

THINK SIMPLE - A KNOWLEDGE FROM THE DESK OF MUSTANSIR

THE POWER OF FOCUS

Quote: "Learn how to separate the major and the minors. A lot of people don't do well simply because they major in minor things." – Jim Rohn -

Your focus drives everything; your thoughts, your emotions. We are all blessed with a few God-given talents. A big part of your life is discovering what these are, then utilizing and applying them to the best of your ability. Some people tend to struggle because they spend most of their time in jobs or business not suited to their strengths. It's like trying to force a square peg into a round hole. It doesn't work, and it causes a lot of stress and frustration. **When you focus most of your time and energy doing the things you are truly brilliant at, you eventually reap big rewards.** Are you aligning your strengths and passions in what you do at work? This is what creates priority focus.

Make fewer decisions, the more decisions you make, the more our brains become fatigued. Learn to be ruthless with your time. The best way to do this is to have a to-do list that you actively work on every single day. Don't allow distractions or last minute items to take you off task unless they are on your to do list.

Staying focused requires a measure of daily **discipline**. That means being more conscious every day of the activities you choose to spend your time on. To avoid drifting away from your focus, ask yourself at regular intervals, "Is what I'm doing right now helping me to achieve my goals?" This takes practice.

I hope that you are getting the message that achieving what you want in life does not require magic formulas or secret ingredients. It's simply focusing on what works versus what doesn't work. However, many people focus on the wrong things. Those who live from paycheck to paycheck every month have not studied how to acquire financial intelligence. They have focused more on spending instead of acquiring a strong asset base for the future. Here's the point. Carefully study what's working and what's not working in your life. What creates your biggest victories? What are you focusing on that's giving you poor results? This requires clear thinking.

When I hear about focus, the one person that immediately comes to mind is Steve Jobs. Steve had an exact ability of focus. To Jobs, focus wasn't about willpower. It was about the courage to abandon 1,000 great ideas to meet one big goal — even if that made people mad in the process. Billionaire Warren Buffett shares this mindset, *"The difference between successful people and really successful people is that really successful people say 'no' to almost everything."*

The 4-D Solution

Whenever a choice to do or not do something has to be made, use the 4-d Formula to help you prioritize;

- 1.) Dump it – Learn to say "NO."
- 2.) Delegate it – Hand them over to someone else.
- 3.) Defer it – Schedule a specific time at a later date to handle this type of work
- 4.) Do it – Do it now. Important projects need your attention right away, so get started today.

Your Habits will determine your quality of life. So make sure you always focus on the positive. Up to 47 percent of our everyday behavior is habitual.

"THE FUTURE BELONGS TO THOSE WHO BELIEVE IN THE BEAUTY OF THEIR DREAMS"