

"High Performance Habits"

How Extraordinary People Become that Way (Part 2)

March 9, 2020

- Updated "The Ultimate Gig Economy Opportunity" is in the Mannatech Library
- Next TNL, March 10th at Mannatech Corp offices or www.allaboutmannatech.com with Presidential Carol Merlo
- New website to share: www.thetruthaboutmannatech.com
- 2020 Tax Class March 17th – Click here to register: <https://www.mannatrain.net/tax.html>
- Mannatech 3 Lap Mini Incentive - Where are you in the incentive for the second lap?
- Mannafest 2020 is coming right where you are! Stay tuned for more information!
- Check out the new Immune specials available....

Book by Brendon Burchard

This will be a 3 Part Series: Today

PART 2: Social Habits

1. Habit 4: Increase Productivity

"The day is always his who works with serenity and great aims." Ralph Waldo Emerson

a. Sometimes being effective isn't enough because achievement can be hollow if it gets out of sync with

- 1) who you are.
- 2) what you really want to be doing
- 3) what you are actually capable of.

b. High performers have a deliberate approach in planning their days, projects and tasks.

Post statements in your office:

"I'm good at setting priorities and working on what is important."

"I am focused and avoid distractions."

c. Productivity Basics:

1) Setting Goals: this is the start and a must. Goals cause you to be more focused and engaged.

2) Maintaining energy: good sleep, nutrition and exercise are huge enhancers of productivity. Also, maintain positive emotions as happy people are more productive people, as well as studies show they produce higher quality of work, more dependable and greater creativity.

3) Focus: never forget the book "Power of Focus" by Jack Canfield, Mark Victor Hansen, and Les Hewitt. In a world of information overload, this is not as easy as it used to be. Distractions and interruptions cause dire consequences in our health and productivity. "Analysis paralysis" is so prevalent. Break this habit: never check your emails in the morning...causes overwhelm and reactivity which are not the emotions you want to set for the day. One study showed distraction reduces productivity 20%.

4) Work life balance: many say impossible. Stop it! Do not think in terms of even # of hours. Must be intentional about it.

If you are not doing the kind of work that is engaging and meaningful, you will always be out of balance. Take breaks for greater productivity.

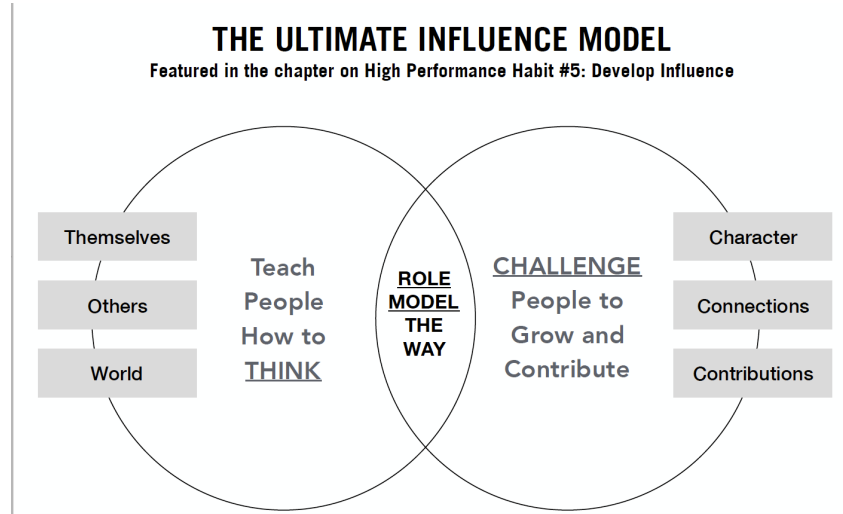
Ideal is every 45-60 minutes.

