



SECRETS OF 5 MINUTES

Influence. Abandon. Reconnect.

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AUTHOR'S NOTE

Time is the quantity of different measures used for counting, measuring the time of events or their periods and quantifying the rate of changes in quantity in material reality or the conscious experience. Physical time is operationally defined as "what a clock reads."

What can you do in 5 minutes? Learn how to become an Influencing leader? or Learn on living Abundantly? or Learn how to Reconnect with your life? or Learn how to Develop a successful mindset?

It is all about you, and what you should know. You are capable of learning and practicing all.

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INFLUENCE

In this five-minute section, we are going to answer one simple question: what makes a great leader.

Many people will think of a leader as someone who takes tight control over a team, as someone who is loud and brash, and perhaps someone who is even a little physically intimidating when the need arises!

But as you'll see in this report, that's actually the furthest thing there is from a "great leader."

And if you act in this hands-on, aggressive manner, then you are only going to crush the soul out of your team, and stifle any real productivity or creativity.

So... Just What Is a Leader?

Of course, there will be an element of taking control, and every now and then you might need to calmly let a team member know that you aren't happy with them.

But the main roles of a leader are as follows:

- Protect the team
- Nurture the team
- Guide the team
- Inspire the team

When you can do this, you help your team to work more effectively toward end goals, while at the same time building a strong foundation that will keep the group strong for many years to come.

Let's start with that first one: what does it mean to protect team?

Simple, it means creating a safe environment where those following you are able to work to the best of their ability.

In a workplace setting, this means firstly making sure that they are comfortable in their work environment, and that they are happy doing the kind of work they are doing. Making sure that their most basic needs are met is a simple priority for any manager, and one that they should take extremely seriously.

If that chair is making your employee uncomfortable... then change it right away! How can they do their best work, if they are constantly squirming in their seat?

But protecting and nurturing your team goes beyond simply looking after them physically. Of course, this also extends to protecting their emotional wellbeing, and protecting them from decisions that might come from higher up.

This usually means making sacrifices, and it means taking responsibility.

As leader, you might well have goals that you need to meet. The poor leader will get stressed about these goals and will attempt to take a stranglehold over their team to make them happen. Likewise, when things go south, that leader will then be able to blame the team for the mistakes!

But what effect does this strategy have on the team itself?

If your team know that when things go badly, you are simply going to point the finger at them - potentially resulting in their jobs being at risk - then they are going to be much more stressed while working.

When we are stressed, this causes physical changes in the brain that actually stifle creative problem solving. Moreover, it causes us to rush and to make more mistakes. AND it prevents us from taking any creative risks.

Suddenly, the web designer will stop adding the flourishes that only they can bring to the design, and instead will churn out a by-the-numbers website.

Likewise, placing this kind of pressure on a team can cause them to being to argue. Suddenly, the fact that Jeff goes for 20-minute cigarette breaks is no longer an amusing quirk but rather a serious issue that is preventing work getting done.

You know what really prevents work getting done? Arguments!

That's why as manager, you become the first line of defense against interference from higher-up. When you fail to meet targets, that is now your responsibility. Taking this approach means your team remains safe, which means they can work MUCH more effectively.

Emotional Intelligence

Nurturing and protecting your staff therefore is also a matter of emotional intelligence. It means understanding what might cause them to become stressed and anxious, and it means valuing the importance of their contentment and good mood.

What else can you do to ensure that they are contented and happy working for you?

Well one key factor is to think about the way that you are delivering instructions, and effectively communicating. Your demeanor and communication will have a HUGE impact on the overall mood and feeling within the office. The reason for this, is that most teams will look to their managers and leaders in order to know how to react to news.

Thus, if you are reporting that the company has been struggling financially, you need to do so in a calm and an optimistic manner so that the team continues to work their best. Some poor leaders will use the opposite approach: they're emphasize how much trouble the company is in in a bid to get them to work harder!

But this doesn't work for all the reasons we have just discussed. And not only that, but it's practically inviting the team to look for work elsewhere!

Similarly, a good manager manages their emotions when communicating, and understands how the way they phrase an instruction or feedback can hugely impact on the way their team works.

