

The Motivation Myth

- by Jeff Haden

“Motivation is the fire that starts burning after you manually, painfully, coax it into existence, and it feeds on the satisfaction of seeing yourself make progress.”

Page No. 6 | Monday, August 29, 2022 4:27:45 PM

“There is only one recipe for gaining motivation: success.”

Page No. 7 | Monday, August 29, 2022 4:28:54 PM

“Success is a process. Success is repeatable and predictable. Success has less to do with hoping and praying and strategizing than with diligently doing (after a little strategizing, sure): doing the right things, the right way, over and over and over.”

Page No. 7 | Monday, August 29, 2022 4:37:49 PM

“Success is a process.”

Page No. 7 | Monday, August 29, 2022 4:37:53 PM

“Success is repeatable and predictable.”

Page No. 7 | Monday, August 29, 2022 4:37:59 PM

“Success has less to do with hoping and praying and strategizing than with diligently doing”

Page No. 7 | Monday, August 29, 2022 4:38:05 PM

“When you consistently do the right things, success is predictable. Success is inevitable.”

Page No. 8 | Monday, August 29, 2022 4:38:33 PM

“motivation isn’t something you have. Motivation is something you get, from yourself, automatically, from feeling good about achieving small successes.”

Page No. 7 | Monday, August 29, 2022 4:39:07 PM

“we are all left with, no matter what we have accomplished and no”

Page No. 9 | Tuesday, August 30, 2022 7:26:42 AM

“no matter how much praise or recognition we have received from others. The accomplishment, no matter how amazing, is just the cherry on top of the fulfillment cake.”

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“A slice of satisfaction, fulfillment, and happiness can be found in the achievement . . . but the real source of consistent, lasting happiness lies in the process.”

Page No. 10 | Tuesday, August 30, 2022 7:28:39 AM

“Accomplishing something, no matter how small the task, makes us feel better about ourselves. That’s why to-do lists are so popular.”

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“When you savor the small victories, you get to feel good about yourself every day, because you no longer feel compelled to compare the distance between here and there.”

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“Success—lasting, fulfilling, meaningful success—never is.”

Page No. 11 | Tuesday, August 30, 2022 7:38:14 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The only way is the hard way. Yet there are plenty of ways to make the process”

Page No. 11 | Tuesday, August 30, 2022 7:38:43 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The only way is the hard way.”

Page No. 11 | Tuesday, August 30, 2022 7:38:48 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The only way is the hard way.”

Page No. 11 | Tuesday, August 30, 2022 7:38:55 AM

“what you do have—however little it may seem—is more than enough.”

Page No. 12 | Tuesday, August 30, 2022 7:40:09 AM

“motivation is a result. Motivation is the pride you take in work you have already done—which fuels your willingness to do even more.”

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“Real motivation comes after you start. Motivation isn’t the result of hearing a speech or watching a movie or crispering your soles. Motivation isn’t passive; motivation is active.”

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“Instead of thinking, “Ugh. This is going to be hard,” I’ve taught myself to think, “I can’t wait for that little high I’ll feel when I move from inactivity to activity. I can’t wait to feel that rush I know I’ll feel when I’m actually doing what I planned to do.” The key is to enjoy the feeling of success that comes from”

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“Instead of thinking, “Ugh. This is going to be hard,” I’ve taught myself to think, “I can’t wait for that little high I’ll feel when I move from inactivity to activity. I can’t wait to feel that”

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"Instead of thinking, "Ugh. This is going to be hard," I've taught myself to think, "I can't wait for that little high I'll feel when I move from inactivity to activity. I can't wait to feel that rush I know I'll feel when I'm actually doing what I planned to do.""

Page No. 15 | Tuesday, August 30, 2022 7:46:58 AM

"You don't need motivation to break a sweat. Break a sweat and you'll feel motivated."

Page No. 16 | Tuesday, August 30, 2022 7:48:14 AM

"Starting is hard because "motivation" doesn't make it easy to start. Starting provides the motivation to finish. Fire walks don't provide lasting motivation."

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"Starting is hard because "motivation" doesn't"

Page No. 16 | Tuesday, August 30, 2022 7:48:54 AM

"Starting is hard because "motivation" doesn't make it easy to start. Starting provides the motivation to finish."

Page No. 16 | Tuesday, August 30, 2022 7:49:05 AM

"When you accept your weak points, when you accept your flaws, when you accept your imperfections . . . that's when you can motivate yourself to make changes and improve."

Page No. 17 | Tuesday, August 30, 2022 7:49:18 AM

"Where feeling confident and self-assured is concerned, on"

Page No. 18 | Wednesday, August 31, 2022 3:51:29 PM

"Confidence comes from preparation."

Page No. 19 | Wednesday, August 31, 2022 3:51:37 PM

"Hesitation, anxiety, fear . . . Those feelings don't come from some deep, dark, irrational place inside you. The anxiety you feel—the lack of confidence you feel—comes from feeling unprepared."

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"Feeling overprepared lets me feel confident and natural.""

Page No. 20 | Wednesday, August 31, 2022 3:53:32 PM

"Confidence is a feeling, but ultimately confidence is the result of knowing that you're not only willing to do the work, but that you actually will do the work."

Page No. 20 | Wednesday, August 31, 2022 3:53:50 PM

"Hacking is great when you need to perform a simple task. Hacking is worthless when you need to acquire a complex skill or accomplish a huge goal."

Page No. 20 | Wednesday, August 31, 2022 3:53:58 PM

"Hacking is great when you need to perform a simple task. Hacking is

worthless when you need to acquire a complex skill or accomplish a huge goal.”

Page No. 20 | Wednesday, August 31, 2022 3:54:00 PM

“Hacking is great when you need to perform a simple task.”

Page No. 20 | Wednesday, August 31, 2022 3:54:10 PM

“Hacking is worthless when you need to acquire a complex skill or accomplish a huge goal.”

Page No. 20 | Wednesday, August 31, 2022 3:54:13 PM

“Process gets a bad rap. Hard work, consistent effort, long hours . . . That’s what stupid people with no talent do, right? Um, nope.”

Page No. 22 | Wednesday, August 31, 2022 3:58:49 PM

“Have you done that before? I have. Other people can’t motivate us, not really, and definitely not for long.”

Page No. 26 | Thursday, September 1, 2022 5:41:58 AM

“Other people can’t motivate us, not really, and definitely not for long.”

