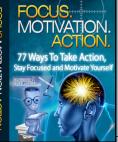


Do you tend to find yourself procrastinating a lot when it comes to getting your work done? Are you suffering from information overload which is causing distraction and less focus? Do you want to get more done while staying focused and motivated? Anyone can come up with a goal, but not everyone has the ability to achieve it.

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## Contínued...

## . 20 WAYS TO GET AND KEEP YOURSELF MOTIVATED BY SHARON JACKSON, MS, M.MSC

- 8) DO LESS I know that sounds counter productive, but really it's more effective. From first hand experience, I know trying to do too much in one day only creates stress and fatigue. In the long run, it will exhaust you leaving you feeling overwhelmed. This will require recovery time, which means days of being off track to compensate.
- 9) MOTIVATIONAL READING Sign up to receive motivational emails sent to your inbox, create your own motivating statement for yourself and post it for easy access in the morning, or read positive affirmations. These will all reduce negative thoughts and start your day with positive, motivational, optimistic thought forms.
- 10) SET TIME LIMITS To stay motivated, time is important. If you find yourself getting off track and wasting valuable time, remind yourself that you are motivated and will be responsible with those precious minutes each day. Remember, you need time to relax, so make sure you allow yourself that time. I'm referring to overextended conversations, meaningless TV, etc.
- DECONSTRUCT ARDUOUS TASKS Break multifaceted tasks into smaller, more achievable goals, that you can cross off more frequently.
- 12) CUT BACK ON ALCOHOL Alcohol is a depressant. It can cause you to sleep less and give you a hangover. When alcohol is involved, all motivation goes out the window. To stay on the straight and narrow, eliminate alcohol from your diet during the week or, at the very least, cut back when you know you have to get something done.
- 13) THINK OF THE END RESULT There's always a light at the end of the tunnel. Keep that finish line in the back of your mind the whole time, then think of how good it will feel when you reach it.
- 14) GIVE YOURSELF PRAISE AND REWARDS At the end of the week if you managed to complete your three daily tasks, treat yourself to a nice healthy dinner, a movie, a new book, or a spa treatment. Whatever appeals to you because you deserve it!
- 15) MEDITATE Meditation has so many benefits. Simply sit in a quiet place for a minimum of five minutes and allow your mind to clear and rejuvenate itself. Try to think of nothing. Imagine yourself sitting in a giant bubble and all you see is white, beautiful light. Try it, you'll notice how much more peaceful and grounded you will become.
- 16) PRAY Statistics have shown that a mind that is spiritual is healthier and balanced. Take a moment each day to give thanks and send love to the world. You will feel better and your reception to receive good will become expanded!
- 17) BE AWARE If you find yourself thinking negative, immediately think

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Must present coupon at time of payment expires January 31, 2013 coupon code POMNL 012013 several positive thoughts all consecutively to counter act the negativity. Negativity will only bring you down. You are now a positive, optimistic individual!

18) LET IT GO - When someone cuts you off on the road, do you really know their circumstance? Maybe they just lost their job or a loved one. Let it go and maybe even send a few kind words to them. Learn to let those little events and incidents go.





19) GIVE AND LOVE- The more you give and love, the better you will feel about yourself. If you have extra time, volunteer. Help a friend or neighbor. Remember our animal friends need love and care too! Volunteer at your local animal shelter.

20) ENJOY YOUR JOURNEY - Remember, life is a journey. Each minute is a gift. So, go enjoy your gift of life. Do only what you can. It's okay, really. Learn from your experiences and ALWAYS TRUST AND BELIEVE IN YOURSELF!



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