

Build a Day...Make it a Habit...Achieve a Victory Lifestyle

Inspired by The 5am Club by Robin Sharma and Atomic Habits by James Clear



Contents

Introduction: Build a Day...Make it a Habit...Achieve a Victory Lifestyle.....	3
Exhibit 1: The Victory Hour – The 20/20/20 Formula	5
Exhibit 2: The 10 Tactics of Lifelong Genius	6
Exhibit 3: Use Joy as a GPS	7
Exhibit 4: Day Stacking	8
Exhibit 5: The Pre-Sleep Ritual	9
Exhibit 6a: The Amazing Day – Model	10
Exhibit 6b: The Amazing Day – Professional Example	11
Exhibit 7: The Journaling Habit	12
Exhibit 8: The Lifetime Habit Arc.....	13
Exhibit 9: Five Truths of Developing a New Habit	14
Exhibit 10: The Habit Installation Protocol	15
Exhibit 11: Daily Scorecard.....	16

Introduction: Build a Day...Make it a Habit...Achieve a Victory Lifestyle

Inspired by The 5am Club, by Robin Sharma and Atomic Habits by James Clear

Success in life is achieving specific goals resulting in the future you planned for yourself. Your vision of a good life will be different than someone else's. Whether you are a professional seeking success in your career, a stay-at-home parent needing to improve your daily routine, a retiree wanting to find more meaning and purpose to this stage of your life, or a student trying to balance your studies with extra-curricular activities, you can use this as a basic guideline and restructure it based upon your needs.

However, you will need to improve on or develop new habits. Following are some tactics, habits, and tips that can be considered in achieving your vision of a good life. Using the elements that work for you can improve your current lifestyle.

Exhibit 1: The Victory Hour – The 20/20/20 Formula

Make the first hour of your day the most important hour of your day. For example, if you are married and have a family, wake up an hour earlier than everyone else and use that time to focus on your personal well-being. Split the hour into three 20-minute pockets to Move, Reflect and Grow.

Exhibit 2: The 10 Tactics of Lifelong Genius

The “five assets of genius” are mental focus, physical energy, willpower, original talent, and daily time. To develop a perfect day and sustain success, there are ten tactics that could be implemented for the rest of your life. Your needs and timeline will differ from others, but this can be used as a basic guideline and restructured according to your needs.

Exhibit 3: Use Joy as a GPS

With this concept, you can use joy to guide you on the right path. Do this by spending time with the people, on the pursuits, and in the places that bring you joy. Using joy as a GPS can insure you are happily achieving your goals.

Exhibit 4: Day Stacking

Concentrate on creating great days, improving 1% each day, and these days will stack into exceptional results. Consistency is the key to mastery.

Exhibit 5: The Pre-Sleep Ritual

When we talk about getting up earlier, we need to make sure we get to sleep on time and have a high-quality sleep. It is important that you follow a healthy pre-sleep ritual to ensure these two factors.

Exhibits 6a & 6b: The Amazing Day

You can build an “Amazing Day” by bookending your day with the Victory Hour and the Pre-Sleep Ritual and fill the rest of the day with the key tactics.

Exhibit 7: The Journaling Habit

Writing your thoughts, goals & ideas down and visualizing their completion is powerful. It's humbling to read old journal entries and realize that many of your former goals have been attained and accomplished. Simply writing in your journal can actually elevate your life.

Exhibit 8: The Lifetime Habit Arc

Developing a new habit and sustaining it long-term follows a four-step pattern. The Trigger is the cue that initiates the habit. The Ritual is what needs to be followed once the habit is initiated. Next, we can Reward ourselves after completing the habit. And last, is when Repetition comes into the picture.

Exhibit 9: Five Truths of Developing a New Habit

Based on research, there are five scientific truths to help you develop habits: strong willpower, personal discipline, recovery, the four-step habit arc, and self-control.

Exhibit 10: The Habit Installation Protocol

According to research, it takes approximately 66 days for any habit to become automatic. Those 66 days are divided into three stages: Destruction, Installation, and Integration.