Page No. 26 | Thursday, September 1, 2022 5:42:02 AM

“what really drives success is not “genius” but a combination of passion and long-term perseverance.”

Page No. 27 | Thursday, September 1, 2022 5:43:34 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to”

Page No. 27 | Thursday, September 1, 2022 11:07:31 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to do. (Of”

Page No. 27 | Thursday, September 1, 2022 11:07:34 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to do.”

Page No. 27 | Thursday, September 1, 2022 11:07:46 AM

“Success is never assured. It looks inevitable only after it is achieved. Sure, other people”

Page No. 28 | Thursday, September 1, 2022 11:10:35 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:39 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:45 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:50 AM

“Success is never assured. It looks inevitable only after it is achieved.”

Page No. 28 | Thursday, September 1, 2022 11:11:04 AM

“Success → Motivation → More Success → More Motivation → More Success = Becoming”

Page No. 30 | Friday, September 2, 2022 11:56:28 AM

“Earned success is the best motivational tool of”

Page No. 30 | Friday, September 2, 2022 11:57:19 AM

“Earned success is the best motivational tool of all.”

Page No. 30 | Friday, September 2, 2022 11:57:22 AM

“Choices present a huge obstacle to meeting our objectives. They deplete our willpower to pick long-term gratification over”

Page No. 32 | Saturday, September 3, 2022 4:16:47 AM

“Choices”

Page No. 32 | Saturday, September 3, 2022 4:16:52 AM

“Choices present a huge obstacle to meeting our objectives.”

Page No. 32 | Saturday, September 3, 2022 4:17:03 AM

“* Choices are a problem, because choices force you to decide what you want to do.”

Page No. 32 | Saturday, September 3, 2022 4:17:53 AM

“Punctuality is nonnegotiable. Getting to work on time is not a goal; it’s a task.”

Page No. 33 | Saturday, September 3, 2022 4:20:09 AM

“The distance between your dream and the stark reality of your present is incredibly demoralizing—no wonder you give up on that goal.”

Page No. 34 | Saturday, September 3, 2022 4:22:49 AM

“The key is to set a goal, use it as a target that helps you create a plan for achieving it . . . and then do your best to forget all about that goal.”

Page No. 35 | Saturday, September 3, 2022 4:24:11 AM

“Everyone has goals. The people who actually achieve their goals create routines. They build systems.”

Page No. 36 | Saturday, September 3, 2022 4:24:55 AM

“No goal can be made meaningful. A goal either has meaning or it doesn’t.”

Page No. 36 | Saturday, September 3, 2022 5:55:06 AM

“The more you work to find or contrive or manufacture some sense of meaning, the less likely you are to achieve the goal.”

Page No. 36 | Saturday, September 3, 2022 5:55:12 AM

“Make this your mantra where goals are concerned: “I will set it . . . and then I will forget it.””

Page No. 38 | Saturday, September 3, 2022 5:57:59 AM

“Dream big. Set a huge goal. Commit to your huge goal. Create a process that ensures you can reach your goal. Then forget about your huge goal and work your process instead.”

Page No. 38 | Saturday, September 3, 2022 5:58:02 AM

“for now you must forget them, because you will never be able to give yourself positive feedback when you constantly compare yourself with your end goal. You will always be your worst critic because”

Page No. 40 | Saturday, September 3, 2022 6:01:12 AM

“for now you must forget them, because you will never be able to give yourself positive feedback when you constantly compare yourself with your end goal.”

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“Waiting accomplishes nothing.”

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“get a large wall calendar, one that shows the entire year. You hang it in a place you can’t miss it. And every day, once you’ve accomplished your task—remember, your task isn’t to become a great comedian, your task is to write new material—you put a red X over that date. “After a few days,” Seinfeld told Brad Isaac, “you’ll have a chain. Just keep at it and the chain will grow longer every day. You’ll like seeing that chain, especially when you get a few weeks under your belt. Your only job is to not break the chain.”* Your only job is to not break the chain.”

Page No. 48 | Saturday, September 3, 2022 7:50:51 AM

“Your Goal Must Always Choose Your Process”

Page No. 49 | Saturday, September 3, 2022 7:54:28 AM

“we are not what we think or wish or dream—we are what we do.”

Page No. 70 | Sunday, October 16, 2022 10:38:22 PM

“you don’t need to be world-class. Get to the 90 or 95 percent level in any pursuit and you will be extremely successful and will feel incredibly good about yourself.”

Page No. 72 | Monday, October 17, 2022 5:56:37 PM

“us—we’re too good to specialize.”

Page No. 76 | Monday, October 17, 2022 6:02:48 PM

“professional “specialization” indicates accomplishment and success, when in fact the opposite is true.”

Page No. 76 | Monday, October 17, 2022 6:02:55 PM

“None of us should be just one thing. We all possess, or can possess, a variety of skills—including skills we aren’t using.”

Page No. 76 | Monday, October 17, 2022 6:03:07 PM

“want—and you don’t need to wait for someone else to help you.”

Page No. 78 | Monday, October 17, 2022 6:08:09 PM

“want—and you don’t need to wait for someone else to help you.”

Page No. 78 | Monday, October 17, 2022 6:08:12 PM

“you don’t need to wait for someone else to help you.”

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“The only thing holding you back is you—and your willingness to try.”

Page No. 78 | Monday, October 17, 2022 6:25:25 PM

“some of the worst words you can say are “If I had only . . .” Think about something you dreamed of doing five or ten years ago”

Page No. 79 | Monday, October 17, 2022 6:27:09 PM

“some of the worst words you can say are “If I had only . . .””

Page No. 79 | Monday, October 17, 2022 6:27:14 PM

“When you’re sitting in that rocking chair, you’ll think about the things you wanted to become.”

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“developers—the skills you gain will stay in your tool kit. While over time you will naturally lose some degree of proficiency, you will always retain the core skill and”

Page No. 81 | Monday, October 17, 2022 6:29:28 PM

“developers—the skills you gain will stay in your tool kit. While over time you will naturally lose some degree of proficiency, you will always retain the core skill and will be able to quickly tune yourself up again if necessary.”

Page No. 81 | Monday, October 17, 2022 6:29:32 PM

“Strength is hard to build the first time, but regaining strength lost is much easier.”

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“putting more focus on one area automatically reduces the focus on another.”