- d. Increase the outputs that matter
 - 1) "Nothing is less productive than to make more efficient what should not be done at all." Peter Drucker
 - 2) High performers have mastered the art of *prolific quality output*.(PQO)
Emails and building complex folders reduces output as it steals precious time.
Just use search or threading.
Wherever PQO is, breakthroughs and wealth abound! Spend at least 60% of your time on PQO's.
- e. Chart your **Five Moves**...60%+ of time is dedicated to these
Inevitable distraction comes from unfocused efforts. "If there are only 5 moves that would make a goal happen what would they be?" For us easy, the 4 core and then Leadership development. Alternative: get sucked into a life of reaction and distraction.
- f. Get insanely good at core skills
Remind yourself every time you practice how critical this is for meeting your goals.
Picasso: ***"Only put off until tomorrow what you are willing to die having left undone."***

2. Habit 5: Develop Influence

- a. ***"Power is of two kinds: one is obtained by the fear of punishment and the other by acts of love."*** Mahatma Ghandi
- b. Culture in your organization is critical. Define what culture you have created, and then define what culture you desire.
- c. Command and control is not workable. "No one is ever stuck. They just lost perspective."
- d. Influence is a primary skill to master in order to be effective. What makes influence actually happen? Raising ambition. First relate to people then raise their ambition to think better, do better or give more.
"We're not who we say we are, we're not who we want to be. We are the sum of the influence and impact that we have, in our lives, on others." Carl Sagan
- e. Think of your team members as collaborators. As you lead so shall they so this is prolific in your organization. Issue a challenge to do something great together. The more you ask and share your ideas, the more comfortable people get with your requests and buy into the ideas.
- f. Never forget to give...and the greatest thing you can give in an organization is trust, autonomy and decision making authority.
- g. Be a champion of people. Take the time to think of 2 people who had incredible influence over your life. Answer:
 - 1) What made each person influential in your life?
 - 2) What was the greatest lesson that person taught you in your life?
 - 3) What values or traits did they inspire you to embody in your own life?
- h. These people ***shape how we think, challenge us in some way, and serve as role models.***

These three practices are critical for all of us to develop to be influencers.



1) Influencers shape how we think

How do we want them to think about themselves?
How do we want them to think about other people?
How do we want them to think about the world?

2) Influencers challenge people in 3 realms:

- (a) Challenge their character
- (b) Their connection with others
- (c) In their contribution...make a meaningful difference

"A teacher effects eternity." Henry Adams

3) Influencers "role model" the way. 71% of high performers say they think of role model every day.

So, not just about being a good person, but how to act so others might follow.

Are we truly conscious about that? "Most people do not think about that kind of thing."

"There's just something magical that happens in our life when we let all the drama go and decide to ask how we can be role models again."

The author asks *"What if our ability to be truly influential is our ability to be influenced?"*

3. Habit 6: Demonstrate Courage

"There are two ways of meeting difficulties: you alter the difficulties or you alter yourself to meet them." Phyllis Bottome

- a. *"The kind of courageous acts that you are proud of at the end of your life are when you faced uncertainty and real risk, where the stakes mattered, when you did something for a cause or person beyond yourself, without any assurance of safety, reward or success."*

b. Courage can revolutionize your life. Demonstrating courage IS the cornerstone of high performance. High performers report taking action despite fear much more often than others.

c. Studies show those who are more likely to self-report high levels of courage are those who

- Love mastering challenges
- Perceive themselves as assertive
- Perceive themselves as confident
- Perceive themselves as high performers
- Perceive themselves as more successful than other peers
- and are happy with their life overall

"Happiness makes you think you can do incredible things."

d. Most cannot define courage. Courage is not fearlessness. *"Courage is resistance to fear, mastery of fear, not absence of fear."* Mark Twain

e. Look at the different kinds of courage:

- 1) Physical
- 2) Moral
- 3) Psychological
- 4) Everyday courage

"The important thing is that you define what being more courageous means to you and start living that way."

f. Taking action despite having fear is not always courage. A teenager jumping off a high balcony to gain acceptance among his peers is not courage.

