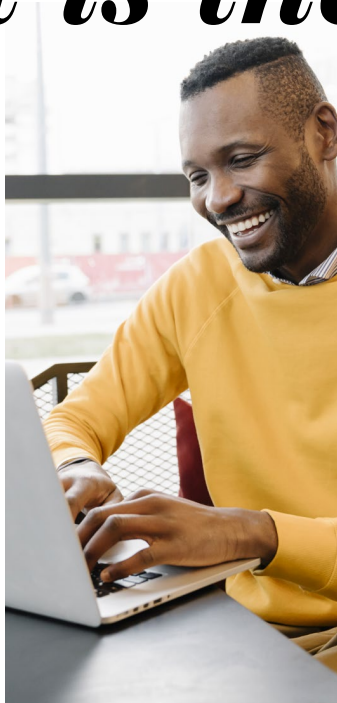




Four Surprising Career Habits of **Highly Successful People**

What is the secret to success?



When observing highly successful people, it's easy to assume they must have had a string of great luck that landed them in their good fortune. Or, if it wasn't luck, we assume they must have been born with super-human abilities that made their rise to greatness quick and effortless. But our latest research confirms good luck and good genetics have very little to do with success.

According to our study of more than 1,800 employees, the most important factor to personal and career success isn't good luck, natural talent, or even decision-making—it's HABIT.

That's right, people's simple routine behaviors trump all else when it comes to achieving success.



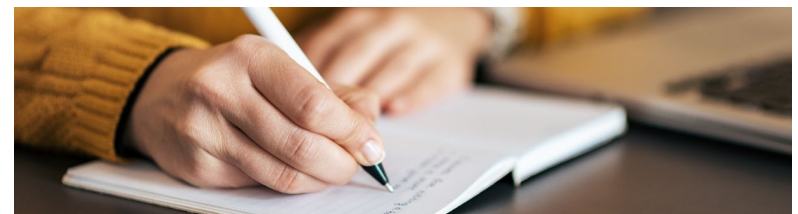
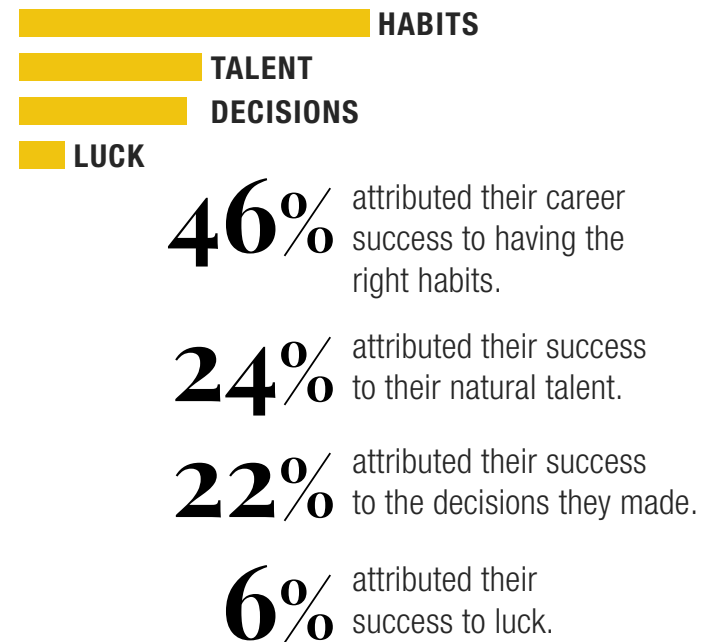
Habits Trump All

In fact, our study participants attributed nearly 46 percent of their career success to having the right habits. They said the decisions they made accounted for 22 percent of their success—making habits more than twice as critical.

And for those who feel they're simply not cut out for the job, the good news is habits far outweigh natural talent as well, which came in at just over 24 percent. Luck fell a distant fourth at just 6 percent.



WHAT CONTRIBUTED TO YOUR SUCCESS?



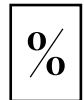
4 Surprising Habits of Career Success

Surprisingly, many of the habits people attributed to their success are less heroic than they are simple. For instance, here are just some of the career habits that respondents said spelled the difference between success and failure:



1. THINK ***YES*** BEFORE SAYING ***NO***.

Be open to opportunities to grow and expand outside of your comfort zone.