Page No. 82 | Tuesday, October 18, 2022 10:34:57 AM

“The more money you want to make, the less happy you may need to be. The happier you want to be, the less money you may be able to make.”

Page No. 82 | Tuesday, October 18, 2022 10:35:10 AM

“You can’t have it all . . . but you can have”

Page No. 83 | Tuesday, October 18, 2022 10:35:39 AM

“You”

Page No. 83 | Tuesday, October 18, 2022 10:35:42 AM

“You can’t have it all . . . but you can have a lot.”

Page No. 83 | Tuesday, October 18, 2022 10:35:46 AM

"If you're not happy, rethink your definition of success. The one you have is not working for you."

Page No. 84 | Tuesday, October 18, 2022 10:37:18 AM

"you can have a lot more than you currently do, whether what you"

Page No. 84 | Tuesday, October 18, 2022 10:37:36 AM

"Goals everyone else thinks are crazy—pursuits no one else but you may see as worthwhile—are great."

Page No. 85 | Tuesday, October 18, 2022 10:39:05 AM

"We are all different, and so are our goals."

Page No. 85 | Tuesday, October 18, 2022 10:39:13 AM

"Just ask anyone who ignored the basics in his life (it's almost always men) to pursue a goal . . . only to feel empty and hollow because the "trophy" on the mantel came at too high a cost. Happiness requires evenly balancing"

Page No. 86 | Tuesday, October 18, 2022 10:41:43 AM

"Just ask anyone who ignored the basics in his life (it's almost always men) to pursue a goal . . . only to feel empty and hollow"

Page No. 86 | Tuesday, October 18, 2022 10:41:46 AM

"Just ask anyone who ignored the basics in his life (it's almost always men) to pursue a goal . . . only to feel empty and hollow because the "trophy" on the mantel came at too high a cost."

Page No. 86 | Tuesday, October 18, 2022 10:41:50 AM

"Happiness requires evenly balancing your multiple nonnegotiable goals, blending in a negotiable goal where appropriate . . . and never, ever forgetting to self-evaluate along the way to ensure the balance never gets out of whack."

Page No. 86 | Tuesday, October 18, 2022 10:42:03 AM

"If you're constantly worried about or thinking about money, your first goal must be to generate more income, because money clearly matters a lot to you."

Page No. 87 | Tuesday, October 18, 2022 10:43:01 AM

"Every goal should support multiple aspects of your life."

Page No. 88 | Tuesday, October 18, 2022 10:45:00 AM

"Your goal must be unquestionably measurable."

Page No. 90 | Tuesday, October 18, 2022 10:50:30 AM

"The best goals are binary:"

Page No. 91 | Tuesday, October 18, 2022 10:50:53 AM

"They're so specific you can't help but know whether you have achieved them or not. They're"

Page No. 91 | Tuesday, October 18, 2022 10:50:57 AM

“They’re so specific you can’t help but know whether you have achieved them or not.”

Page No. 91 | Tuesday, October 18, 2022 10:51:02 AM

“Fuzzy goals are meaningless.”

Page No. 91 | Tuesday, October 18, 2022 10:51:20 AM

“Fuzzy goals are meaningless. The best goals are goals you can see and taste and visualize in great detail, because they’re based on a real accomplishment and not a vague statement of intent.”

Page No. 91 | Tuesday, October 18, 2022 10:51:32 AM

“your goal must help you overcome that challenge.”

Page No. 91 | Tuesday, October 18, 2022 10:52:53 AM

““idea” should really be a verb, because an idea does not actually exist until you turn your inspiration into action.”

Page No. 92 | Tuesday, October 18, 2022 10:54:16 AM

“Instead of acting, though, I let “idea” stay a noun. I didn’t make “idea” a verb.”

Page No. 93 | Tuesday, October 18, 2022 10:56:18 AM

“ideas without action aren’t ideas.”

Page No. 93 | Tuesday, October 18, 2022 10:56:30 AM

“ideas without action aren’t ideas. They’re regrets.”

Page No. 93 | Tuesday, October 18, 2022 10:56:34 AM

“Quote”

Page No. 93 | Tuesday, October 18, 2022 10:56:59 AM

“you absolutely must trust your analysis, your judgment, and even your instincts—and act on that trust.”

Page No. 93 | Tuesday, October 18, 2022 10:57:52 AM

“You certainly won’t get it right all the time, but if you let “idea” stay a noun, you will always get it wrong.”

Page No. 93 | Tuesday, October 18, 2022 10:57:58 AM

“If your goal is to become extremely wealthy, get started on your entrepreneurial journey.”

Page No. 93 | Tuesday, October 18, 2022 10:58:44 AM

“If your goal is to advance your career, determine what matters most to your organization”

Page No. 94 | Tuesday, October 18, 2022 10:58:48 AM

“If your goal is to advance your career, determine what matters most to your organization and start finding ways to make a quantitative difference in that aspect of the business.”

Page No. 94 | Tuesday, October 18, 2022 10:58:53 AM

“You will never achieve your goals if your approach is to wait.”

Page No. 93 | Tuesday, October 18, 2022 10:59:00 AM

“Set a goal. Then look at what is required to achieve that goal.”

Page No. 94 | Tuesday, October 18, 2022 10:59:11 AM

“Be “unrealistic” when you set a goal, and then be realistic about how you will achieve that goal.”

Page No. 94 | Tuesday, October 18, 2022 10:59:24 AM

“To Gain Incredible Willpower . . . Need Less Willpower”

Page No. 94 | Tuesday, October 18, 2022 10:59:36 AM

“Success → Motivation → More Success → More Motivation creates”

Page No. 94 | Tuesday, October 18, 2022 10:59:45 AM

“Success → Motivation → More Success → More Motivation”

Page No. 94 | Tuesday, October 18, 2022 10:59:49 AM

“Step 1: Let everyone know you won’t be available.”

Page No. 95 | Tuesday, October 18, 2022 11:01:12 AM

“Interruptions are productivity killers, so letting people know you’re doing something special and will be out of reach for a day is an absolute must.”

Page No. 95 | Tuesday, October 18, 2022 11:01:17 AM

“PEER PRESSURE DOESN’T HAVE TO BE PRESSURE”

Page No. 96 | Tuesday, October 18, 2022 11:01:59 AM

“When you know you’re in for a long haul, your mind automatically adapts.”

