

Not Making Any Progress? Write It Down

By Ken Leonard, JR.

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Ken Leonard, JR.
ken@kenleonardjr.com

Home of New Marketer Ezine <http://www.kenleonardjr.com>

Do you have a problem getting things done? Write it down.

Can't find time to build your business? Write it down.

Are you in a rut, not making any progress? Write it down.

So, you have an idea of what you want to do, but you need help actually getting started, right? Making a habit of regularly writing down your goals will allow you to achieve your "ideas".

Start by using a "to-do list" daily. As you scratch off each completed task, you are making progress. This feels great, and will create much needed momentum for your home-based business.

Each Sunday, draw up a "plan of action" for the coming week. Prioritize this list to get the most important tasks done early in the week. This way, as your week progresses, you are on a "down-hill glide" instead of an "up-hill climb".

Next is setting your monthly goals. In the last week of every month, establish your plan for the month ahead, and be realistic. Don't set such lofty goals that you can't accomplish anything. Start small and grow over time. At the end of the month, re-evaluate your plan for that month. If you didn't reach many goals, set lower goals, and reach those. If you reached all or most of last month's goals, set higher levels for the coming month's plan.

Quarterly goal plans will help you to semi-regularly re-evaluate your situation. This will show you which areas

need work, and which tasks are getting done.

The supreme motivating factors for your home business are included in your long-range goals. This is "the big picture", your vision of what you want your business to be. This is the reason for doing everything.

Think Big. You can accomplish anything with the right plan in place. Setting and reaching your goals boosts your confidence greatly. This is essential for your business to grow and succeed in the long term.

Don't sell yourself short. Write it down!

Direct marketing veteran Ken Leonard Jr. publishes "New Marketer Ezine" weekly, helping to take the headaches out of starting and growing your online or home-based business. Get yours now by going to <http://www.kenleonardjr.com> and get two useful resources free.

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