Exhibit 11: The 21 Day Challenge

Take The 21 Day Challenge by making your own scorecard listing and then executing the key activities that you would like to complete each day of the week for three weeks.

Be Mindful Of:

Focus on “The Four Interior Empires”:

- **Mindset** – Your deepest beliefs drive your daily behavior. Optimize your self-talk and your outlook.
- **Heartset** – You can’t produce mastery with toxic feelings weighing you down. Seek to amplify positive emotions and practice gratitude.
- **Healthset** – Physical fitness ensures our brains can operate at their highest level of cognition.
- **Soulset** – Spend time remembering who you truly are. Practice meditation and contemplation.

Time Management is EASY: Do What “Must” Be Done! (The Difficulty is Determining the “Musts”)

You are a Product of Your Environment therefore...If You Want to Change...Change Your Environment

It’s difficult to change the older the individual is due how intrench the individual is in family, work, neighborhood, and so on making it difficult to shift the focus to oneself.

Apathy is the Enemy of Change...

Making Progress Toward Goals → Increases Confidence → Increases Motivation

Model, Test, and Strive for the Best!

Remember:

What’s Your Brand...Are You on Brand...Do Your Actions Support Your Brand.

(Use Your Brand Anchors as Your Checkbacks for Your Actions)

If you are not excited or forget about the Sunday Night Planning (The Weekly Planning System Design), then you probably shouldn’t “Consider the Victory Lifestyle...for it is Not for You.”

Always Forward... KREBS

Exhibit 1: The Victory Hour – The 20/20/20 Formula

“Take excellent care of the front end of the day, and the rest of your day will pretty much take care of itself. Own your morning. Elevate your life.”

MOVE	WHAT	WHY	BENEFITS
POCKET #1: FIRST 20 MINUTES	<ul style="list-style-type: none">- Exercise- Hydrate- Breathe Deeply	<ul style="list-style-type: none">- Cleanses Cortisol- Dopamine Rises- Serotonin Increases- Metabolism Elevates	<ul style="list-style-type: none">- More Focus + Productivity- Focus + Brain Optimized- Energy Grows- Less Stress- Live Longer

REFLECT	WHAT	WHY	BENEFITS
POCKET #2: NEXT 20 MINUTES	<ul style="list-style-type: none">- Journal- Meditate- Plan- Pray- Contemplate	<ul style="list-style-type: none">- Gratitude Boosted- Awareness Soars- Happiness Lifts- Wisdom Develops- Serenity Expands	<ul style="list-style-type: none">- Greater Positivity- Decreased Reactivity- Higher Creativity- Stronger Performance- Richer Life

GROW	WHAT	WHY	BENEFITS
POCKET #3: LAST 20 MINUTES	<ul style="list-style-type: none">- Review Goals- Read Books- Listen to Podcasts- Study Online	<ul style="list-style-type: none">- Knowledge Deepens- Acumen Escalates- Confidence Accelerates- Master Change	<ul style="list-style-type: none">- Craft Calibrates- Personal Growth- Inspiration Rises

Pocket #1 – MOVE: Beginning your day with exercise will lift your focus and energy and set the day in the right direction. Begin this based upon your age and fitness. As time goes on, your exercise routine may progress.

Pocket #2 – REFLECT: Have a period of silence to reflect by meditating or journaling. Write a statement of what your ideal day ahead looks like. List five small things you want to achieve in the day.

Pocket #3 – GROW: Use this time to deepen your knowledge. This can be done by reading, listening to podcasts, and online studies.

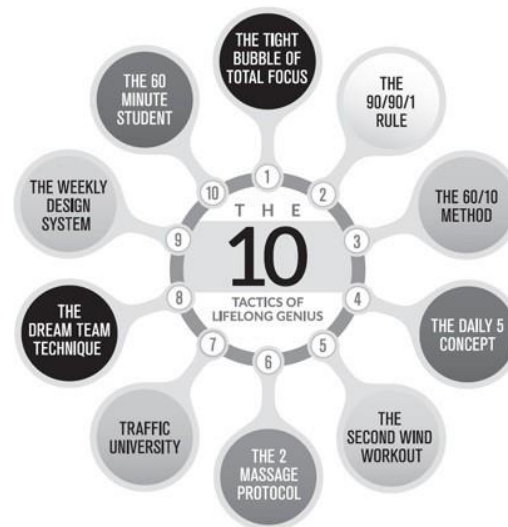
Notes: The 20/20/20 formula is a process of perpetual improvement. Find an approach that works for you, not necessarily 20-minute blocks. I.E.: If you already exercise first thing in the morning, continue to do so per your current routine, but make sure you have time for the next two pockets.