Page No. 97 | Tuesday, October 18, 2022 11:03:40 AM

“The opposite happens when a deadline seems too aggressive:”

Page No. 97 | Tuesday, October 18, 2022 11:04:00 AM

“Don’t just set a deadline. Totally commit to hitting that deadline.”

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“feel free to play any mental games that help. Make a bet with someone else, or make a bet with yourself (where “losing” means you have to do something you really don’t want to do).”

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“Start your EPD at an unusual time.”

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“An EPD is not a normal day. Set the stage for atypical by breaking free of your usual routine.”

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“EPD Estimated Productive Day”

Page No. 98 | Tuesday, October 18, 2022 11:05:15 AM

“Have you ever taken a long car trip and left at 3:00 or 4:00 a.m.? The first few hours always fly by, because you stepped outside your norm.”

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“Delay and space out your rewards.”

Page No. 98 | Tuesday, October 18, 2022 11:05:35 AM

“Say you like to listen to music when you work. On an EPD, keep the music turned off for the first few hours.”

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“That way, when your motivation starts to flag, a little music will provide a great boost to your morale.”

Page No. 98 | Tuesday, October 18, 2022 11:05:52 AM

“Whatever ways you typically tend to “treat” yourself, think of those treats as personal productivity bullets.”

Page No. 98 | Tuesday, October 18, 2022 11:05:58 AM

“If you use all your ammunition too early, you’ll have nothing left when you really need it.”

Page No. 98 | Tuesday, October 18, 2022 11:06:02 AM

“Delayed gratification is always better gratification—and better motivation.”

Page No. 98 | Tuesday, October 18, 2022 11:06:06 AM

“Refuel before you think you need to refuel.”

Page No. 98 | Tuesday, October 18, 2022 11:06:10 AM

“Plan to eat or snack a little earlier than normal.”

Page No. 98 | Tuesday, October 18, 2022 11:06:18 AM

“plan meals wisely. Don’t take an hour-long lunch break.”

Page No. 98 | Tuesday, October 18, 2022 11:06:41 AM

“key is to refuel, recharge . . . and keep rolling.”

Page No. 98 | Tuesday, October 18, 2022 11:06:46 AM

“A productive body in motion tends to stay in productive motion.”

Page No. 98 | Tuesday, October 18, 2022 11:06:52 AM

“Take productive breaks, not relaxation breaks.”

Page No. 99 | Tuesday, October 18, 2022 11:06:57 AM

“Momentum is everything on an EPD (and”

Page No. 99 | Tuesday, October 18, 2022 11:07:00 AM

“Momentum is everything on an EPD”

Page No. 99 | Tuesday, October 18, 2022 11:07:04 AM

“Momentum is everything on an EPD (and on every other day). Don’t take a walk”

Page No. 99 | Tuesday, October 18, 2022 11:07:19 AM

“breaks should reinforce your sense of activity and accomplishment.”

Page No. 99 | Tuesday, October 18, 2022 11:07:26 AM

“Pick a few productive tasks you like to perform—and gain a sense of accomplishment from—and use those for your breaks.”

Page No. 99 | Tuesday, October 18, 2022 11:07:30 AM

“Spending even a few minutes in the land of inactivity weakens your resolve.”

Page No. 99 | Tuesday, October 18, 2022 11:07:35 AM

“Take your breaks at a counterintuitive moment.”

Page No. 99 | Tuesday, October 18, 2022 11:07:49 AM

“When you take a break, don’t stop when you complete a particular task. Stop in the middle.”

Page No. 99 | Tuesday, October 18, 2022 11:07:53 AM

“Stopping in the middle of doing something awesome—or stopping right before you’ll start doing something awesome—ensures you’ll avoid the temptation of procrastination.”

Page No. 99 | Tuesday, October 18, 2022 11:08:12 AM

“Stopping short allows you to instantly focus and concentrate when you resume whatever you were doing.”

Page No. 99 | Tuesday, October 18, 2022 11:08:26 AM

“If you stop after you’ve just finished something significant or major—if you stop when you feel you’ve crossed a finish line and are nearly spent—it can feel extremely difficult to move on to whatever is next,”

Page No. 100 | Tuesday, October 18, 2022 11:09:40 AM

“Quitting is a habit.”

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“Don’t stop until you’re done—even if finishing takes longer than expected.”

Page No. 100 | Tuesday, October 18, 2022 11:10:06 AM

“Stopping short is an easy habit to form.”

Page No. 100 | Tuesday, October 18, 2022 11:10:10 AM

““Winning is a mind-set. Refusing to give up is a mind-set.”

Page No. 101 | Tuesday, October 18, 2022 11:11:16 AM

“Success is a mental game.”

Page No. 101 | Tuesday, October 18, 2022 11:11:31 AM

“Step 1: Every Sunday, map out your”

Page No. 102 | Tuesday, October 18, 2022 11:12:18 AM

“Step 1: Every Sunday, map out your week.”

Page No. 102 | Tuesday, October 18, 2022 11:12:20 AM

“While long-range goals may not be urgent, they are important, and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:36 AM

“and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:40 AM

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Page No. 102 | Tuesday, October 18, 2022 11:12:50 AM

“While long-range goals may not be urgent, they are important, and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:54 AM

“if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:56 AM

“You already schedule meetings and appointments. Go a step further and block out time to complete specific tasks.”

Page No. 103 | Thursday, October 20, 2022 3:20:11 PM

“Success is based on getting important things done.”

Page No. 103 | Thursday, October 20, 2022 3:20:38 PM

“success isn’t based on getting things done. Success is based on getting important things done.”

Page No. 103 | Thursday, October 20, 2022 3:20:42 PM

“sometimes subtraction is the best addition.”

Page No. 106 | Thursday, October 20, 2022 3:22:49 PM

“Motivation is the fire that starts burning after you manually, painfully, coax it into existence, and it feeds on the satisfaction of seeing yourself make progress.”

Page No. 6 | Monday, August 29, 2022 4:27:45 PM

“There is only one recipe for gaining motivation: success.”

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“Success is a process. Success is repeatable and predictable. Success has less to do with hoping and praying and strategizing than with diligently doing (after a little strategizing, sure): doing the right things, the right way, over and over and over.”

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“When you consistently do the right things, success is predictable. Success is inevitable.”

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“motivation isn’t something you have. Motivation is something you get, from yourself, automatically, from feeling good about achieving small successes.”

