

Personal Reflection Exercises...

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When I am focused, I am like an unstoppable machine on a mission to succeed. I charge ahead with my goals clearly in view. I do whatever needs to be done in order to complete my tasks with excellence.

I rid myself from distractions by placing myself in situations where I know I am able to stay on task. I make good use of my time by keeping track of my schedule.

In order to avoid last minute emergencies that may take my focus away from my work, I make detailed plans ahead of time.

Planning ahead helps me to manage my time wisely and feel better prepared for emergencies.

When I set goals, I stick to them. I am a force to be reckoned with when my I keep my goals in sight. Ideas flow from me like water from a fountain.

When I get in my zone, I am creative and inspiring. ***I exceed the expectations of all those around me.*** I am proud of the quality of work I complete when I devote my full attention to it.

I place myself at an advantage by preparing my body, mind, and soul for success. I eat healthy foods, exercise, meditate, and read so I can concentrate effectively. I understand that, in order to be able to focus, my body has to be filled with the right fuel.

Today, the passion I have for my work keeps me focused on my goals. The quality of my work is unparalleled. I am unstoppable because I choose to focus all of my attention on the task at hand.

Self-Reflection Questions:

1. How can I eliminate distractions?
2. How can I set myself up for success today?
3. What keeps me focused on my goals?