Exhibit 2: The 10 Tactics of Lifelong Genius

The 10 Tactics of Lifelong Genius

The Victory Hour 20/20/20 formula is a “keystone habit” – a core behavior that multiplies other regular patterns of positive behaviors.

These 10 tactics can help amplify the improvements during the rest of the day.



The Tight Bubble of Total Focus: Ensure that you have a scheduled routine where you can work in a tight bubble of total focus, away from interruptions and distractions. This will allow you to focus on your work entirely, stimulating creative thinking and effective work.

The 90/90/1 Rule: For 90 days, use the first 90 minutes of your day to focus on that one activity that matters most. Do this daily with consistency.

The 60/10 Method: After the 90/90/1 segment of the day, focus on 60-minute bursts of diligent work followed by 10-minute periods of regeneration and rest. This can help you avoid becoming over-stressed.

The Daily 5 Concept: During Pocket 2 of the 20/20/20 formula, list the 5 small things you want to achieve in the day. Repeat daily. This can help you stay on track.

The Second Wind Workout: Schedule a second workout at the end of your day for a second wind. This can be as simple as a one-hour walk for reflection.

The 2 Massage Protocols: If possible, put two massages per week in your schedule to help you relax and gain the energy lost during the week.

Traffic University: Use your commute time to learn rather than listen to news or radio banter. Listen to educational podcasts or audiobooks.

The Dream Team Technique: We cannot always accomplish everything without help from others. Delegate the tasks that do not optimize your time and better match the skills of someone else.

The Weekly Design System: Every Sunday, create a game plan for the week ahead. This can help you stick to your goals. Set clear periods for 90/90/1 and 60/10 each day, as well as allocating time for the second wind workout.

The 60-Minute Student: Study for at least 60 minutes every day. You might do that by reading a book, taking an online course, or talking with a mentor.

Exhibit 3: Use Joy as a GPS

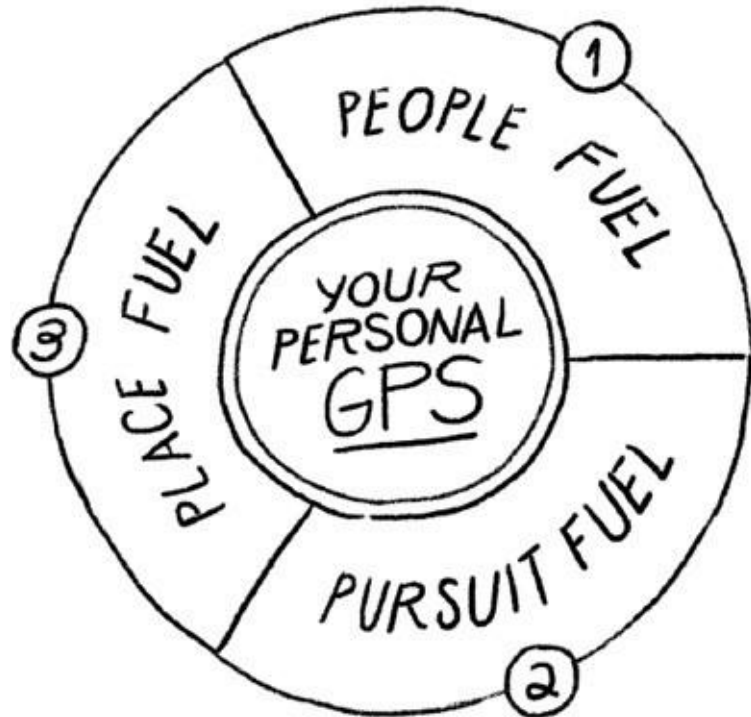
JOY AS A GPS

Use Joy as a GPS:

With this concept, we can use joy to guide us on the right path. Spend time with people who spark joy in your life. You should also spend time on the pursuits and in the places that spark joy. When you use joy as a GPS, you ensure you are happily achieving your goals.

