

Introduction: One-minute habits for success course overview

Is the workload in your job decreasing, the number of responsibilities dwindling? I doubt it. Is the pressure to succeed and the associated stress increasing? I'd be shocked if it wasn't. More than ever we need hyper efficient help for achieving success. Our patience is wearing thin for trial and error with unproven time-consuming success hacks. I'm success expert and keynote speaker Scott Mautz. And in this course, I'll lay out a hyper efficient, yet, highly powerful plan to help you become more successful at work and in life. The course is built on two important insights. First, research shows you enhance your odds of success when you have the right mindset, skillset, and can reset or redirect your approach and renew your energy as needed. Second, success comes from habits. And habits are more easily formed from simple repeatable exercises. And that's exactly what you'll get in this course. You'll develop a mindset for success by improving yourself confidence and being mentally prepared to thrive under pressure for example. You'll boost your skill set for success through such things as better focus and communicating more clearly and concisely. And you'll learn to reset in ways such as renewing your sense of purpose and engaging in a powerful morning ritual. The help comes as a series of one minute habit forming exercises to choose from so that you can create your own tailored routine for success. They're the same habits I discovered through interviews with thousands of successful executives. And then I personally have used to run four separate multi-billion dollar businesses and to create an impact and income stream beyond my most aggressive goals as a successful entrepreneur. So, join me in my course, One Minute Habits for Success. And get ready to efficiently elevate your accomplishments.

One-minute habit for thriving under pressure

Ever disarm a ticking bomb, underwater? Unless you're an action movie star, probably not. Or, unless you're a US Navy bomb disposal expert, the group that inspired this three-step exercise for performing under pressure. Right before you enter a high pressure situation, like giving a big work presentation or a sales pitch. Take 60 seconds to do the following. Step one, think challenge, not threat. So much of your ability to thrive under pressure is based on your mindset and your initial response to the stress that's triggered. If you see something as a threat, your body responds in unhelpful ways, like an increased heart rate, sweaty palms, a sick feeling in your stomach, difficulty focusing, we've all been there. You're imagining everything that could go wrong, and feeling anxious makes you more anxious. It undermines your ability to perform. But, if you tell yourself, I'm prepared for this challenge, research shows you better handle the stress. Your focus increases dramatically, and your thoughts and emotions are more controlled. It enhances your ability to perform. Step two, regulate your breathing. Even when you're thinking challenge versus threat, some stress can still see through, it's human nature. Not to worry, take a few deep breaths, slowly inhaling and exhaling through your nose. It triggers a relaxation response and settles the mind to help it focus. It really works. This is why some martial arts instructors have their students train with a mouth full of water. Now, you're ready for step three. Focus on the first micro goal. Beforehand, break your macro goal into a

series of micro goals, small steps to achieve along the way. Doing so makes the challenge feel more doable, less daunting. As you're about to enter that high pressure situation, focus on nailing just that first micro goal, that first step. Don't worry about the entire outcome. Then, magic happens. You achieve that first micro goal, draw energy and calm from doing so, your preparation kicks in and suddenly you're in a state of flow, thriving under pressure. Research shows succeeding at a small initial goal in a high stakes situation drastically decreases anxiety, increases confidence, and sharpens focus. That's exactly what happens when I'm delivering a big keynote. Right beforehand, I focus only on the first micro goal. Nailing the opening line and the opening story. Soon thereafter, I'm in the flow. So, think challenge, not threat. Regulate your breathing. Focus on the first micro goal. Do so, and you will soar, not sink under pressure.