Page No. 7 | Monday, August 29, 2022 4:39:07 PM

“we are all left with, no matter what we have accomplished and no”

Page No. 9 | Tuesday, August 30, 2022 7:26:42 AM

“no matter how much praise or recognition we have received from others. The accomplishment, no matter how amazing, is just the cherry on top of the fulfillment cake.”

Page No. 10 | Tuesday, August 30, 2022 7:26:48 AM

“A slice of satisfaction, fulfillment, and happiness can be found in the achievement . . . but the real source of consistent, lasting happiness lies in the process.”

Page No. 10 | Tuesday, August 30, 2022 7:28:39 AM

“Accomplishing something, no matter how small the task, makes us feel better about ourselves. That’s why to-do lists are so popular.”

Page No. 10 | Tuesday, August 30, 2022 7:29:08 AM

“When you savor the small victories, you get to feel good about yourself every day, because you no longer feel compelled to compare the distance between here and there.”

Page No. 11 | Tuesday, August 30, 2022 7:37:14 AM

“Success—lasting, fulfilling, meaningful success—never is.”

Page No. 11 | Tuesday, August 30, 2022 7:38:14 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The only way is the hard way. Yet there are plenty of ways to make the process”

Page No. 11 | Tuesday, August 30, 2022 7:38:43 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The

only way is the hard way.”

Page No. 11 | Tuesday, August 30, 2022 7:38:48 AM

“To accomplish anything worthwhile, and especially to achieve a goal others say is impossible, you have to work your ass off. There are no shortcuts. The only way is the hard way.”

Page No. 11 | Tuesday, August 30, 2022 7:38:55 AM

“what you do have—however little it may seem—is more than enough.”

Page No. 12 | Tuesday, August 30, 2022 7:40:09 AM

“motivation is a result. Motivation is the pride you take in work you have already done—which fuels your willingness to do even more.”

Page No. 13 | Tuesday, August 30, 2022 7:41:37 AM

“Real motivation comes after you start. Motivation isn’t the result of hearing a speech or watching a movie or cringing your soles. Motivation isn’t passive; motivation is active.”

Page No. 14 | Tuesday, August 30, 2022 7:42:57 AM

“Instead of thinking, “Ugh. This is going to be hard,” I’ve taught myself to think, “I can’t wait for that little high I’ll feel when I move from inactivity to activity. I can’t wait to feel that rush I know I’ll feel when I’m actually doing what I planned to do.” The key is to enjoy the feeling of success that comes from”

Page No. 15 | Tuesday, August 30, 2022 7:46:47 AM

“Instead of thinking, “Ugh. This is going to be hard,” I’ve taught myself to think, “I can’t wait for that little high I’ll feel when I move from inactivity to activity. I can’t wait to feel that”

Page No. 15 | Tuesday, August 30, 2022 7:46:51 AM

“Instead of thinking, “Ugh. This is going to be hard,” I’ve taught myself to think, “I can’t wait for that little high I’ll feel when I move from inactivity to activity. I can’t wait to feel that rush I know I’ll feel when I’m actually doing what I planned to do.””

Page No. 15 | Tuesday, August 30, 2022 7:46:58 AM

“You don’t need motivation to break a sweat. Break a sweat and you’ll feel motivated.”

Page No. 16 | Tuesday, August 30, 2022 7:48:14 AM

“Starting is hard because “motivation” doesn’t make it easy to start. Starting provides the motivation to finish. Fire walks don’t provide lasting motivation.”

Page No. 16 | Tuesday, August 30, 2022 7:48:50 AM

“Starting is hard because “motivation” doesn’t”

Page No. 16 | Tuesday, August 30, 2022 7:48:54 AM

“Starting is hard because “motivation” doesn’t make it easy to start. Starting provides the motivation to finish.”

Page No. 16 | Tuesday, August 30, 2022 7:49:05 AM

“When you accept your weak points, when you accept your flaws, when you accept your imperfections . . . that’s when you can motivate yourself to make changes and improve.”

Page No. 17 | Tuesday, August 30, 2022 7:49:18 AM

“Where feeling confident and self-assured is concerned, on”

Page No. 18 | Wednesday, August 31, 2022 3:51:29 PM

“Confidence comes from preparation.”

Page No. 19 | Wednesday, August 31, 2022 3:51:37 PM

“Hesitation, anxiety, fear . . . Those feelings don’t come from some deep, dark, irrational place inside you. The anxiety you feel—the lack of confidence you feel—comes from feeling unprepared.”

Page No. 19 | Wednesday, August 31, 2022 3:51:47 PM

“Feeling overprepared lets me feel confident and natural.””

Page No. 20 | Wednesday, August 31, 2022 3:53:32 PM

“Confidence is a feeling, but ultimately confidence is the result of knowing that you’re not only willing to do the work, but that you actually will do the work.”

Page No. 20 | Wednesday, August 31, 2022 3:53:50 PM

“Hacking is great when you need to perform a simple task. Hacking is worthless when you need to acquire a complex skill or accomplish a huge goal.”

Page No. 20 | Wednesday, August 31, 2022 3:53:58 PM

“Hacking is great when you need to perform a simple task. Hacking is worthless when you need to acquire a complex skill or accomplish a huge goal.”

Page No. 20 | Wednesday, August 31, 2022 3:54:00 PM

“Hacking is great when you need to perform a simple task.”

Page No. 20 | Wednesday, August 31, 2022 3:54:10 PM

“Hacking is worthless when you need to acquire a complex skill or accomplish a huge goal.”

Page No. 20 | Wednesday, August 31, 2022 3:54:13 PM

“Process gets a bad rap. Hard work, consistent effort, long hours . . . That’s what stupid people with no talent do, right? Um, nope.”

Page No. 22 | Wednesday, August 31, 2022 3:58:49 PM

“Have you done that before? I have. Other people can’t motivate us, not really, and definitely not for long.”

Page No. 26 | Thursday, September 1, 2022 5:41:58 AM

“Other people can’t motivate us, not really, and definitely not for long.”

Page No. 26 | Thursday, September 1, 2022 5:42:02 AM

“what really drives success is not “genius” but a combination of passion and long-term perseverance.”

Page No. 27 | Thursday, September 1, 2022 5:43:34 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to”

Page No. 27 | Thursday, September 1, 2022 11:07:31 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to do. (Of”

Page No. 27 | Thursday, September 1, 2022 11:07:34 AM

“Successful people are great at withstanding temptation. Successful people are great at overcoming fear in order to do what they need to do.”