How to make Joy your GPS:

One obvious way to make joy your GPS is before taking something on, always ask yourself — will this make me happy?



Here are some other ways to incorporate joy in your daily life. These activities will help you learn what it feels like to have joy as your guiding light.

Dedicate Time to Mastery — When we set out to master something because we love it, not only is our attention and focus sharpened but our stress level decreases, and the usual fears of failure or success diminish.

Play/Create — We are the happiest when we are either playing or creating! Those few hours pass by so quickly that we are always left wishing for more. The best part about those hours is that it is pure joy! You will forget about everything else that is going on in the world for those few hours. All of us grew up playing games and most of us loved playtime because it gave us a chance to experience joy!

Listen to Joyful Music — This is an easy one. Any song that makes you feel happy when you listen to it, should be in your playlist for days when you are feeling down and out. They will help you get out of the rut quickly and salvage what might have been left of the day.

Gratitude — There is research that proves gratitude leads to a happier life! Be Thankful. The more you are thankful, the more there is for you to be thankful about. Gratitude in fact has many more benefits, all of which ultimately lead to a happier, more joyous life.

Exhibit 4: Day Stacking

1% BETTER EVERY DAY

1% worse every day for one year. $0.99^{365} = 00.03$

1% better every day for one year. $1.01^{365} = 37.78$

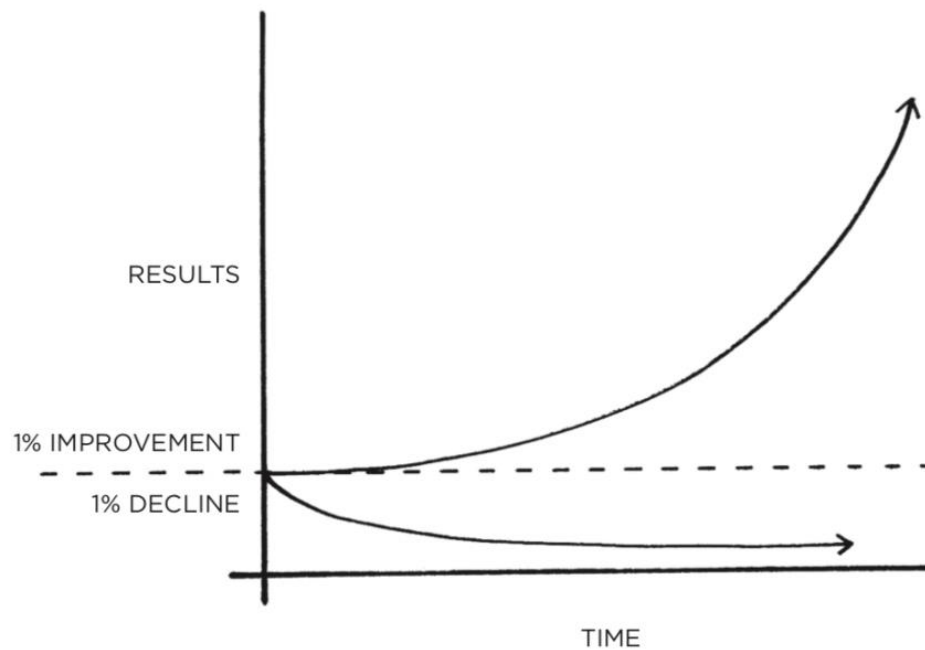


FIGURE 1: The effects of small habits compound over time. For example, if you can get just 1 percent better each day, you'll end up with results that are nearly 37 times better after one year.

Day Stacking: Concentrate on creating great days, improving 1% each day, and these days will stack into exceptional results. Consistency is the key to mastery.

“Ideas are worth nothing unless backed by application. The smallest of implementations is always worth more than the grandest of intentions.”