One-minute habit for self-confidence

What's the opposite of self-confidence? Feeling small, inadequate, like you're not enough; emotions triggered, especially when you compare yourself to others, all of which leads to you holding back. How many big successes do you know that were fueled by a spirit of feeling inadequate and holding back? Exactly. When we compare to others, we tend to contrast our weaknesses versus their strengths. We assume their success is due to their superiority versus favorable circumstances or a specific context they're operating in. It's an unwinnable war that devastates self-confidence, and a trap that it's so easy to fall into. It requires mental toughness to stand up to a force this strong. I could help with a 60-second exercise called The Comparison Dragon. Every time you catch yourself comparing to others, picture the image of a giant dragon, the comparison dragon. The more you compare and feed the dragon, the bigger the dragon gets, the smaller you feel, the more fearful you become, the more paralyzed you get. Hold that image of the growing dragon. Then picture driving it away, which you do by stopping the comparison in that moment. And then repeating to yourself three times: the bigger it gets, the smaller I feel, the more fearful I become, the more paralyzed I get. Again, the bigger it gets, the smaller I feel, the more fearful I become, the more paralyzed I get. Then, remind yourself the only comparison that matters is to who you were yesterday, and whether or not you're becoming a better version of yourself. The comparison dragon flees and self-confidence returns when you refuse to try and measure up to someone else's irrelevant circumstances; when you believe that you are enough, and that your differences don't make you lesser than, they make you greater than. The dragon is banished and self-confidence takes root when you bring your whole true self to your work. And instead of judging your work, you just do your work. When you honor the fact that throughout time there's only one you, to block the unique gifts you have to bring to the world would be a tragedy. It takes discipline, but with 60 seconds of practice at a time, you'll get much better at driving the dragon away. You move from self-criticism to self-acceptance, and that is the building block of self-confidence.

One-minute habit for continual learning

What does Steve jobs, Oprah Winfrey, and Bill Gates all have in common? A deep curiosity and burning desire to continually learn. It's no coincidence they're all wildly successful too. The concept of a fixed mindset versus a growth mindset is well-established now. A fixed mindset says you believe your abilities are a fixed trait. A growth mindset says you believe your abilities can grow through effort and learning. Not surprisingly, a growth mindset correlates with success. But having this mindset is easier said than done when learning opportunities are often the first thing we sacrifice when things get hectic. So how do you maintain a learning and growth mindset? Well, you do so with the 3C exercise. Take just one minute a week to ask and reflect upon this question: What shall I learn this week to advance my career, cause, and curiosity? Consider what you could learn to help your career. Maybe it's scheduling a lunch with a mentor who gives great career advice, or it's committing to read just a few pages a day of that book you've been wanting to read about leadership. Think about what you could learn to help feed your cause, something bigger picture that's important to you. A cause of mine is kindness, for example, a core value that adds purpose to my life. Every Monday I consider, what shall I learn this week to help promote kindness? It might be simply learning more about someone at work and how I might be able to help them. Maybe your cause is climate change. So you set a goal that week to learn about one new way you can act to reduce global warming. It's a form of learning that feeds a yearning. Finally, what could you learn that week that you're just curious about? Maybe you're interested in mythology and so you commit to reading one article on the topic. Perhaps you've always wanted to learn Spanish so you sign up for that online course. This kind of learning is just fun and sparks the love of learning for the sake of learning, for the joy of expanding your knowledge base. Once you've identified one thing you can do for each C that week, commit to it. Career, cause, curiosity, plan to feed each one just a little each week, and you'll keep the growing going.

One-minute habit for making a big impact

When all is said and done, we want to look back on our life and feel like we had an impact, right? It might surprise you that a big goal like this can be helped in such a little way with a 60-second POWER exercise. POWER is an acronym for five powerful ways to make an impact. Start by writing down what each letter stands for on an index card, then review it for one minute whenever you need inspiration to do more and be more. P, pinpoint would only you can lead. What are you uniquely suited to lead? What unique contribution can only you make based on your role in your organization or your specific skills and passions? Know what your superpowers are, your extreme strengths, and commit to use them to make things worth happening happen. The O stands for own a change sorely needed. What must change that you can be the champion of changing? I have a friend who didn't like the benefits that women on maternity leave were given at our company. So she led a huge policy change that she considers the most impactful work of her life. W, work on a system versus in a system. There's nothing wrong with working within a standard way of doing things, but you make a real impact when you improve the way

things are done. What system, process or standard way of doing things could you make better? A client of mine was plotting along just fine with her annual performance review process until an energetic HR manager overhauled their entire way of doing the reviews, unexpectedly reducing employee turnover by 30%, by the way. Now the E, establish an unmet need to fill. What deed simply needs doing that you could step up and do? The next time you say, "You know, someone should really do something about that," ask yourself, "Why not me?" In the world of marketing, the brands that have the biggest impact on people's lives are often the ones that fill an unmet consumer need. Finally, remove a barrier. We have the biggest impact when we help others, not just ourselves. How might you remove a barrier in someone's way and help them move forward? How could you help someone solve a circumstance? So remember the power of this POWER exercise, and pull out that index card when you want to make your mark.