For example, when you critique someone's work, you should always do so in a manner that seems impersonal, while at the same time paying complements to what the person has done well. Most important of all is to demonstrate your appreciation for the effort, and to show that the person is valued and their hard work is too.

Recognize that failure to choose the right wording can be the difference between someone happily making a change to a piece of work, or angrily storming home and refusing to complete the change out of principle!

Likewise, a great manager understands just how sensitive communication is between members of their staff - and thus they know to how to ensure they put the right people together.

One of the very BEST things that any leader can do to improve, is to take a class in emotional intelligence. This is something that should be compulsory for managers in fact!

Guidance

At the moment, your leadership might be sounding extremely passive! Your role is mostly to ask things politely and avoid arguments?

Of course, the job of a leader extends far beyond this. The other crucial role is for you to guide your team toward the desired goals and outcomes.

This means firstly knowing how to turn those overarching targets into shorter, more achievable goals. You should think of your team as a resource that you must spend wisely and efficiently.

That often means reconsidering the use of meetings that don't strictly serve any purpose, and likewise it means asking whether

projects and work are strictly necessary in service of the overarching goals.

That doesn't have to mean purely chasing numbers - it can also mean chasing more abstract things like work satisfaction.

But it also means that you avoid "playing manager." Many leaders like to flaunt their authority by calling unnecessary meetings, or working on vain passion projects that ultimately just waste resources.

Know your goal, and then know how to take the right members of staff and put them in the right places to complete tasks in service of that end-point.

This is where the next point comes in: strong communication.

A good leader **MUST** have excellent communication skills. Of course, the reason for this is so that you can instruct your followers in order to get the very best out of them.

Good communication in this context means firstly being able to provide clear instructions that can guide your team. If you communicate poorly, then mistakes can happen that would have been avoidable and those will be your fault.

Likewise, though communication is also important in order to provide all of the small nuances and the tones that help to make your team more responsive to what you are saying. This is how you help to manage the emotions and the motivation of your team to ensure they are constantly feeling valued and calm and therefore working to the best of their abilities.

In order to provide proper instructions to your team, make sure that you itemize each step that needs to be done in a clear and concise manner. At the same time, try to provide a reason for each request. This not only helps to better motivate your team, but it also allows them more flexibility and the ability to respond to changing circumstances.

If you tell your team to access the client list, and the client list is down, then they will come back to you for more instruction. This has wasted time and energy, while making them feel like little more than dog's bodies.

On the other hand, if you say "I need information on Mrs. Laura, please can you access the client list?" you have now provided more detailed information. As such, your team can make the decision that because the client list is down, they will instead consult some notes they took during their last call with Mrs. Laura.

It's only because they understand the reason for the instruction that they are able to do this. This also helps them to better understand what it is they're supposed to be doing, reducing the likelihood of confusion or error.

Speak So Others Listen

At the same time, being a leader is also about being able to talk so that others will listen. You can be the best in the world at giving instructions, but if the people you're talking to aren't listening to you, then this isn't going to be of much use!

This is why many of the people who become leaders are also highly charismatic, or what you might describe as being "alpha."

Is this something you can learn?

In the full eBook, we go into this skill in depth. But the good news that you need to know right now is that yes it can be learned.

One quick tip that can have a huge impact on your gravitas is knowing how to use long pauses and silences in order to draw an audience in. Again, leadership isn't about bombast but is instead about quiet confidence.

When you are silent for a moment, you will naturally exude confidence. Most people are afraid that if they stop talking for even a moment, they will lose their audience. By daring to be silent, you are able to demonstrate you have no such concern.

Further, this will cause people to learn in and listen to what you have to say, and it can instantly cause the rest of the room to fall much quieter so that they can hear you.

Likewise, you need to learn to speak using your body. That means moving your body around the room in order to command respect and attention. In order to do that, you need to believe 100% in the things you're saying. When you do this, you will naturally speak with both your voice and your body and that will make you much more dynamic and engaging.

The danger is that you end up looking as though you are trying to awkwardly play a character or a role. This is why it's important to practice over time and to expose yourself to the kinds of situations that will help you to develop that natural charisma.