"Courage is more than overcoming fear." The outcome is what matters a great deal.

g. Top performers don't shrink at tough tasks. "Don't complain. Take action." is the response of top performers.

h. Here is Brendon's question: *"If your future best self - a version of you ten years older, who is even stronger, more capable, and more successful than you imagined yourself to be - showed up on your doorstep today and looked at your current circumstances, what courageous action would that future self advise you to take right away to change your life? How would your future self tell you to live?"*

i. Practices: These three practices :

- 1) Honor the struggle.

Take action. You want a great life, big dreams then you are going to need to change...TAKE ACTION. One act of courage is worth more than any Vision board. Mindset: we are a less courageous society today because we avoid struggle...and that decision leaves us with underdeveloped **character** and **strength** (the two key ingredients for courage).

No one who achieved greatness avoided struggle.

High performance requires real intention and Mastering of complex habits.

Anticipate the struggle. Conquer what is hard and quit copping out for the easy way.

"When we learn to see struggle as a necessary, important and positive part of our journey, then we can find true peace and personal power."

Trust that things will work out.

- 2) Share your truth and ambitions

"Our spirits soar when we feel unencumbered by fear or the weight of conformity. When we live our truth - expressing who we really are, how we really feel, what we really desire and dream of - then we are authentic; we are free. This requires courage."

BE REAL. If someone believes in you and sees greatness in you, try to live up to that.

"Only those who will risk going too far can possibly find out how far one will go."

T.S. Eliot

No one wants to be in connection with a fake person. WHO ARE YOU?

Courage requires a new degree of openness and honesty about who you are.

If you are failing to reach the next level of success it is mostly due to not asking for help!

"The most important thing in connecting authentically with others is to share your true desires with them."

The most lethal mistake people make is they don't ask for help!

"Ultimately you must ask yourself: *is your life about fear or freedom?*"

3) Find Someone to Fight For

Truth is if it were just for us, most of us would never give it our all. For Brian, it was his girlfriend. He came home one night, knew he wanted her for life but the lousy apartment they lived in, just getting by was not honoring the love of his life.

"She deserves better!" Something snapped and you know it is courage because all of a sudden you are ALL IN...no matter what.

From that day forward he was following his dreams with greater focus and intensity.

"We will do more for others than for ourselves. And in doing more for others, we find our reason for courage, and our cause for focus and excellence."

Finding your life's purpose is a focal point today...change the world, benefit millions. The research on courage suggests that people do things for noble causes beyond themselves. What is that for you?

These are the steps to progressive mastery:

1. Determine a skill that you want to master.
2. Set specific stretch goals on your path to developing that skill.
3. Attach high levels of emotion and meaning to your journey and your results.
4. Identify the factors critical to success, and develop your strengths in those areas (and fix your weaknesses with equal fervor).
5. Develop visualizations that clearly imagine what success and failure look like.
6. Schedule challenging practices developed by experts or through careful thought.
7. Measure your progress and get outside feedback.
8. Socialize your learning and efforts by practicing or competing with others.
9. Continue setting higher-level goals so that you keep improving.
10. Teach others what you are learning.

Do not dare play small, my friend. Do not feel guilt because you have high aims. Those dreams were seeded in your soul for a reason, and it is your duty to honor them. Do not hold back in life just to comfort or placate those around you. Holding back is not humility; it's lying. If the people in your life do not know your true thoughts, feelings, needs, and dreams, do not blame them. It is your lack of voice or vulnerability or power, not their lack of understanding or ambition, that is building the barricade to your potential. Share more, and you'll have real relationships that can support you, energize you, lift you. Even if they don't support you or believe in you, at least you lived your life. At least you put it all on the table. At least you honored the hopes of your heart and the calling of your soul. In your full expression lies your freedom. My friend, your next level of performance begins at your next level of truth.