One-minute habit for taking accountability

Research shows the number one barrier to success that CEOs say they've consistently experienced throughout their career is lack of accountability. Accountability, of course, starts with you. Practice elevating your personal accountability with a one minute review of the accountability asks. When facing a problem or something gone wrong, ask yourself the following and answer with brutal honesty. Am I owning or avoiding? Making progress or excuses? Apologizing or antagonizing? Being brave or blaming? Being personally accountable comes down to these four questions. That's it! Let's review. Considering the problem at hand, if you're owning, you're taking responsibility, stepping up to address the issue. If you're avoiding, you're dodging responsibility, looking the other way, not stepping up, doing nothing. As with all of these questions, there's no in-between here. You're either owning or avoiding, period. If you're making progress, you're doing something different to help solve the problem. If you're making excuses, you're not addressing reality, slowing forward movement, being dishonest, or playing the victim. Don't underestimate how much at odds these two things are with each other. For example, I once gave a keynote for a company that had painted on a lobby floor of their headquarters for every employee to see every day as they walked in, the opposite of progress is excuses. If you're apologizing, you're atoning for your mistakes and the impact they had. If you're antagonizing, you're making the problem worse by seeming callous or indifferent. If you're being brave, you're openly acknowledging your errors, admitting how you're contributing to the problem, and accepting the consequences. If you're blaming, you're pointing fingers, acting cowardly, or even lashing out. Really, the idea here folks is just to check yourself to ensure that you're displaying the former of these behaviors in each case when trouble arises, not the latter. Do so and you'll be a role model for the kind of accountability that fosters success.

One-minute habit for better focus

I asked 3,000 successful executives what skill most helped their productivity, which is key for success. 74% said the ability to focus. Let's improve your focus with a one-minute

exercise called the mental spotlight, very effective for when you really need to concentrate. Here's how it works. Picture a spotlight in a dark theater shining onto a stage. The beam of light is narrow at the top then broadens when it hits the stage. This mental image is a metaphor for how you're going to create intense focus. First, ensure you've created the dark theater environment by shutting off distractions. Put your phone in another room, or at least turn off notifications. Wherever your location is, go to a quiet space without traffic or put on earphones as a signal that you're not to be disturbed. On your computer, close all applications, especially email and social media, except the one of course you're working with in full-screen mode. With a darkened surrounding environment now, picture yourself at the top of the beam of light at its narrowest part. It's narrow here because this is where you decide what you need to focus on. Many of us don't have a problem focusing per se, honestly, we have a problem deciding what to focus on. We jump from task to task or multitask, which is doing two things at once, which we think we're great at. But in truth, neuroscience research shows we lose 40% of our productivity when we multitask. So choose what to focus on. Continuing with a mental image, now tell yourself to stay within that beam of light and ride it downward, maintaining the intensity and sharpness of focus on your task. Remind yourself that if you find your attention straying outside that beam of light, you know what it is you're trying to concentrate on, forgive yourself and move right back within that focused beam. Research shows we lose more focus when we catch ourselves not focusing and then beat ourselves up for it, so don't do that. Now, picture moving to the end of the beam of light where it widens. It's here that you're really locked in in a state of flow, mentally surrounding your task. It's here where you successfully drive your task to completion. That's the state of mind you're aiming for with this exercise. So go through the mental spotlight right before you need to focus. And you'll soon be on the stage of success.