A great example is to try standup comedy. For those who have never done it before, this is a hugely scary experience. But by practicing, you will find you become increasingly more confident about putting yourself out there in public. What's more, is that you will learn how to use timing and delivery to really sell your point.

Acting classes can also be a great option for leaders, as these teach you to use your whole body to convey a point, as well as to project your voice in a powerful and charismatic way.

Spend time developing these skills so that you are a commanding presence in the room, and so that people listen when you talk.

LIFE ABUNDANCE

Anyone has the opportunity to attract the abundance around them, and quickly realize that any goal can be attainable. What you need is to switch your mindset. In this 5-minute guide, you will learn how you can develop an abundance mindset. This will allow you to access all the wealth available for you.

There are two types of mindsets, a scarcity mindset and an abundance mindset. The scarcity mindset is more focused on limits or gaps. Meanwhile, an abundance mindset is about creating opportunities and being grateful for the present moment.

The best way to move from a scarcity mindset to an abundance mindset is to be aware of your scarcity-based thinking patterns. Starts by identifying which area of your life you perceive as not “being enough”. That could be financial, relationships, work, social, or personal.

Once you’ve identified the area that is the most challenging for you, reflect on what it is that you want. Abundance can mean different things to different people. It is important that you have a clear understanding of what abundance means to you. Let’s start by defining abundance. What does abundance in the area you’ve identified as “challenging” would look like? What are you doing now that is limiting you from accessing abundance? What can you do to change your situation? Once you’ve identified what you want, try to brainstorm some small actions that will lead you closer to that desire.

Here’s an example. Sally feels like she is unhappy in her love relationship. She would love to access an abundant love life. She wants to manifest a love relationship that is fulfilling and allowing her to be happy. What she perceives as limiting her from accessing an abundant love life is her partner who is not present for her. Instead of sitting back and feeling sorry for herself, she chooses to express

her feelings to her partner by sharing with him that she wants, which is to grow closer to him. By focusing on what she wants, she is able to clearly express the need as opposed to the gap.

This shift in mindset could bring benefits

Appreciate your life: Individuals who have an abundance mindset will appreciate more what they have and also the people in their life.

Access more opportunities: With an abundant mindset, more opportunities are revealed because you actually look for them.

Decrease your daily stress: Because people with an abundance mindset are less likely to have expectations that cannot be met, this allows them to live a life that has less stress and disappointment.

Reduce your anxiety: When you strongly believe that there are enough resources for everyone, you automatically trust that you can access what you need when you need it. Instead of finding yourself worrying about what you don't have, you are able to reduce your anxiety by knowing that you can manifest what you want when you need it.

Take control of your life: When you live with a scarcity mindset, you are often living as a victim. Like life happens to you as opposed to you making life happen. An abundance mindset will place you in the driver's seat and will give you more control over your life and a greater ability to create what you want to experience.

Foster happier and fulfilling relationships: We tend to attract people that think like us. If you are stuck in a scarcity mindset, you will have the tendency to attract people that limit themselves. Alternatively, if you cultivate an abundance mindset, you will start manifesting relationships that are uplifting, supportive and most of all that brings more abundance in your life.

Improve your health: People who demonstrate an abundance mindset are more grateful which is tied to better physical and psychological health. They are less likely to experience depression,

anxiety, stress and other chronic diseases that are often connected to one's lifestyle.

There are possible barriers in your way that stops you from accessing an abundance mindset. Here are some examples:

Focusing on the Gaps: A common mistake that we tend to do in a scarcity mindset is to place all our attention and energy on what is missing in our life. On the other hand, people that live an abundant life are natural at putting their energy on what they want to manifest. By switching your thoughts to be more oriented to what you want, you are painting a clear picture of what it is that you desire. By doing so, it is easier to find what you seek when you know what you want, as opposed to what you know you don't want.

You don't ask for help: In order to bring more abundance in your life, you need to be open to receive. And that includes receiving help from others. If it is difficult for you to say "yes" to someone who offers you help, you are telling the universe that you are not deserving of receiving from others. The same applies if you have a hard time asking for help. That is often a surprise to many that showing independence in our life can lead to blocking the flow of abundance. This is because if you can't accept help from others, you can't accept a little help from the universe. In order to shift this habit to bring more abundance in your life, try to find ways to ask for help, most people love helping. Accepting someone's help might just make their day.

