

5 Steps To Reaching All Your Goals With Minimum Work

By Martin Franzen

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The Internet Marketing Master Plan <http://SiteSelling.com/free.php?b=time>

Would you like to know how to get 10 times more done in a day than most people do in a week, with less work?

Then listen closely. You're about to discover the ONE time management secret that really works.

This little technique is the ONLY thing you need to master if you want to reach all your goals with minimum work and free up your valuable time.

Have you ever had a hundred things on your to-do list, tried to do them all, only to get so tied up in your work that you couldn't seem to finish any of them? Do you remember how frustrating it was?

Then you know the feeling I'm talking about. And you're not alone - millions of people suffer from it every day.

I'm talking about a monster called information overload. It's responsible for more failed projects than all other factors combined, and if you want maximum results from your efforts you need to get rid of it.

Here's a simple 5 step formula for eliminating the problem forever. When mastered, it will help you reach any goal you may have. It's quite easy, really:

1. List your MOST important tasks

First, make a short list of the most important things you can do now to get the results you're after. Doing this first lets you see the big picture, and it helps you focus on the things that really matter. Don't worry about the small stuff for now.

2. Pick the ONE thing from your list that is MOST important

right now

Next, you decide which task is most important. Which item on your list is most critical? Which one step, if you could finish only one of them, would give you the greatest results? Pick one, and write it down.

3. Finish this task NOW, and forget everything else

Now focus 100% of your efforts on this ONE task. Clear your mind, relax, and put everything else aside. Forget all distractions. Then start working on your most important task with laser focus, as if your life depended on it, and FINISH it. You're not allowed to do ANYTHING else until this task is completed.

4. Take a break, and congratulate yourself!

When you're done, it's time to celebrate. Take a break, and reward yourself. Scratch the task from your list, do something you like, and enjoy the feeling of accomplishment. Congratulations - you've just come a long way towards reaching your goal!

5. Repeat the process

Now, you simply move on to your second most important task. Repeat the process, and focus completely on this step until you're ready to strike it from your list. Take a break between each task, but let nothing distract you while you're at it. Simply repeat this process for each step, until your job is done!

That's it. That's all there is to it.

By following this simple 5 step system, you'll be able to get more things done in less time, no matter what you do. And you'll be able to free up your valuable time to enjoy yourself. This is how you get maximum results from your work.

My friend, USE this strategy today. Simply pick an important project you've been working on, and apply this little technique. It may sound simple, but it makes all the difference in the world. Try it - I guarantee you'll be surprised!

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