One-minute habit for clear communication

Ever listened to someone not being clear and concise and thought, when will they get to the point? Probably, at the same time were you thinking, wow, what a success this person must be. Probably not. Being able to verbally communicate clearly and concisely strongly correlates with actual success and perceptions of you being successful. In other words, it's worth getting right with the SHARP exercise. SHARP is an acronym to review for 60 seconds before delivering an important verbal communication. Here it is. S: start by thinking, not talking. Think through what you want to say before saying it. Now I know, that sounds basic but not doing this is the number one barrier to communicating clearly. Many people simply reason, well, I think out loud so I'll think and talk at the same time but doing that produces the opposite of clear and concise. H: hone in on the main idea quickly. Don't meander or your audience will wonder what your point is and frankly wonder about you. Psychology shows it's important to get to the main point quickly to trigger evaluative versus judging thoughts from your audience. You want them evaluating what's being said versus judging who's saying it. Triggering evaluative thoughts means that they're considering your point. They're listening for more information or

perspective, deciding if they agree. That's what you want. Take too long getting to the point, though, and your audience fills the time judging with thoughts that distract them, like will he ever get to the point? Or does she really know what she's talking about? Onto the A: add details sparingly. Don't over-explain. Give just as much context and information as needed to make your point. R: relate to the audience. Remember who you're talking to, why, what their beliefs and biases might be and tailor your approach accordingly. Not doing so risks the audience being unclear or even confused about where you're coming from. For example, a colleague of mine gave a keynote on taking advantage of business momentum to an audience that he didn't realize just went through massive layoffs. The audience was confused understandably, wondering how his talk applied to their situation and they tuned out almost immediately. He forgot to understand his audience's context. Ouch. Finally, precisely conclude. Quickly summarize your main point and be clear on actions you want the audience to take. This step is often forgotten in the SHARP exercise, a missed opportunity to close strong. So, keep your communication sharp with a SHARP exercise. It points to success.

One-minute habit for better listening

George Bernard Shaw said, "The single biggest problem in communication is the illusion that it has taken place." So true. We walk away not really having communicated with one another most often when poor listening skills are on display. Hardly a formula for success. You could dramatically increase your listening skills by taking just 60 seconds right before engaging with someone to repeat this three-word mantra: cleanse, quiet, comprehend. I'll explain. First, cleanse your mental palette by asking, "What has my attention right now?" If it's anything other than the person you're about to engage with, clear it away. Imagine taking a wet sponge and wiping away the mental residue on your brain, the lingering thoughts, worries, or distractions. Prepare yourself to zone in, so you don't zone out. It's about getting into a state of readiness to show interest in and empathy for another human being, to learn something, to better connect, all gifts not to be missed. Then, commit to staying quiet. Silence your agenda. Remind yourself not to talk until they're done. We all know that person who can't wait to jump in, constantly interrupting. Do you feel heard by that person? Of course not. I remember a coworker whose idea of listening was waiting for you to take a breath so he could take over the conversation. And I never tried to share the full breadth and depth of my thinking because, honestly, I knew I'd never get to it. I withdrew when I should have been extending my unique perspective. You certainly don't want to be the cause of reactions like that. Finally, comprehend. Think about it. You can tell whether someone's listening and understanding or not. Remind yourself to show up as listening by sending signals of absorption, little indicators to the other person that you're listening to and understanding them, like nodding your head, maintaining eye contact, asking thoughtful follow-up questions, or even taking notes. By the way, a pro tip on taking notes. Because you're not making eye contact while taking notes, say, "I'm listening, I'm just taking notes right now." The reassurance helps, as

lack of eye contact at any time throws communication off a little, even when you believe the person is listening. Cleanse, quiet, comprehend. Three words worth listening to.