The habit stacking formula is: After/Before [CURRENT HABIT], I will [NEW HABIT]

Habit stacking increases the likelihood that you'll stick with a habit by stacking your new behavior on top of an old one. This process can be repeated to chain numerous habits together, each one acting as the cue for the next.

See: “How to Build New Habits by Taking Advantage of Old Ones” by James Clear

Exhibit 5: The Pre-Sleep Ritual

ISOLATE Pocket #1 Before Sleep	WHAT <ul style="list-style-type: none">• Last meal of the day• All devices turned off• Isolation from overstimulation
RELAX Pocket #2 Before Sleep	WHAT <ul style="list-style-type: none">• Time for real conversations with loved ones• Optional second period of meditation• Frequent reading/audiobooks/podcast time• Regular session for recreational pursuits• Periodic Epsom salt bath
PREPARE Pocket #3 Before Sleep	WHAT <ul style="list-style-type: none">• Preparation for sleep in a cool, dark + technology-free bedroom• Organization of exercise gear for the morning• Evening gratitude practice

The Pre-Sleep Ritual:

When we talk about getting up an hour earlier, it's impossible unless we sleep on time. We need to sleep on time and have a high-quality sleep. It is vitally important that you keep to a healthy pre-sleep ritual to ensure these two factors. Split the time before you go to sleep into three pockets:

In Pocket #1, make sure you have had your last meal of the day. Try to isolate yourself from overstimulation by turning off all your devices.

In Pocket #2, have conversations with your loved ones or meditate. Spend some time reading or listening to audiobooks or podcasts. The idea is to relax and calm your mind before sleeping.

Pocket #3 is when you prepare for sleep. Make sure your room is cool, dark, and technology-free. Organize your exercise gear for the following day. And most important, practice gratitude before you sleep, ending your day on a positive note.

Exhibit 6a: The Amazing Day – Model

Amazing Day Test Model

You can build an “Amazing Day” by bookending your day with the Victory Hour and the Pre-Sleep Ritual and fill the rest of the day with the Key Tactics and others.

The Weekly Design System – Sit down for 30 minutes and create a game plan for the victory week ahead. Setting the 90/10 and 60/10 for each day of the week is the priority.

Victory Hour – Move, Reflect, Grow

Personal – B.E.G., No News, Family Connection

High Value Work – 90/10 & 60/10 Activities

Intense Work – Meetings, Organize & Follow-up

Second Wind – 60-Minute Workout or Study

Joy – Mealtime, No news, Family Connection

Pre-Sleep Period – Isolate, Determine, Prepare & Practice Gratitude

Different people will have different timetables, and their needs will differ. However, you can still take this as a basic guideline and reframe the structure according to your needs. Keeping what works for you can tremendously improve your current lifestyle.

MOVE | REFLECT | GROW



General Amazing Day Example

7a Victory Hour

8a B.E.G. (Bathe, Eat, Groom)

9a 90/10 “What matter most...”

11a 60/10 “To better yourself...”

Noon 60/10 “To better yourself...”