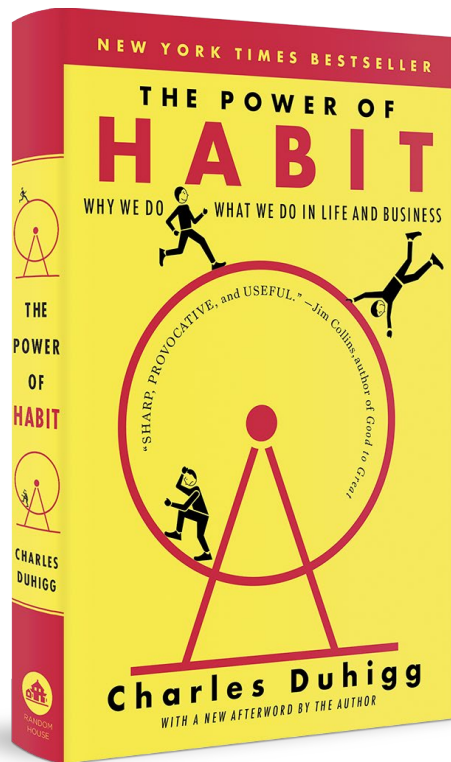
2. TRUST YOUR GUT. Do your research but stop at 80 percent confidence rather than 110 percent.



3. BE CURIOUS. Dedicate time each week to dreaming and researching. Know the dream is free but hustle costs extra.



4. PRIORITIZE DIFFICULT. Do the hardest or most important thing on your to-do list first.



Simple Shifts, Real Results.

A lot of these simple habits are what we call Trigger Habits. While they seem small, they actually trigger a series of other powerful habits. For instance, ‘Thinking yes before saying no,’ is likely to create a habit of being less impulsive, more thoughtful, and even more visionary and creative. In fact, many of the good habits successful people have at work carry over into their personal life.

So instead of agonizing over every decision, feeling yourself down and out because you aren’t as gifted as the next guy, or wearing your lucky socks to work each day, learn how to create new, simple habits that will jumpstart your workplace performance. The skills to learn and adopt new habits are taught in our new training course The Power of Habit™, which is based on the *New York Times* best-selling book of the same title by Charles Duhigg.

3

**Tips to
Learning New
Career Habits**



1 *Spot the Lag*

Identify the areas in your career where you're not getting the results you want, then identify the habits that will produce those results. If you can't see the lag or the desired habits, invest in 360° survey to gather feedback from peers, ask a mentor or manager where you could improve, or find training and development opportunities that teach the skills you need to reach the next level.



2 *Make it a Ritual*

Create a ritual around the new habit by engineering your environment—time of day, place, people, objects, etc.—so that it's conducive to doing the habit. Set up reminders—or cues—and arrange your world so that doing the behavior comes easier. For example, if you are trying to develop a habit of quickly processing incoming email, then disable social media, instant messenger tools, and other distractions on your computer so you can focus on the new habit.



3 *Reward Yourself*

Every time you complete your new routine, reward yourself—*immediately*. Maybe you indulge in a special treat, an activity, or delay indulgence in your favorite guilty pleasure until after you complete the new routine. This becomes your incentive—*not* the results you hope for. The results will follow but reward yourself immediately to fire up your motivation in the beginning.

Habits by Design. Not By Default.

No amount of luck, talent, brains or good decisions can compensate for your habits and your routines. And that is good news for anyone looking to make changes in their career.

Ultimately, you're just a few habits away from success.



INTRODUCING THE POWER OF HABIT™ TRAINING

Adaptability is critical to success in our fast-paced, ever-changing world. Organizations, teams, and individuals often fail to make required—or even aspirational—changes because they are stuck in their habits. The Power of Habit Training draws on the science of habit formation and the skills taught in the *New York Times* bestseller by Charles Duhigg, to teach learners how to recognize when they need to change, what behaviors they ought to change, and how to make desired behaviors stick.

Learn more at www.byldgroup.com/cruciallifechangingskill/. Or give us a call at 1800 102 1345



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Together, we focus on improving the world by helping people improve themselves. We offer courses in the areas of communication, performance, and leadership, focusing on behaviors that have a disproportionate impact on outcomes, called crucial skills. Our award-winning courses and accompanying bestselling books include Crucial Conversations®, Crucial Accountability®, Influencer, and The Power of Habit™

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