One-minute habit for greater decisiveness

Indecision paralyzes, it creates doubt, uncertainty, lack of focus even resentment, multiple options linger sapping energy and killing a sense of completion. Timelines stretch will cost skyrocket. The decision directory helps eliminate all of this by improving your decisiveness. It's an index card you create. Listing the most common reasons why we don't decide and how to avoid the inaction. The key is to review it for 60 seconds when it's time to make the call. The first big barrier to decisiveness is perfectionism. You want to make the perfect decision with no trade-offs you're unwilling to compromise, poison. Stop seeing successes all or nothing all the time. Set a time by what you simply must decide and move on. The second big barrier is fear of a wrong decision. Stop overestimating the negative impact of a mistaken decision and underestimating the negative impact of you not deciding. Sometimes the best thing you can do for everyone involved so that everyone can move forward is to just make the call even if it's not always the best decision. Next, losing the plot. We can overestimate the importance of a decision causing us to needlessly hesitate when the stakes are low or we might lose sight of the objective of a decision causing us to unnecessarily complicate things or muddy up a clear choice among a set of alternatives. For example, an employee of mine had to make a minor decision on how to small image on a new product package would look. She lost sight of the fact that it really was just a minor detail dragging the decision on forever, burning up resources and the team's patients. She drifted to try and make decisions on other aspects of the package to losing sight of the fact that the objective of the decision was to simply select which small image to use that's it, timelines dragged down further and so on. You get the idea, don't lose the plot. The final barrier is operating in a vacuum. Decisions are harder when you keep rehashing the same information or the same set of experiences. Step back, distance yourself from the decision for a bit, clear away the fog of being too close and seek out fresh perspective from someone not so close to the decision. You'll be amazed at how quickly the right decision can come into focus. Choosing in decision does not lead to success. Instead, choose the decision directory.

One-minute habit for better meetings

Two things will be the death of us all. Number one: death. Number two: meetings. Now, I'm not against all meetings, just useless time-suck meetings, which is a lot of them. In fact, one study indicates on average, we believe 70% of meetings are a waste of time. What an opportunity to make a meaningful increase in productivity with even small changes. I can offer a five-word small change that has an oversized impact on meeting effectiveness. Try this. At the end of every meeting, take a moment to ask and answer this magic five-word question: Who'll do what by when? Here's why these words work wonders. First, they get everyone on the same page, taking away the same actions required from the same

meeting. So many times I've seen meeting drift where, after a meeting, memories turn fuzzy on what was discussed, and there'd be as many takeaways as there were meeting attendees. When you also assign names to actions at the end of a meeting, it increases the extent to which everyone pays attention during the meeting. You don't want to get assigned a task without knowing why and what's expected of you. Asking who'll do what by when also forces clarity of thinking, because you have to decide what exactly it is that needs to be done next. Many times, I've been at the end of a meeting where we began discussing the what that must be done, and we realize we haven't really finished our discussion or come to alignment on the issues or opportunities that would lead us to that answer. Committing to action forces you to get clear on the rationale behind the action. As for the "by when" part, it forces actions to be time-bound. People squirm when you assign a date to something they own, especially when you do it in front of others, but it does drive accountability. These five words enhance the entire quality of the meeting. When it's established that each meeting is going to end with this question, it changes engagement levels and improves quality of thinking, preparation, collaboration, and volunteerism, as no one wants to be consistently left off the "who" list. So, let's practice this phrase now that this video is drawing to a close. Who'll do what by when? You will apply this tactic at your next meeting. Agreed?

One-minute habit for thriving in adversity

Winston Churchill said, "Success is not final, failure is not fatal. "It is the courage to continue that counts." So true. So difficult to live by though, because in the face of adversity, courage can falter. You reset your courage and conviction when faced with setbacks and feeling your resilience wearing thin, you choose to find the agreeable adversity. Do this by taking a moment to ask yourself three specific questions. First, what's the good in what I'm going through? It maybe hard to see in the moment, but it's there if you're honest with yourself and keep an open mind. The adversity while making some paths more difficult for sure likely opens up other opportunities. When COVID-19 struck, I had a client who feared having to close their retail store, given the lack of customers, they were having trouble seeing any good in the difficult moment, until they realized they had an opportunity to sell more products online, via door to door delivery, and in other creative ways. They saw the chance to build stronger bonds with their surrounding community and a stronger brand. They pulled success from hardship. You can too. Next ask how could it be worse? And I don't mean this sarcastically, I mean it literally. Are there ways your situation could be worse? This is about putting the adverse situation in context by considering it in the bigger picture of things which makes it less painful. The less painful you can make it feel, the sooner you stop catastrophizing or feeling sorry for yourself about where you're at. in this way, you foster some gratitude which motivates you to move forward. Finally, how might this lead to personal growth? This isn't just about realizing that the adverse event could lead to your personal growth, it's about committing to take the action to make it so. Facing down adversity requires action which leads to growth, which leads to success. When COVID struck my keynoting business also suffered with live

