishing your emergency or contingency fund now, if you haven't yet.

55. Analyze your cash flow on a regular basis and make a budget.

56. Don't be hasty with making money. Lasting profits are those which are planted like trees, not like grasses.

57. Money is the first thing you can sacrifice in doing business... not your family and never your integrity.

100 Business Tips and Tricks for Your Success

58. Knowledge, wisdom, understanding and insight will save a lot of your money.

59. In business, it's not only money that you need to pay; you must also pay attention, dedication and respect.

60. Bear in mind that business is not all about money; money only adds to it.

The truth about investing

61. Practice good mathematics, and learn how to calculate the allowable and acceptable risks.

62. Investing is not all about uncertainties and taking the risks; it's all about finding precision and managing the risks.

100 Business Tips and Tricks for Your Success

63. “But seek first his kingdom and his righteousness, and all these things will be given to you as well. (Matthew 6:33)”. Invest on love and things that last forever; this is how enduring returns (lasting profits and prosperity) will add up to you.

64. Diversify your investments, but be sure to take care of them all.

65. Have investing policies; design a strategy that you can adopt and apply best.

66. Know economics; understand the trends.

67. Make a financial and investing plan, and again, stick to those plans. Also simplify these plans.

100 Business Tips and Tricks for Your Success

68. Invest on the future of your organization, which include your people, you and the whole organization.

69. Learn how to read and understand your financial statements, as well as the financial statements of others.

70. Don't just invest your money, but also invest your sincerity. Don't just invest time, but also invest great moments and events.

Health and business

71. Health is wealth, but wealth is not health. This only means that we should prioritized health over wealth.

100 Business Tips and Tricks for Your Success

72. The health of your employees means productivity. Hence, you should always take care of their health, physically, mentally, emotionally and morally.

73. Don't skip breakfast and eat regularly. Drink enough water and learn how to love eating fruits.

74. Distinguish exhaustion from boredom. Rest when you're tired; keep yourself busy when you're bored.

75. Relax and do not overreact. Stress is all about your reaction.

76. You can also try fasting. Remember that man does not live by bread alone.

100 Business Tips and Tricks for Your Success

77. Government warning: cigarette smoking is dangerous to your health. Can you read it?

78. Be a disciple of discipline

79. Take a break; even machines need a break.

Also consider giving breaks to your employees.

80. Don't just watch what you eat; don't eat it if it's not healthy!

All about you

81. You can only be a customer-oriented and people-oriented business person, if you are an inner-self-oriented person.

82. Real success is achieved when you are already sharing success.

100 Business Tips and Tricks for Your Success

83. If you want to find ultimate success, find the selfless you.

84. Business development starts from personal development. You cannot develop your business, unless you develop other lives.

Likewise, you cannot develop yourself if you can't develop other selves.

85. You've got to have the best defense against your worst enemy – yourself.

86. Take time to identify your personal principles; take more time to correct them.

87. Be perfect. If it's hard for you to do that, then just set your direction to perfection.

88. Live your life not only to the fullest, but also to the deepest.

100 Business Tips and Tricks for Your Success

89. Learn to truly love yourself. If you don't know how to love yourself, how can you love others? Fill yourself with good virtues; depart from earthly things that corrupt you.

90. Don't just dream success, desire it! If you're doing it right, no matter how hard it is, don't quit!

The spirit of business

91. "It is more blessed to give than to receive." –
Acts 20:35

92. Be diligent, be fruitful, and give glory to
God.

93. Purify your mind; put light and truth on it.

100 Business Tips and Tricks for Your Success

94. Purify your heart; put love on it.

95. Purify your soul; practice true love.

96. Purify your life; live your life, practice true love.

97. You cannot serve both money and God.

Thus, serve God, while making money your servant.

98. Have faith, and work your faith. Work on rewards that can be treasured in heaven.

99. Have compassion, charity, forgiveness, faithfulness, patience, peace and gentleness.

100. Bind all the virtues in #99 with love.

100 Business Tips and Tricks for Your Success

We are what we repeatedly do. Excellence, then, is not an act, but a habit.” –*Aristotle*

Bonus POINTS !