Page No. 27 | Thursday, September 1, 2022 11:07:46 AM

“Success is never assured. It looks inevitable only after it is achieved. Sure, other people”

Page No. 28 | Thursday, September 1, 2022 11:10:35 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:39 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:45 AM

“Success”

Page No. 28 | Thursday, September 1, 2022 11:10:50 AM

“Success is never assured. It looks inevitable only after it is achieved.”

Page No. 28 | Thursday, September 1, 2022 11:11:04 AM

“Success → Motivation → More Success → More Motivation → More Success = Becoming”

Page No. 30 | Friday, September 2, 2022 11:56:28 AM

“Earned success is the best motivational tool of”

Page No. 30 | Friday, September 2, 2022 11:57:19 AM

“Earned success is the best motivational tool of all.”

Page No. 30 | Friday, September 2, 2022 11:57:22 AM

“Choices present a huge obstacle to meeting our objectives. They deplete our willpower to pick long-term gratification over”

Page No. 32 | Saturday, September 3, 2022 4:16:47 AM

“Choices”

Page No. 32 | Saturday, September 3, 2022 4:16:52 AM

“Choices present a huge obstacle to meeting our objectives.”

Page No. 32 | Saturday, September 3, 2022 4:17:03 AM

“* Choices are a problem, because choices force you to decide what you want to do.”

Page No. 32 | Saturday, September 3, 2022 4:17:53 AM

“Punctuality is nonnegotiable. Getting to work on time is not a goal; it’s a task.”

Page No. 33 | Saturday, September 3, 2022 4:20:09 AM

“The distance between your dream and the stark reality of your present is incredibly demoralizing—no wonder you give up on that goal.”

Page No. 34 | Saturday, September 3, 2022 4:22:49 AM

“The key is to set a goal, use it as a target that helps you create a plan for achieving it . . . and then do your best to forget all about that goal.”

Page No. 35 | Saturday, September 3, 2022 4:24:11 AM

“Everyone has goals. The people who actually achieve their goals create routines. They build systems.”

Page No. 36 | Saturday, September 3, 2022 4:24:55 AM

“No goal can be made meaningful. A goal either has meaning or it doesn’t.”

Page No. 36 | Saturday, September 3, 2022 5:55:06 AM

“The more you work to find or contrive or manufacture some sense of meaning, the less likely you are to achieve the goal.”

Page No. 36 | Saturday, September 3, 2022 5:55:12 AM

“Make this your mantra where goals are concerned: “I will set it . . . and then I will forget it.””

Page No. 38 | Saturday, September 3, 2022 5:57:59 AM

“Dream big. Set a huge goal. Commit to your huge goal. Create a process that ensures you can reach your goal. Then forget about your huge goal and work your process instead.”

Page No. 38 | Saturday, September 3, 2022 5:58:02 AM

“for now you must forget them, because you will never be able to give yourself positive feedback when you constantly compare yourself with your end goal. You will always be your worst critic because”

Page No. 40 | Saturday, September 3, 2022 6:01:12 AM

“for now you must forget them, because you will never be able to give yourself positive feedback when you constantly compare yourself with your end goal.”

Page No. 40 | Saturday, September 3, 2022 6:01:16 AM

“Waiting accomplishes nothing.”

Page No. 48 | Saturday, September 3, 2022 7:50:09 AM

“get a large wall calendar, one that shows the entire year. You hang it in a

place you can't miss it. And every day, once you've accomplished your task—remember, your task isn't to become a great comedian, your task is to write new material—you put a red X over that date. "After a few days," Seinfeld told Brad Isaac, "you'll have a chain. Just keep at it and the chain will grow longer every day. You'll like seeing that chain, especially when you get a few weeks under your belt. Your only job is to not break the chain."* Your only job is to not break the chain."

Page No. 48 | Saturday, September 3, 2022 7:50:51 AM

"Your Goal Must Always Choose Your Process"

Page No. 49 | Saturday, September 3, 2022 7:54:28 AM

"we are not what we think or wish or dream—we are what we do."

Page No. 70 | Sunday, October 16, 2022 10:38:22 PM

"you don't need to be world-class. Get to the 90 or 95 percent level in any pursuit and you will be extremely successful and will feel incredibly good about yourself."

Page No. 72 | Monday, October 17, 2022 5:56:37 PM

"us—we're too good to specialize."

Page No. 76 | Monday, October 17, 2022 6:02:48 PM

"professional "specialization" indicates accomplishment and success, when in fact the opposite is true."

Page No. 76 | Monday, October 17, 2022 6:02:55 PM

"None of us should be just one thing. We all possess, or can possess, a variety of skills—including skills we aren't using."

Page No. 76 | Monday, October 17, 2022 6:03:07 PM

"want—and you don't need to wait for someone else to help you."

Page No. 78 | Monday, October 17, 2022 6:08:09 PM

"want—and you don't need to wait for someone else to help you."

Page No. 78 | Monday, October 17, 2022 6:08:12 PM

"you don't need to wait for someone else to help you."

Page No. 78 | Monday, October 17, 2022 6:08:21 PM

"The only thing holding you back is you—and your willingness to try."

Page No. 78 | Monday, October 17, 2022 6:25:25 PM

"some of the worst words you can say are "If I had only . . ." Think about something you dreamed of doing five or ten years ago"

Page No. 79 | Monday, October 17, 2022 6:27:09 PM

"some of the worst words you can say are "If I had only . . .""

Page No. 79 | Monday, October 17, 2022 6:27:14 PM

"When you're sitting in that rocking chair, you'll think about the things you wanted to become."

Page No. 80 | Monday, October 17, 2022 6:28:13 PM

“developers—the skills you gain will stay in your tool kit. While over time you will naturally lose some degree of proficiency, you will always retain the core skill and”

Page No. 81 | Monday, October 17, 2022 6:29:28 PM

“developers—the skills you gain will stay in your tool kit. While over time you will naturally lose some degree of proficiency, you will always retain the core skill and will be able to quickly tune yourself up again if necessary.”

Page No. 81 | Monday, October 17, 2022 6:29:32 PM

“Strength is hard to build the first time, but regaining strength lost is much easier.”

Page No. 81 | Monday, October 17, 2022 6:30:52 PM

“putting more focus on one area automatically reduces the focus on another.”

