* Have a morning routine.
* Read your purpose and vision as a reminder of what you want to do/be.
* Visualize your day going perfectly, yourself making the most of your day. (What you are doing and how?)
* Visualize success
* The first step to do something is to see it in your mind.
* When taking a break – take a good refreshing break.
* Make a step-by-step plan for your major goal.
* Make your goals for the week.
* Make a daily to-do list – must have less but important items.
* Ask yourself this every time –

“Do I really need to do this?”