

Following Through and Staying Motivated Checklist

Use this checklist to get started learning to follow through and stay motivated.

Know What You Want & Why

- What are the results you want?
 - Ex. I want to write, publish, and market a 10-module course about writing a book by Jan 3rd, 2018
- Why do you want those results?
 - Ex: I want to help others succeed and avoid the mistakes I made. I want to earn X amount of dollars each month.

Set SMART Goals

Your goals should always follow the SMART concept so that you can easily create step-by-step plans moving forward.

- Specific
- Measurable
- Attainable
- Realistic
- Timely

Know the Cost

- Money
- Time
- Relationships
- Education
- Sleep
- Other

Systemize Everything

- Is There Software for That?
- Can you automate it?
- Create a Habit & Routine
- Outsource

Understand Deliverables

- End result
- Finished book
- Healthy life
- Better marriage
- Other

Create Action Steps

- Start at A end at Z
 - Create steps from your main steps

Set Deadlines

- Set mini deadlines
- Set firm deadlines

Focus

- Set up your environment
- Turn off distractions
- Get a helper
- Mediate
- Take care of your health

Incentivize

- Set up prizes for mini deadlines
- Set up rewards for friends & Family
- Let yourself feel accomplished

Identify & Let Go of Limiting Beliefs

- I Can't
- I'm not (smart, cool, etc.)

DO IT

- Set your intentions
- Persevere

- Keep going