Page No. 82 | Tuesday, October 18, 2022 10:34:57 AM

“The more money you want to make, the less happy you may need to be. The happier you want to be, the less money you may be able to make.”

Page No. 82 | Tuesday, October 18, 2022 10:35:10 AM

“You can’t have it all . . . but you can have”

Page No. 83 | Tuesday, October 18, 2022 10:35:39 AM

“You”

Page No. 83 | Tuesday, October 18, 2022 10:35:42 AM

“You can’t have it all . . . but you can have a lot.”

Page No. 83 | Tuesday, October 18, 2022 10:35:46 AM

“If you’re not happy, rethink your definition of success. The one you have is not working for you.”

Page No. 84 | Tuesday, October 18, 2022 10:37:18 AM

“you can have a lot more than you currently do, whether what you”

Page No. 84 | Tuesday, October 18, 2022 10:37:36 AM

“Goals everyone else thinks are crazy—pursuits no one else but you may see as worthwhile—are great.”

Page No. 85 | Tuesday, October 18, 2022 10:39:05 AM

“We are all different, and so are our goals.”

Page No. 85 | Tuesday, October 18, 2022 10:39:13 AM

“Just ask anyone who ignored the basics in his life (it’s almost always men) to pursue a goal . . . only to feel empty and hollow because the “trophy” on the mantel came at too high a cost. Happiness requires evenly balancing”

Page No. 86 | Tuesday, October 18, 2022 10:41:43 AM

"Just ask anyone who ignored the basics in his life (it's almost always men) to pursue a goal . . . only to feel empty and hollow"

Page No. 86 | Tuesday, October 18, 2022 10:41:46 AM

"Just ask anyone who ignored the basics in his life (it's almost always men) to pursue a goal . . . only to feel empty and hollow because the "trophy" on the mantel came at too high a cost."

Page No. 86 | Tuesday, October 18, 2022 10:41:50 AM

"Happiness requires evenly balancing your multiple nonnegotiable goals, blending in a negotiable goal where appropriate . . . and never, ever forgetting to self-evaluate along the way to ensure the balance never gets out of whack."

Page No. 86 | Tuesday, October 18, 2022 10:42:03 AM

"If you're constantly worried about or thinking about money, your first goal must be to generate more income, because money clearly matters a lot to you."

Page No. 87 | Tuesday, October 18, 2022 10:43:01 AM

"Every goal should support multiple aspects of your life."

Page No. 88 | Tuesday, October 18, 2022 10:45:00 AM

"Your goal must be unquestionably measurable."

Page No. 90 | Tuesday, October 18, 2022 10:50:30 AM

"The best goals are binary:"

Page No. 91 | Tuesday, October 18, 2022 10:50:53 AM

"They're so specific you can't help but know whether you have achieved them or not. They're"

Page No. 91 | Tuesday, October 18, 2022 10:50:57 AM

"They're so specific you can't help but know whether you have achieved them or not."

Page No. 91 | Tuesday, October 18, 2022 10:51:02 AM

"Fuzzy goals are meaningless."

Page No. 91 | Tuesday, October 18, 2022 10:51:20 AM

"Fuzzy goals are meaningless. The best goals are goals you can see and taste and visualize in great detail, because they're based on a real accomplishment and not a vague statement of intent."

Page No. 91 | Tuesday, October 18, 2022 10:51:32 AM

"your goal must help you overcome that challenge."

Page No. 91 | Tuesday, October 18, 2022 10:52:53 AM

"“idea” should really be a verb, because an idea does not actually exist until you turn your inspiration into action."

Page No. 92 | Tuesday, October 18, 2022 10:54:16 AM

“Instead of acting, though, I let “idea” stay a noun. I didn’t make “idea” a verb.”

Page No. 93 | Tuesday, October 18, 2022 10:56:18 AM

“ideas without action aren’t ideas.”

Page No. 93 | Tuesday, October 18, 2022 10:56:30 AM

“ideas without action aren’t ideas. They’re regrets.”

Page No. 93 | Tuesday, October 18, 2022 10:56:34 AM

“Quote”

Page No. 93 | Tuesday, October 18, 2022 10:56:59 AM

“you absolutely must trust your analysis, your judgment, and even your instincts—and act on that trust.”

Page No. 93 | Tuesday, October 18, 2022 10:57:52 AM

“You certainly won’t get it right all the time, but if you let “idea” stay a noun, you will always get it wrong.”

Page No. 93 | Tuesday, October 18, 2022 10:57:58 AM

“If your goal is to become extremely wealthy, get started on your entrepreneurial journey.”

Page No. 93 | Tuesday, October 18, 2022 10:58:44 AM

“If your goal is to advance your career, determine what matters most to your organization”

Page No. 94 | Tuesday, October 18, 2022 10:58:48 AM

“If your goal is to advance your career, determine what matters most to your organization and start finding ways to make a quantitative difference in that aspect of the business.”

Page No. 94 | Tuesday, October 18, 2022 10:58:53 AM

“You will never achieve your goals if your approach is to wait.”

Page No. 93 | Tuesday, October 18, 2022 10:59:00 AM

“Set a goal. Then look at what is required to achieve that goal.”

Page No. 94 | Tuesday, October 18, 2022 10:59:11 AM

“Be “unrealistic” when you set a goal, and then be realistic about how you will achieve that goal.”

Page No. 94 | Tuesday, October 18, 2022 10:59:24 AM

“To Gain Incredible Willpower . . . Need Less Willpower”

Page No. 94 | Tuesday, October 18, 2022 10:59:36 AM

“Success → Motivation → More Success → More Motivation creates”

Page No. 94 | Tuesday, October 18, 2022 10:59:45 AM

“Success → Motivation → More Success → More Motivation”

Page No. 94 | Tuesday, October 18, 2022 10:59:49 AM

“Step 1: Let everyone know you won’t be available.”

Page No. 95 | Tuesday, October 18, 2022 11:01:12 AM

“Interruptions are productivity killers, so letting people know you’re doing something special and will be out of reach for a day is an absolute must.”

Page No. 95 | Tuesday, October 18, 2022 11:01:17 AM

“PEER PRESSURE DOESN’T HAVE TO BE PRESSURE”

Page No. 96 | Tuesday, October 18, 2022 11:01:59 AM

“When you know you’re in for a long haul, your mind automatically adapts.”