100 Ways to Achieve Success In no particular order:

1. Set daily goals for yourself
2. Take risks and chase success
3. Surround yourself with successful people
4. Be focused on your goals and make your life goal oriented
5. Imagine and visualize yourself being successful
6. Make a plan or blueprint for success
7. Be spontaneous and listen to your gut
8. Work with the flow of things

100 Business Tips and Tricks for Your Success

9. Stay away from distractions and understand that your time is limited
10. Get rid of false beliefs and ideologies
11. Develop Self-Confidence
12. Be open to new types of thinking
13. Improve your social skills
14. Be relevant and always up to date
15. Accept failure and learn from it
16. Be persistent and develop a relentless motor
17. Be flexible to your environment
18. Always take care of yourself
19. Exercise and maintain good physical health
20. Get educated and always be learning
21. Be both book smart and street smart
22. Strive to be successful for the right reasons

100 Business Tips and Tricks for Your Success

23. Speak the truth and be honest
24. Optimize your sleeping habits
25. Believe in yourself and your abilities
26. Develop a routine and follow it
27. Manage your time
28. Be more patient, calm and collected
29. Develop a goal oriented approach
30. Have a strong desire to attain success
31. Think positive and make success the goal
32. Don't make excuses for yourself
33. Be committed to your dreams. Always.
34. Always be learning
35. Dream bigger than big.
36. Focus on opportunities and not failure
37. Never focus on obstacles

100 Business Tips and Tricks for Your Success

38. Visualize on the process as well as the end goal

39. Be willing to be different than the rest

40. Become proactive and bold

41. Create a successful mindset

42. Play to your strengths and work on your weaknesses

43. Take a leap of faith

44. Learn and grow from feedback

45. Prioritize your time

46. Be mentally active and engaged

47. Find mental peace

48. Break down goals into smaller manageable chunks

49. Closely monitor your progress

100 Business Tips and Tricks for Your Success

- 50. Have an optimistic perspective on life
- 51. Communicate better
- 52. Find people you can trust and rely on
- 53. Give generously and share what you have
- 54. Set time limits and restrictions on yourself
- 55. Find the purpose of your life or goal
- 56. Find the passion behind your goal
- 57. Study successful people and copy their positives
- 58. Accept failure and grow
- 59. Remove fear and doubt from your thinking
- 60. Develop an inner locus of control
- 61. Commit to your journey
- 62. Take responsibility for your actions, ideas and thoughts

100 Business Tips and Tricks for Your Success

- 63. Don't procrastinate
- 64. Work harder than the rest
- 65. Always be bound by time
- 66. Don't be addicted to anything and take control of your life
- 67. Be as productive as possible
- 68. Don't oversleep. Don't under sleep
- 69. Play sports and participate in other extracurricular activities
- 70. Don't waste time doing unnecessary things
- 71. Be dedicated to the task at hand and give your 100%
- 72. Never quit. Never stop
- 73. Look at failure as feedback
- 74. Develop an open perspective

100 Business Tips and Tricks for Your Success

- 75. Persevere
- 76. Organize your mind and thoughts
- 77. Learn to control your emotions
- 78. Improve your self-esteem but always be humble
- 79. Shun sad-habits and replace them with good ones
- 80. Use your resources wisely
- 81. Become comfortable with yourself and your surroundings
- 82. Learn how to make people like you
- 83. Depend on your instincts
- 84. Think things through
- 85. Be flexible and open to change
- 86. Be open to opinions and strong personalities

100 Business Tips and Tricks for Your Success

- 87. Identify your weakness's
- 88. Solve problems
- 89. Don't dwell on the negatives
- 90. Be altruistic and care for others
- 91. Always be 100% there
- 92. Overcome rejection
- 93. Always be humble
- 94. Make your goals public
- 95. Find support in others
- 96. Silence your inner critic
- 97. Identify the tasks that are important and do them first
- 98. Learn how to remove stress and anxiety from your life
- 99. Don't be scared to take the leap

100 Business Tips and Tricks for Your Success

100. Pray and remember God.

(A) Don't go around saying the world owes you a living. The world owes you nothing. It was here first.

Mark Twain

(B) A life spent making mistakes is not only more honorable, but more useful than a life spent doing nothing.

Bernard Shaw

**(C) The key to everything is
patience. You get the chicken
by hatching the egg, not by
smashing it.**

**Patience, persistence and
perspiration make an
unbeatable combination for
success.**

Napoleon Hill

END