You are uncomfortable with compliments: Compliments are a form of receiving similar to asking for help. If you are uncomfortable with receiving compliments from others, you are demonstrating that receiving is difficult for you. This can automatically lead you to more scarcity. Try to reflect on how you behave when someone compliment you on your skills.

You dwell on the past: To dwell on the past means that you spend a lot of your precious energy thinking about things that are no longer relevant. That behavior leaves you with little energy to manifest what

you want in life. If you want to change or accept your past, you have to make a choice now and bring your focus back to what you can do, now, to feel happier. If you want to have a more fulfilling life, ask yourself, what choice you can do right now to help you access more abundance.

You often use the words don't or can't: Our vocabulary says a lot about our mindset. A person with a scarcity mindset will use many limiting words such as "can't," "won't," or "don't." These words have the tendency to nourish a deep belief that we don't have enough and will never be able to access what we want in life. To shift to a more abundant life, pay attention to the words you use. Catch yourself using words that set a limiting belief and reframe them into words that empower you to do something about the situation.

You envy others: When we live with a scarcity mindset, we tend to experience feelings of jealousy and envy. We will often catch ourselves looking at others and wondering why we can't have what they have. One of the thoughts you could often have is wondering why is it that everyone else has what want and not you. Envy is a feeling that attracts scarcity because we focus on what we don't have. It can also lead to resentment toward some people and ruin relationships with friends and families. In order to shift to an abundance mindset, you need to start recognizing the good in your life and stop comparing yourself with others. Start by acknowledging what it is that you like about yourself, others or your life in the present moment.

Feed a sense of urgency: Some believe that being in the present moment means to manifest everything you need now. In fact, it is demonstrated that people who feed a scarcity mindset will be more likely to focus on immediate "wants." They feel the need for instant gratification, a sense of urgency that the need has to be met now. This type of behavior can be detrimental to one's life and have a negative impact on one's future. A great example is when an individual receives a sum of money that wasn't expected. Those with a scarcity mindset will have the urge to spend it right away on things

that are not necessarily essentials in the long run but something that they really want in the present moment. It is almost as if they think the money will disappear overnight if they don't spend it now.

Blame others: Do you feel like life isn't fair? Maybe you feel that a lot of the unfortunate situations you have experienced are not your fault but someone else. If so, it might be time for you to take matters into your own hands. It is basically giving up on your power and leaving all control of your life to external factors like another person. When you give up on your power, it leads you with hopelessness and inability to change your situation. One of the most common behaviors in people with an abundance mindset is their ability to take responsibility and do something to change their situation.

The points above are examples of behaviors that could be limiting you in your life. These behaviors are what we are trying to change to bring you closer to living an abundant life.

Two very important points to consider are the Law of abundance two premises: Balance and Clarity.

Balance: Giving and Receiving

In the law of abundance, it is important to understand that life is always about balance. And when we are not in balance, we are not able to manifest what we want. Balance means that you give as much as you receive. It also means that you are open to receive and open to give.

Most people who are unable to attract the abundance in their life are out of balance. Signs that you are out of balance would be:

You give a lot of your time and energy to others and don't do much self-care;

You love giving gifts to others and are very uncomfortable when others give you something;

You love helping others but refuse to ask for help because you feel you are independent;

If you find yourself in those statements, you are unconsciously telling the universe that you do not deserve to receive. You are the one who block the flow of abundance in your life because you are not open to receive simple gifts from others. You are throwing yourself off balance by giving more than receiving.

Clarity: Define What You Want

Knowing what you want is so important to manifest it. It is practically impossible for the universe to give you what you want if you don't know what you want. People who know exactly what they want can manifest their desires. It is sometimes easier to identify what we want by focusing on a feeling. For example, you know you don't want to be tied financially because you need to feel financial freedom. That feeling will be important because the more that feeling is present in your life, the more you will know that you are moving toward what you desire.