Page No. 97 | Tuesday, October 18, 2022 11:03:40 AM

“The opposite happens when a deadline seems too aggressive:”

Page No. 97 | Tuesday, October 18, 2022 11:04:00 AM

“Don’t just set a deadline. Totally commit to hitting that deadline.”

Page No. 97 | Tuesday, October 18, 2022 11:04:14 AM

“feel free to play any mental games that help. Make a bet with someone else, or make a bet with yourself (where “losing” means you have to do something you really don’t want to do).”

Page No. 97 | Tuesday, October 18, 2022 11:04:25 AM

“Start your EPD at an unusual time.”

Page No. 97 | Tuesday, October 18, 2022 11:04:32 AM

“An EPD is not a normal day. Set the stage for atypical by breaking free of your usual routine.”

Page No. 98 | Tuesday, October 18, 2022 11:04:53 AM

“EPD Estimated Productive Day”

Page No. 98 | Tuesday, October 18, 2022 11:05:15 AM

“Have you ever taken a long car trip and left at 3:00 or 4:00 a.m.? The first few hours always fly by, because you stepped outside your norm.”

Page No. 98 | Tuesday, October 18, 2022 11:05:23 AM

“Delay and space out your rewards.”

Page No. 98 | Tuesday, October 18, 2022 11:05:35 AM

“Say you like to listen to music when you work. On an EPD, keep the music turned off for the first few hours.”

Page No. 98 | Tuesday, October 18, 2022 11:05:38 AM

“That way, when your motivation starts to flag, a little music will provide a great boost to your morale.”

Page No. 98 | Tuesday, October 18, 2022 11:05:52 AM

“Whatever ways you typically tend to “treat” yourself, think of those treats as personal productivity bullets.”

Page No. 98 | Tuesday, October 18, 2022 11:05:58 AM

"If you use all your ammunition too early, you'll have nothing left when you really need it."

Page No. 98 | Tuesday, October 18, 2022 11:06:02 AM

"Delayed gratification is always better gratification—and better motivation."

Page No. 98 | Tuesday, October 18, 2022 11:06:06 AM

"Refuel before you think you need to refuel."

Page No. 98 | Tuesday, October 18, 2022 11:06:10 AM

"Plan to eat or snack a little earlier than normal."

Page No. 98 | Tuesday, October 18, 2022 11:06:18 AM

"plan meals wisely. Don't take an hour-long lunch break."

Page No. 98 | Tuesday, October 18, 2022 11:06:41 AM

"key is to refuel, recharge . . . and keep rolling."

Page No. 98 | Tuesday, October 18, 2022 11:06:46 AM

"A productive body in motion tends to stay in productive motion."

Page No. 98 | Tuesday, October 18, 2022 11:06:52 AM

"Take productive breaks, not relaxation breaks."

Page No. 99 | Tuesday, October 18, 2022 11:06:57 AM

"Momentum is everything on an EPD (and"

Page No. 99 | Tuesday, October 18, 2022 11:07:00 AM

"Momentum is everything on an EPD"

Page No. 99 | Tuesday, October 18, 2022 11:07:04 AM

"Momentum is everything on an EPD (and on every other day). Don't take a walk"

Page No. 99 | Tuesday, October 18, 2022 11:07:19 AM

"breaks should reinforce your sense of activity and accomplishment."

Page No. 99 | Tuesday, October 18, 2022 11:07:26 AM

"Pick a few productive tasks you like to perform—and gain a sense of accomplishment from—and use those for your breaks."

Page No. 99 | Tuesday, October 18, 2022 11:07:30 AM

"Spending even a few minutes in the land of inactivity weakens your resolve."

Page No. 99 | Tuesday, October 18, 2022 11:07:35 AM

"Take your breaks at a counterintuitive moment."

Page No. 99 | Tuesday, October 18, 2022 11:07:49 AM

"When you take a break, don't stop when you complete a particular task."

Stop in the middle.”

Page No. 99 | Tuesday, October 18, 2022 11:07:53 AM

“Stopping in the middle of doing something awesome—or stopping right before you’ll start doing something awesome—ensures you’ll avoid the temptation of procrastination.”

Page No. 99 | Tuesday, October 18, 2022 11:08:12 AM

“Stopping short allows you to instantly focus and concentrate when you resume whatever you were doing.”

Page No. 99 | Tuesday, October 18, 2022 11:08:26 AM

“If you stop after you’ve just finished something significant or major—if you stop when you feel you’ve crossed a finish line and are nearly spent—it can feel extremely difficult to move on to whatever is next,”

Page No. 100 | Tuesday, October 18, 2022 11:09:40 AM

“Quitting is a habit.”

Page No. 100 | Tuesday, October 18, 2022 11:10:02 AM

“Don’t stop until you’re done—even if finishing takes longer than expected.”

Page No. 100 | Tuesday, October 18, 2022 11:10:06 AM

“Stopping short is an easy habit to form.”

Page No. 100 | Tuesday, October 18, 2022 11:10:10 AM

““Winning is a mind-set. Refusing to give up is a mind-set.”

Page No. 101 | Tuesday, October 18, 2022 11:11:16 AM

“Success is a mental game.”

Page No. 101 | Tuesday, October 18, 2022 11:11:31 AM

“Step 1: Every Sunday, map out your”

Page No. 102 | Tuesday, October 18, 2022 11:12:18 AM

“Step 1: Every Sunday, map out your week.”

Page No. 102 | Tuesday, October 18, 2022 11:12:20 AM

“While long-range goals may not be urgent, they are important, and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:36 AM

“and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:40 AM

“While long-range goals may not be urgent, they are important, and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:50 AM

“While long-range goals may not be urgent, they are important, and if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:54 AM

“if you aren’t careful, the important can easily be pushed aside by the urgent.”

Page No. 102 | Tuesday, October 18, 2022 11:12:56 AM

“You already schedule meetings and appointments. Go a step further and block out time to complete specific tasks.”

Page No. 103 | Thursday, October 20, 2022 3:20:11 PM

“Success is based on getting important things done.”

Page No. 103 | Thursday, October 20, 2022 3:20:38 PM

“success isn’t based on getting things done. Success is based on getting important things done.”

Page No. 103 | Thursday, October 20, 2022 3:20:42 PM

“sometimes subtraction is the best addition.”

Page No. 106 | Thursday, October 20, 2022 3:22:49 PM