1p Lunch

3p 60-minute Study

4p Second Wind Workout

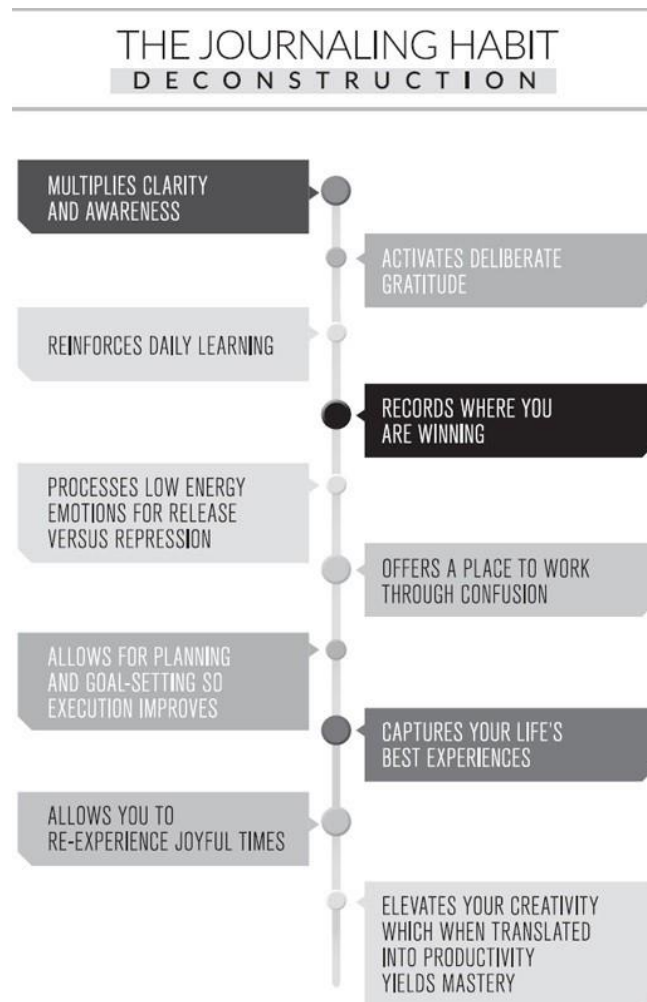
5p Celebrate JOY

9p Pre-Sleep Ritual with Gratitude

Exhibit 6b: The Amazing Day – Professional Example

VICTORY HOUR	WHAT
05:00 AM - 06:00 AM	<ul style="list-style-type: none"> • Move • Reflect • Grow • Journal
PERSONAL	WHAT
06:00 AM - 08:00 AM	<ul style="list-style-type: none"> • B.E.G.: Bathe, Eat, Get Ready • Family Connection • Personal Pursuits • No News, Messages or Social
HIGH VALUE	WHAT
08:00 AM - 01:00 PM	<ul style="list-style-type: none"> • 90/10 Rule • 60/10 Method • World Class Work
INTENSE WORK	WHAT
01:00 PM - 05:00 PM	<ul style="list-style-type: none"> • Lower Value Work • Meetings • Organizing • Breaking Fast
SECOND WIND	WHAT
05:00 PM - 06:00 PM	<ul style="list-style-type: none"> • Second Wind Workout • Decompression + Transition • 60 Minute Student
JOY	WHAT
06:00 PM - 07:00 PM	<ul style="list-style-type: none"> • No Digital Devices • Joyful Pursuits • Mealtime
PRE-SLEEP	WHAT
07:00 PM - 10:00 PM	<ul style="list-style-type: none"> • Isolate • Determine... • Prepare

Exhibit 7: The Journaling Habit



Journaling multiplies our clarity and awareness. This clarity and awareness can ensure that we are on the right path.

Journaling activates deliberate gratitude. It is often easy to get tied up in the business of our daily life and forget to be grateful. Journaling is a fantastic way to handle your emotions when you feel low and express your gratitude for what is good in your life.

Journaling also allows you to plan effectively and set demonstrable goals. This means you will understand when your performance improves. As we have heard many times, what gets written gets done. So, the act of journaling will help keep you more motivated. Finally, journaling captures your life's best experiences. Journaling allows you to re-experience joyful times.

Think of Journaling as Documenting What You are Digesting...

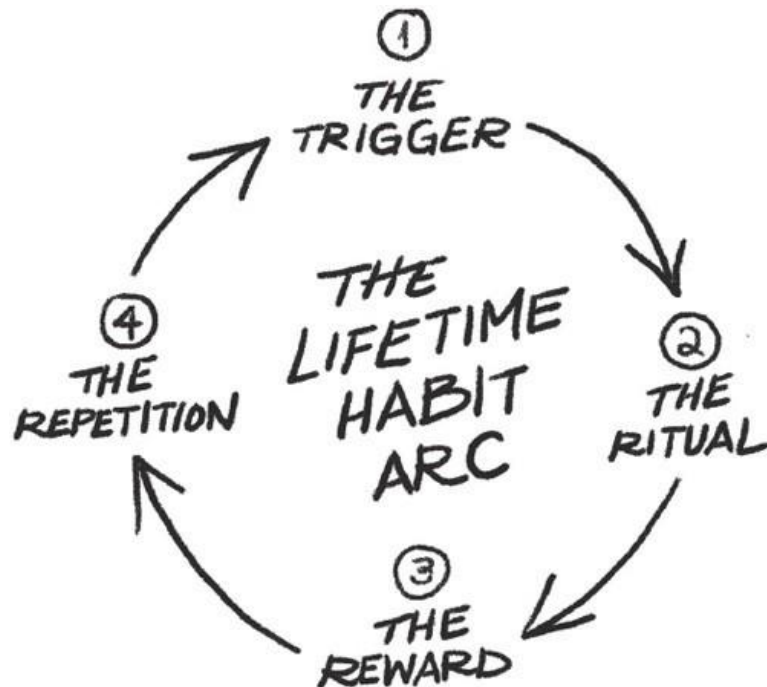
Note: Gratitude journaling prompts to discover something new and uncover new ways to show appreciation of yourself and others.

