

Priority Principles: Take Control of Your Outcomes in 2021

March 8, 2021

- Bill Walsh Mannatech Rainmaker Program: Is your application in?
- Live weekly Product and Business Meeting 1st Saturday of each month 10 AM CT: <https://zoom.us/j/215452258> or www.allaboutmannatech.com: others are prerecorded
- Next TNL: March 9th at 7:30 Pm CT www.allaboutmannatech.com
- This week's "Product Focus:" TruShape
- Are you on your way to Hawaii with us???

Article by John C Maxwell
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Intro:

In the face of adversities, leaders always rise!
We step back, reorganize priorities and then take action.
Recalibrate, check assumptions and then ACT with purpose.
Don't wait until you must change...become proactive about that process TODAY!

1. Working Smarter has a Higher Return than Working Harder
 - a. Franz Kafka said, "Productivity is being able to do things you were never able to do before."
How do you do this? Doing the same things with greater intensity rarely works.
 - b. Rethink...and surround yourself with successful people for advice on "how to."
 - c. Marketing expert Dan Kennedy says, "Disciplined use of the time everybody else wastes can give you the edge."
2. You Can't Have it All
 - a. Like a kid in a candy shop...narrowing his wants to one.
 - b. 95% of everything is KNOWING what you want. Clarity is crucial. Are YOU clear?
 - c. Make choices. Then run like the wind!
3. The Good is Always the Enemy of the Best
 - a. Most people can choose between good and bad, right and wrong. But when you have two good choices, then we're stuck!
 - b. The parable of the lighthouse keeper...
 - c. As you become more successful you must distinguish between the good and the best.
4. Proactive beats Reactive
 - a. Each person is either an initiator or reactor when it comes to planning. Where are you?
 - b. "You can choose, or you can lose." Choose Initiator! Reactor is losing. What are you initiating every day in your business? Am I doing things to make a difference?

5. The “Important Need” to Take Precedence over the “Urgent”

a. The more important we get the more that is on our plate. Every successful leader must learn how to juggle many high priority things on their plate.

b. As the list of tasks grows, "you can choose to agonize or organize!"

c. Here is a simple way to classify tasks that can help you quickly prioritize them in any given moment:

High or Low Importance

High or Low Urgency

#1: High Importance/High Urgency...you schedule and do these FIRST

#2: High Importance/low Urgency...you set deadlines for completion and fit these tasks into your daily routine

#3: Low Importance/High Urgency...find quick and easy ways to get this done with little if any of your time

#4: Low Importance/Low Urgency...you eliminate these altogether; if can't then delegate them; and if still can't, then schedule 15 minutes per day and over time get them done!