events getting put on hold or canceled. But fortunately I saw in the moment a chance to grow my portfolio of offerings by building a home studio that I could use to broadcast keynotes to a remote audience. I learned so much about technology and adaptability along the way, and I'm better for it. So find the agreeable adversity in the face of setbacks and you'll find success.

One-minute habit for renewed purpose

Nothing motivates us in our work like working with a sense of purpose. When we feel we're working on something that matters something bigger than ourselves it fuels our best work and fosters success. And beyond that, a sense of significance. But what happens when your sense of purpose has eroded? How do you renew it? Actually, it's easier than you think. You can do so with a purpose, power up exercise. Here's how it works. And those days when meaning in your work seemed missing reflect on this question for a moment. What values will I embody today? People are often intimidated at the thought of living up to or even identifying their purpose. But the truth is just choosing to role model your most closely held non-negotiable values is the most direct, easy powerful way to work with a sense of purpose. When I'm having days where I don't feel much sense of purpose, I returned to choosing a core value of mine to embody for the day, like kindness or perseverance. Now research shows only about 50% of people can clearly articulate their core values when asked. If you're in the half that can't, well that's okay. Just take the time to think through and articulate exactly what your values are. Write them down even. Then after living those values on any given day you'll feel like you've accomplished things that matter, the deepest kind of success. That's what makes this exercise so powerful, that and the fact that when you live your values it integrates who you are with what you do. You feel authentic and like you're spending your time on the right things. It's an internal compass that guides your decisions. Something you can return to over and over when you feel lost. And again, living your values and feeling the related sense of purpose strongly correlates with success. One client company of mine was named the worst place to work in America two years in a row. Can you imagine? They went back to promoting their company values and reminding employees of their related company purpose. The number of positive responses to the survey question, I'm set up to be successful more than tripled at the company. You could feel successful and significant by using the Purpose Power Up exercise.

One-minute habit for getting unstuck

Research shows, 70% of us are disengaged at work. Many feeling stuck in something we aren't truly happy doing. Talk about a barrier to success. You have the power to get yourself unstuck and reset your passion for work. You just need a little know-how and an attitude of no more. You need a one-minute exercise called The Unstuck Manifesto. When you're feeling stuck, bored, like you're settling, recite these four things in order. First, I will take responsibility. Unstuck starts with you, you must realize you're in a rut before you

could pull yourself out of one. Will Rogers said, "The road to success is dotted "with many tempting parking spaces." Be honest with yourself if you put it in park and take ownership to get it back in drive. Next, I will identify patterns and habits. This is about being introspective and recognizing the unhelpful patterns you've fallen into, and the bad habits that are weighing you down. I had a colleague who hated her job, but she kept telling herself, "Just one more year, then I'll move on." Every year she pushed out doing something about it another year, trapped and settling, afraid to make a change, a tragic pattern. She also developed a bad habit that I had to call her attention to. She avoided talking about her job when friends asked, robbing her of the chance to get helpful perspective or a much needed push. Next up, I will recommit to the concept of challenge. Think what it means to challenge. It's to put opposition against, or test the abilities of something. Both increase your ability to succeed over time. But when we're stuck in a rut, we push the idea of being challenged out of our mind. Numbly staying in our comfort zone, taking the path of least resistance. We aren't challenging much of anything. Our assumptions, the status quo, or ourselves. This is about reminding yourself how exciting it is to be challenged, how it leads to growth. To whet your appetite for challenge again, start with a small doable challenge and build up from there. Finally, I will get the next thing going. It's hard to get unstuck and change course, if you don't have a destination, envision what you want to move towards and your next re-energizing step, commit to learning and growth opportunities and taking some risks. So, move forward using The Unstuck Manifesto and you'll move mountains.