ADDED BONUS: Share your Gratitude – Write a thank you note, email, or card each week to someone.

Exhibit 8: The Lifetime Habit Arc

The Lifetime Habit Arc is the four-part automation pattern we mentioned earlier.

The first step is the trigger. It's the cue that initiates the habit. Once the habit is initiated, we need to follow a particular ritual to continue it. Then, after completing the habit, it's time for us to reward ourselves. Finally, once that reward is pleasurable, that's when repetition comes into the picture.



1. Trigger: Your starting point is to create some kind of signal for yourself. It could be a simple signal that reminds you that you want to grow a habit.

2. Ritual: Take action toward the signal. Once you get the signal the next step is to take action. Without giving a single thought to not pursuing your habit, engage yourself in the first step to grow your habit.

3. Reward: After performing the ritual, the next step is to reward yourself. A new habit doesn't have to be boring. Focus on building a reward system into the process so you can take time to celebrate the successful completion of your goals. A suitable reward for performing rituals will drive you to get the new habit done. Always use the power of rewards for the advancement of your triumphs.

4. Repetition: Repetition may be the hardest part of developing a habit, yet most important. But repeating a habit on a daily basis will only get you so far. You can do a lot by committing to a small action, doing it every day, increasing the effort over time and overcoming obstacles.

You need to repeat until you will reach to an automation period, and you no longer need to force yourself to do certain activities.

Each time you follow certain rituals, you'll deepen the relationship with your sovereign self.

Exhibit 9: Five Truths of Developing a New Habit



1. Strong Willpower: Strong willpower isn't an inborn strength, but a skill developed through relentless practice. Without strong willpower, it is impossible to develop a habit. Your willpower will determine how long you will go for your habit. Make it clear, without strong willpower you can't develop a habit.

2. Personal Discipline: Personal discipline is a muscle. The more you stretch it, the stronger it grows. This applies same to the habit; the more discipline you have the less time you take to develop a habit.

3. Recovery: Like other muscles, willpower weakens when tired. Recovery is essential to boost your willpower and you need to find the motivation again or should remember why you started. Recovery is necessary to mastering the habit and manage decision fatigue.