It is important to understand these two premises because it is often connected to behaviors that are subtle and not necessarily obvious that they block you from accessing abundance in your life.

RECONNECT WITH YOUR LIFE

It is becoming very challenging to put the phone down. Not only are most people working in front of a screen all day, but most do it at home too. Several people go home after work and sit in front of the TV and browse their phone.

We live a digitalized life. Over 80% of the population owns a mobile device, and 57% of them have more than one type of device. Not only are our electronic devices connected to the internet, but it is also in our car, the fridge, our watch, our games, and even our home. This omnipresence of technology begs the question, how can we free ourselves from an addiction to the digital world?

Here's a short survey that will give you an idea of your relationship with technology. While this is not a scientific survey, it gives you an idea of your relationship with the digital world.

Question

Do you sleep with your phone next to your bed?

Do you look at social media an hour or less before bed?

Is it hard for you to sit in silence (ex: on your commute or in a car)?

Do you eat most of your meals in front of a screen?

Do you use your phone as an alarm?

Do you check social media while you are at work?

Do you usually check your phone as soon as there is a notification?

Do you turn on the TV when you come home from work?

Do you have a smartwatch?

Would you say that your daily screen time is more than 5 hours a day?

Question

Is looking at your phone an automatic behavior that you don't always do consciously?

Do you have a hard time falling asleep or staying asleep?

Do you have difficulty with your attention or concentration?

Do you check your phone or browse social media when you drive?

Do you sometimes feel like your phone vibrates, and yet there are no notifications?

Do you feel anxious if you forget your phone or don't have access to it for a while?

Does it irritate you when people tell you that you are not listening or paying attention to them while they speak to you?

Would you consider your electronic devices as your most valuable belongings, something you could not live without?

Now calculate the totals, what do you notice?

Mostly NO: Great, that means that you have found a spot in your life where you use devices and, they don't use you and admittedly don't govern your life.

Mostly YES: This is a sign it's time to break up with your smart devices. Your life seems to be influenced a lot by your screen time; you might be losing a lot of time and energy on devices that don't fulfill you. Besides, if you said "yes" to almost all the questions, you are likely an artist at escaping reality. It might be time for you to take control of your life. It won't be easy to unplug, but with determination and patience, you will get there!

Mostly I DON'T KNOW: This is not necessarily a good thing. You might be in denial and unable to be aware of your behavior. This guide will help you be more conscious of your habits and how you can live a more fulfilling life.

The following steps are essential to help you make a change in your lifestyle so that you can adopt a healthier relationship with electronic devices and reconnect with your life.

Step 1: Identifying a Motivation

When we want to make a change in our life, we need to identify a reason to help us sustain the change. The best ideas are the ones that are close to our hearts as opposed to imposed by others. You can identify your motivations by finding answers to the following question: Why do I want to disconnect from the digital world? Write down all the reasons that come to mind. Make sure that you feel connected to personal reasons such as “to have more energy and time with people I love,” as opposed to extrinsic motivations like “because my partner or friends said so.”

Step 2: Being Ready to Change

Once you’ve listed your motivations, ask yourself: On a scale of 1 to 10 (1 being not really and 10 being absolutely), how motivated am I to disconnect from the digital world? If your score is under 5, it might not be the right time for you. You have an opportunity to reconsider your motivation and also the timing. A rating above 6 is more likely going to lead you to success.

Step 3: Identifying Actions

The last step is dedicated to actions. Make a list of all the things you could do to help you reduce your time in the digital world. Here are a few examples:

Put physical distance between you and the digital world. Get rid of the TV in the bedroom or leave your phone in the kitchen when sleeping.

Assign offline time during the day, like during dinner or two hours after waking up.

Turn off notifications on the phone.

When not at work, limit your screen time to two hours per day.

Assign days when you spend time with people you enjoy being around.

The key to success is to identify ways that are realistic and practical for you. It doesn't have to be an all or nothing approach. Slowly reducing your time in front of a screen, will allow you to get more comfortable with reality.