One-minute habit to stop procrastinating

Study show we lose 55 productive days a year to procrastination. Time for a reset with this one minute exercise, don't delay. When procrastination surfaces ask yourself the three why's. Why am I procrastinating? Maybe the task bores you, you don't like doing it. You're afraid of failing at it. Be honest with yourself about the reason then find a positive to offset the negative. Bored? Make it more interesting. Displeasure for the task? Tired reward to finishing it. Indifferent? Clarify your goals and find the meaning or purpose behind the task. Next ask why must I get this task done? The pursuit of pleasure or avoidance of pain are basic human motivators, so use them. Consider the pain caused if you don't get the task done. If there's no pain, by the way consider eliminating the task from your to-do list in an effort to prioritize. Also consider the benefits. Are you underestimating the importance of completing the task or how good it will feel to get it done? Finally, why not start right now? Simply taking that first step to start a task triggers what's known as the Zeigarnik effect named after researcher Bluma Zeigarnik. Her studies showed that if you can manage to just start a task, you're far more driven to finish it. The brain registers when a task has started and when it has been interrupted. Uncompleted tasks nag at us driving us to complete the task. That's why TV shows often end their season with a cliffhanger episode. Creators know our brain remembers that last episode and the interruption in the story. Our brain wants a conclusion so we hungrily tune in next season. Simply starting a task also stops are overestimating how difficult or unpleasant a task will be. How many

times have you started on something and ended up telling yourself, "Oh, this isn't so bad." And be aware of lies you tell yourself they keep you from starting right now. I work better under pressure you say, but research shows the opposite. My willpower will kick in, you think, but studies show willpower is consistently overestimated while how quickly it's depleted is underestimated. You say setting self-imposed deadlines will keep you on track, but behavioral science shows it's far more effective to set deadlines externally like with your boss or a friend. So ask yourself the three why's and you won't know why you haven't asked them before.

One-minute morning habit for success

What's the most important first step towards having a successful day? Having a successful morning. It's the opportunity to hit the reset button each day. Renewing your energy and ability to achieve. Start your day in the right way with this powerful one minute morning ritual. As soon as you wake up or when you're in the shower or having your morning coffee, remind yourself to ditch, switch and enrich. I'll explain. Start your day, ditching or leaving behind unhelpful thoughts or hang ups that have been weighing you down. What must you move on from that keeps distracting you, aggravating you, or causing you to feel bad about yourself. I had to remind myself each morning for a while to ditch my frustrations over losing a job writing for a big business magazine at which I'd earned a huge following. I was stuck in, it's not fair mode. It wasn't helping me be successful, if I'm honest. I knew I had to let go. Which brings us to switch. Right after choosing to ditch unhelpful thoughts weighing you down, switch to something much more positive by asking yourself, "What's the most important thing to accomplish today that will move me towards my goals". It's this very intentional abrupt change in direction that thrusts you towards success. In that instance, you move from being to becoming, being in misery to becoming what you're striving for, what specificity. It's a powerful morning moment. In the becoming phase you're leaving behind something unhelpful and instead moving towards your goals in a prioritized and focused way. Now it's time to enrich. Success also very clearly correlates with a daily commitment to learn something, to experience something new, to enrich yourself. Commit to reading just a few pages of a book that interests you. Read one article during lunch on a topic you're trying to build expertise on. Or ask a colleague to tell you more about their job. You get the idea. So remember ditch, switch, and enrich. A three word morning ritual for success.

Building a success MAP

Terrific, you've nearly finished this course. Now it's time to develop a Success MAP or Success Minute Action Plan. You'll find a template to do so in this video's exercise file. The Success MAP summarizes all the one minute exercises in this course intended to help you build habits for success. Complete the MAP and you'll have an organized, tailored plan for creating the achievement assisting habits that are right for you in your situation. Success comes from building the right mindset, skillset, and reset habits. You've got the tools to

help you do that now, so get after it one minute at a time. By the way, if you want to learn more about me and my services, check out scottmautz.com. Here's to your success.