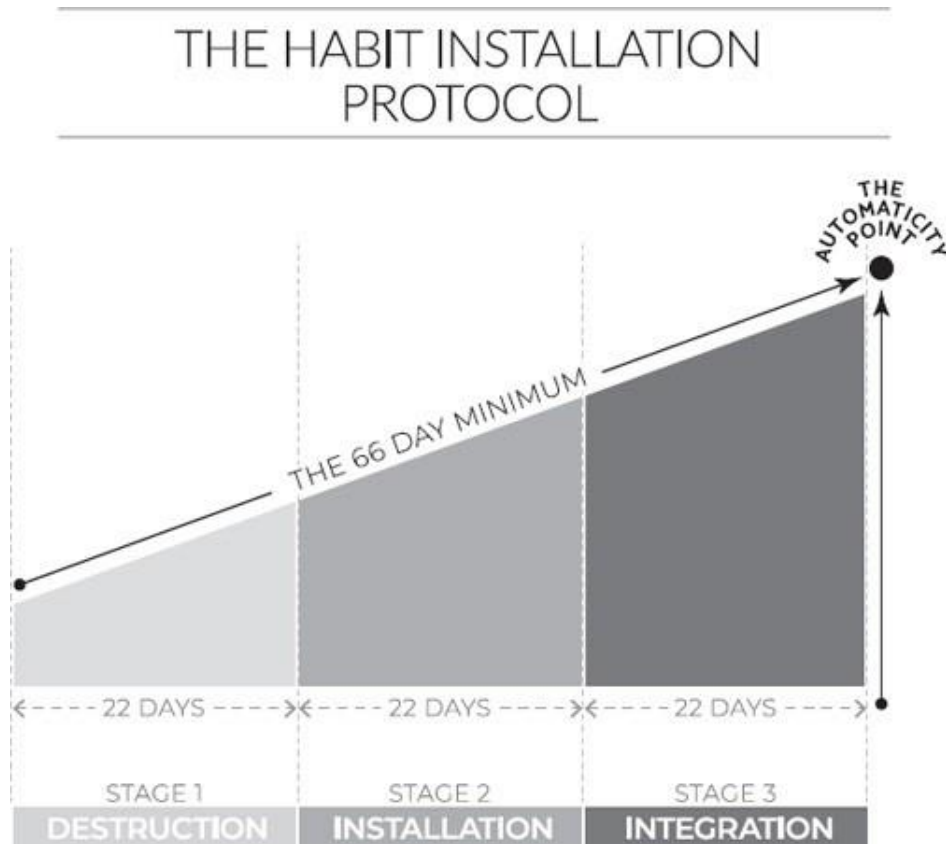
4. Four Steps of The Habit Arc: You can't escape from any of the four steps of The Habit Arc: Trigger, Rituals, Reward, and Repetition. You need to follow the pattern until a certain habit becomes part of your daily routine. In other words, you need to repeat your rituals until automation of that habit.

5. Self-Control: Increasing your self-control in one area of life will elevate self-control in all areas of life. You could start with a small habit, take control of it, it will help you to take control of bigger habits. If you are able to develop a good habit in your life it brings another good habit. A change in simple habits will bring positive change in all aspects of your life. And change your life completely.

The most proficient habit makers live by these three key values:

- Persistence and consistency are the keys to victory. Of course, anyone can be great for just one day. But to be great consistently is what is required to become heroic.
- Your level of respect for yourself is ultimately determined by how much work you put into completing what you have started.
- How you practice when no one's watching you is exactly how you will perform when you have an audience.

Exhibit 10: The Habit Installation Protocol



The Habit Installation Protocol

Habit formation takes approximately 66 days, divided into three stages:

Stage 1 (22 Days): Destruction. A new habit will feel difficult and unpleasant at first. And it should. This is the moment when our brain is rewiring when new synaptic pathways are forming.

"To regularly do that which is hard but important when it feels most uncomfortable is how warriors are born."

Stage 2 (22 Days): Installation. Here you'll feel frustrated and confused. You'll feel like giving up, but this is the moment where things are coming together.

"The soreness of growth is so much less expensive than the devastating costs of regret."

Stage 3 (22 Days): Integration. You'll now start to experience the benefits and encode the routine in your brain's wiring.

"All change is hard at first, messy in the middle and gorgeous at the end."

The Automaticity Point. After 66 days of consistency, we reach the "Automaticity Point". That is, the point at which repetition and neuroplasticity have come together to make the habit and automatic part of our routine.

Exhibit 11: Daily Scorecard

Daily Scorecard Draft (Build Out for 21 Day Challenge)

Make your own scorecard to list the key activities that you would like to complete each day of the week for three weeks. Place an X in the box of the day they are completed and see how many you actually complete each day of the week.

Activity	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Victory HR							
60-Min Student							
60/10/60							
90/10							
60/10							
2 nd Wind W/O							
Weekly Planning							

Activity	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Victory HR							
60-Min Student							
60/10/60							
90/10							
60/10							
2 nd Wind W/O							
Weekly Planning							

Activity	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Victory HR							
60-Min Student							
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2 nd Wind W/O							
Weekly Planning							