Practice Mindfulness

Mindfulness doesn't have to be a complex meditation practice. It can be a simple exercise of taking a moment to connect with your breath by taking three deep breaths. Mindfulness is the act of observing our experience in the present moment. Using the five senses is a great way to practice mindfulness. Observe what you smell, see, hear, feel, or taste. This practice will bring you to the present moment.

Do One Thing at a Time

Our society tends to encourage multitasking. On the other hand, it has created individuals who have a hard time being present. If you are spending time with a friend, be present, listen, and interact with the individual. Turn off your notifications on your phone and keep eye contact with the person who is interacting with you.

Train Your Mind

It is possible to train your mind to focus on the present. You can do so by recognizing when you are thinking of the past or the future. Choose a day or an hour when you will observe your thoughts. During that time, catch yourself when you are having thoughts that are not in the present moment. Like when you think of something that happened in your past or hoping for the future. Once you catch yourself, take three deep breaths to bring your attention back to the present moment.

Enjoy Your Meals

Many people have learned to eat in front of the screen. Unplugging while you eat, allow you to be present and enjoy the food that you eat. After every bite, force yourself to place your utensils on the table, and taste your delicious food. Observe the texture, the taste, and be mindful of every bite you take.

Create a Schedule

It is proven that a routine will trick your body into falling asleep at a specific time. Try to observe yourself, is there a time when you are tired? If so, make sure you go to bed before that time. Create a routine that allows you to complete everything before that time and go to bed. You can also set an alarm that will tell you that it's time to prepare yourself for bedtime. That way, you are less likely going to forget what time it is and be more successful at implementing a routine.

Have a Bedtime Ritual

When you go to bed, instead of scrolling down posts on social media, take 15 minutes to acknowledge what you are grateful for in the present moment. List all the things that at this moment you are thankful for. Whether it is the comfort of the bed you sleep in, the beautiful day you had, or the roof you have above your head. Being grateful is a fantastic way to appreciate the present moment.

Exercise

Exercises like yoga or running can be a great way to practice being in the present moment. Research shows that when you exercise, you are more likely to increase the control of your mind. Exercising is also connected with increased attention in school and academic scores.

Meditate

Meditation is practicing awareness. Many people believe that they have to stop thinking when they meditate. Yet, meditation is not about stopping yourself from doing something; it is more about

observing what is happening within you and around you. A simple way to meditate is to sit down and focus on a sound in the room. That sound can be a fan or a refrigerator. When you catch yourself drifting from that focus, bring your awareness back to the sound. You can do that for 15 minutes at a time daily. The goal is to observe yourself drifting and go back to the task.

Read

Reading is a great way to increase your ability to focus and pay attention to one task at a time. If you are reading on your mobile device, make sure to turn off all notifications so that you are not distracted during your reading. A great time to read is before bed, as it allows you to disconnect from the digital world and also calm your mind before going to sleep. It is preferable to use a book, which doesn't stimulate the brain as a screen would. Your local library likely has excellent books for you!

Write in a Journal

Journaling is another activity that can be done before bed and is a great way to focus your thoughts on one thing. Nowadays, there are useful journals that encourage thinking, or you can go simple and get a notebook and write your day in it or make it a grateful journal.

Make a List

How many times have you found yourself distracted from work because you had a sudden question in your head that lead you to browse Google for 15 minutes? It is so easy to be distracted when you give energy to every thought you have. The list will be an excellent way to put your thoughts down without distracting you for too long. When you need a pause from work, look at your list.

Increasing our awareness of how we use technology is key to succeeding in adopting healthier behaviors. Not only are we more likely to change our habits, but we are also more likely to change our life by being in control of our screen time.

DEVELOP SUCCESS MINDSET

When you think about someone who is successful, what comes to mind? Most people would think of the end result of being successful - the luxury cars, first-class airline travel, the financial freedom to see the world and the ability to buy anything they wanted.

But if you look closer at the successful person, you will see that behind all the money, beyond the expensive suit and underneath the power they have a successful mindset. Their mindset is the most important contributing factor to their success and if you choose, you can have a mindset that is exactly the same, opening you up for success in the very same way.

What is a Successful Mindset?

Your first step to developing a successful mindset is to know what one is. When you define a mindset for success, it seems simpler than it actually is. For example, the definition of a successful mindset is someone who is willing to accept success and take advantage of opportunities.

Many of you might be thinking, "Well, that's me! I'm willing to accept success. I'll take advantage of an opportunity if it comes along." But don't let the simplicity of the definition fool you because there is much more to it than the literality behind these words.

For example, you might think that you are willing to accept success, but most people aren't. Some people want success, but they don't think that they deserve it, they don't think they are smart enough to achieve it, and they lack confidence in themselves as a successful person.

In addition, those same people who think that they would take advantage of an opportunity if it came along have already passed by dozens of opportunities that might have resulted in their success if they were willing to put in the work. What they really meant was - I'll take advantage of an opportunity if I don't have to do a lot of work.

The Successful Mindset Difference

The difference between a successful mindset and one that just wants success is how much work they are willing to put into the effort to get success. It all comes down to how much you believe in what you are doing and how passionate you are about it.

For example, someone who is passionate about their business and believes that they will be able to be successful at it may spend hours working on it that other people might spend watching television, going out on the town or hanging with their friends.

Some successful people have been able to make their bones while still working a full-time job to support their family. This means that they had to work on their business or income streams while everyone else was enjoying leisure time. This is very common in the case of a novelist who suddenly makes it big. Odds are, they were slaving away at the computer for years while so-called aspiring writers were watching *The Bachelor*.

How to Develop a Successful Mindset

So, how do you actually develop this successful mindset? Well, it involves a process with many steps and if you are like most people, you are going to have to start at the bottom. You'll start with step one and when you have mastered it, you'll move onto the next step.

However, keep in mind that it takes time to completely change your mindset. You have had the same basic mindset for success for many years and it can be difficult to change at first. That's why using daily habits to change your mindset is the number one strategy used by the business world.

Here are the steps for creating a mindset for success:

1. Give yourself permission to succeed: Many people just don't believe that they should have the success that they desire, so their own mind actually keeps them from getting there. Maybe they feel guilty because of past mistakes, or do not think that their religious or moral beliefs will permit them to have a great deal of money. Whatever the reason, you first need to give yourself permission to succeed or else you won't even be able to start the journey.

2. Believe in your ability to succeed: Just as important as giving yourself permission to succeed is the belief that you have what it takes to be successful. Everyone has something that they are good at, and some of the people you would never think could have made a success of themselves because of physical health, mental illness, financial difficulties, lack of education or other circumstances, have become some of the most well-known success stories of our time.

3. Take care of Yourself: Research conducted into the personal habits of some of the richest and most powerful people in the world who have achieved success on their own show certain trends that are far too common to be coincidence. Successful people take better care of themselves than the average person does. They sleep better at night, with most getting between 6 and 10 hours, they exercise regularly and stay in shape, and they eat health most of the time.

4. Set Goals for Yourself: So, you want to be successful. How are you going to achieve it? Setting goals and creating a plan for success is often what separates the average person from the very successful one. The average person might know that they want to be successful, but they have no plan to get there. Just as ineffective as having no goals at all is something that many people do - setting goals that have no clear path to achievement. For example, one of these goals might be: I want to be rich in 10 years.

5. Keep Track of Your Progress: You should also be tracking your progress every day or week to determine how you are coming with your plans for success. Even if you aren't doing as well as you should

be, you still want to write down what you have achieved. There are a couple of reasons for this: first of all, you will be able to look back and see how much success you have achieved and be motivated to continue reaching for your goals. Second, you can easily see where you need to make adjustments in your plan when you have tracked it over a period of time.

6. Concentrate on the Things That Matter: If you want to be successful then you don't want to waste your time on things that aren't going to give you success or are not working out the way you had intended. Successful people know when to fold their hand and leave the table to try a different game and you should avoid continuing futile efforts when you are fairly certain that you aren't going to reap any benefits from them. Of course, that doesn't mean to jump ship at the first sign of trouble, but it does mean being aware when you have reached the point when you just need to move on.

7. Be all you can be: If you aren't going to give 100% of your effort to the task of being successful then one of two things are going to happen: one, you aren't going to achieve the level of success that you want at all, or two, you are going to take a lot longer getting there than you should have. If you are going to write a book, start a business or work in the ever growing internet marketing industry, make sure that you are giving it your best effort and don't hold back.

8. Be Flexible: One thing that you will learn as you start the journey towards success is that things are almost never going to go according to plan. If you create a set-in-stone goal and milestone list and then try to achieve them, you are always going to fail unless you are able to be flexible. Anything might happen that could derail your efforts and you need to be able to roll with the punches and continue the journey even when your original plan didn't work out. For example, suppose that you planned to train for a marathon this summer, but ended up breaking your leg. You need to change your plan and figure out some other way that you can work towards your

success, and then come back to the marathon training at a later date when you are healed up.

9. Develop Daily Habits That Stick: When you want to be successful, you need to understand up front that it is a long journey. Everyone proceeds at a different pace, but the number one thing that you can do to speed things up is to develop habits for success and make them stick. Habits like getting up early, getting enough sleep, putting all of your efforts into your work, saving money and learning as much as you can will help you shape your future and make your success come much quicker.

10. Don't Remove Bad Habits, Replace Them: If you have bad habits that you are trying to get rid of, keep in mind that you will have a much better chance of doing that if you replace them with good habits instead. For example, if you are trying to change a bad habit of eating fast food for lunch on a daily basis, you will have much better results if you try to make eating healthy a daily habit rather than attempting to get rid of eating unhealthy.

Other Ways to Develop a Successful Mindset

If you want to develop the kind of mindset that you need for financial success or any other type of success that you are trying to create in your life, then you should start by learning as much as you can about certain aspects of psychological development that pertains to successful mindsets: namely, cultivating habits, setting goals, working with others and many other subjects.

One of the things that you can do that will help you a great deal is to study what other successful people that you admire are doing, and how they were able to get to where they are today. Many

successful people have biographies or autobiographies that will give you lots of good information as to how they were able to achieve their success and how you can model your own efforts after theirs.

You also need to decide what is most important to you and have a clear picture of it in your mind. Success comes in many different

forms. For example, some people seek after financial success while others want their work to be recognized and consumed by the masses. Whether you are starting the next dotcom revolution or you are writing the Great American Novel, you want to have your end goal first and foremost in your mind.

A successful mindset is only the first step in achieving success. This is also something that you need to bear in mind. The hard work actually comes after you prepare yourself and set your goals in the part where you put forth the effort that will be required in order to achieve those goals.

The most important thing to remember is that you need to believe in yourself and in your ability to be successful. There are people out there who have more education than you; people who have more money to invest into a business than you do and people who have plenty more free time than you do to work on their success.

But that doesn't mean that you cannot have the things that you desire. Your specific circumstances have very little to do with how much success you will be able to achieve. Instead, how motivated you are and willing you are to put forth the effort will determine how far you get.

Advantages like money and time can certainly be a big help, but the most important factor in determining if you will be successful is how bad you want it.

FINAL WORDS

Did you notice anything from above? The connections? Everything discussed here are part of what makes a person's mind peaceful, striving for success, and become influential in your own way.

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Abdulwahab A. Al Maimani is the Chairman of Board of Al Muhandis Group, a founder of nine firms, and shareholder in more than twelve enterprises. A young entrepreneur who influenced more than 15,000 person in less than a year in the entrepreneurs world. Remarkably, he was recognized as one of the World's Leader Businessperson by the World Confederation of Businesses. He started a firm, and with proper partnerships, the group of companies now consists of nine companies with a market value of more than \$7.1Millions in less than 3 years. He created the First "Digital International Youth Forum" with partnership of UNGC, and creator of Jawhar Digital Library and Repository of Knowledge & Creatives.

Time is the quantity of different measures used for counting, measuring the time of events or their periods and quantifying the rate of changes in quantity in material reality or the conscious experience. Physical time is operationally defined as "what a clock reads."

What can you do in 5 minutes? Learn how to become an Influencing leader? or Learn on living Abundantly? or Learn how to Reconnect with your life? or Learn how to Develop a successful mindset?

It is all about you, and what you should know. You are capable of learning and practicing all.

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