

Lee Milteer's Millionaire Smarts® Coaching Program The Power of Leverage and Focus

Lee Milteer Interviews James Karl Butler

II. Distractions

Dear Millionaire Smarts® Members,

I am sure you loved report one on Focus with our Expert Guest Jim Butler. Keep in mind that Focus is just a learned skill and you can learn it and improve it. Kind of like a muscle, if you exercise it continuously you are going to improve it dramatically. For us as business owners, every day is a new adventure! We only have 1,440 minutes a day and there are always going to be tons of new options, new trends, and new information coming to us daily. It is a serious balancing act to know how to monitor your life energy's directions. You have each day 5 kinds of currency to spend called Life energy: mental, physical, emotional, spiritual and financial. How you spend your life currency will determine how successful you are at what you do.

I have a free video series called Five Types of Energy that I am going to gift to you so you understand these concepts better. You can get it for free at www.fivetypesofenergy.com and you might even want to use this video series in your office meetings to explain to your staff the importance of time and how you use it.

The following is an excerpt from Jim's book called **Focus: The Key Skill to Igniting Your Productivity so You can get More Done Every Day** and he has allowed us to print this for personal use only for you, our members. Enjoy and take this knowledge to heart!

Distractions

By Jim Butler

It is easier than ever to become overwhelmed by distractions today. If you're going to focus and get more done, you've got to control your own environment. You've got to set parameters in place to prevent you from going from distraction to distraction and passing time without getting things done.

There are two main causes of distraction: external and internal. When you choose to focus on anything, you must choose to control yourself and your environment so you won't be distracted away from what you should be working on to maximize your effectiveness.

The first classification of distraction is external distractions. You could make a long list of external distractions. For every person, this list may be a little different depending on the environment that they choose to work in. This can come in the form of electronic devices that beep and vibrate,

getting lost in the maze of cyber activity of Facebook, Twitter, or any other social media platform/website that you allow to consume your time and attention. Setting up an environment where you can focus and where these external distractions are eliminated is what makes such a massive difference for consistent productivity. It is so easy today to get sucked into a fog of activities that seem productive, but aren't really getting you the results you want. If you don't work at removing these external distractions, they will bury you and you will struggle to get out to actually accomplish what you want.

The second classification of distraction is internal distractions. Internal distractions happen because you allow yourself to get sucked into drama and emotion. This may be because of what others say or do, but most often it comes from your own doubts and beliefs. For example, you may believe that you are a great multi-tasker. Most people think they are better at this skill than they are.

The reality is that multi-tasking is a myth as we'll talk about later in this eBook. You will never be able to accomplish as much with five or six projects open simultaneously as you will if you batch your work and focus on one task at a time. This has been proven by study after study. You aren't any different. You may lie to yourself better, but the reality is that multi-tasking is an internal distraction preventing you from being as productive as you could be.

It is very easy to get overwhelmed when you have too much to do and not enough time to do it all in. This is a challenge that all high achievers face. When you put the burden of perfection upon yourself, you will stress yourself out with the emotional discordance between who you believe you are and what you actually do. To achieve more, you must silence the feeling of being overwhelmed and actually focus on what you need to do. This is why focus is a skill. You can train and learn how to silence such emotions and feelings for periods of time while you focus, work, and get things done.

One challenge that all entrepreneurs struggle with is the Shiny Object Syndrome. This is where you jump from idea to idea or project to project thinking that doing something in that area will make the difference. While it is true that many entrepreneurs have succeeded by having numerous ideas, the reality is that those entrepreneurs are successful because they employ others to help them finish the ideas or the projects they start. Some make mistakes and fail along the way and their internal distraction prevents them from undertaking new projects either because of their fear of failure.

To focus, you've got to prioritize what you will work on. While there are an infinite number of possibilities, the way you get things done and build momentum is by choosing which one you will apply consistent and focused attention towards so you can turn small wins into big successes.

Another internal distraction is stress that results from worrying about any number of challenges you may be dealing with. When you worry, you lose your focus and can get emotionally caught up in what you are doing. Such feelings can paralyze you from taking additional actions.

Remember those that have the biggest impact are those who have the biggest focus. Our goal for you is to help you develop this skill and to make a conscious choice to have it be a part of your life by how you choose to utilize the precious moments found in the 1,440 minutes of each day.

Dan Kennedy defines productivity this way: "Productivity is the deliberate, strategic, investment of your time, talent, intelligence, energy, resources, and opportunities in a manner calculated to move you measurably closer to meaningful goals."

For more information on our esteemed guest James Karl Butler, you can find him at: SoundLawsOfSuccess.com.

HOMEWORK FROM LEE:

Compile a list of where you worry in life. Now ask yourself why you should be wasting your previous life brain energy worrying when you need to be looking for a solution. Worry is a useless emotion and drains us of creative energy.

Your Mindset and Performance Coach,
Lee Milteer

P.S. Please go to www.fivetypesofenergy.com to download five short videos I created to explain the five **kinds of energy to spend daily: mental, physical, emotional, spiritual, and financial**. Where are you spending your resources? Are you spending them in a fear or with an optimistic view of life? This video series is free to you since you are part of the Millionaire Smarts® coaching group. I promise you these videos are going to change the way you see life and your life currency with your daily energy level.

P.S. #2 Remember to take advantage of the resources on your Millionaire Smarts® Membership page. Each month, we provide you with digital copies of the reports and transcript, an MP3 of the call to download to your mobile devices, information on our featured expert guest and links to free gifts & helpful resources, and supplementary content from our team of expert faculty coaches—who include Dan Kennedy, additional reports from me, Phone Sales Doctor Chris Mullins, Leadership Coach Kevin Eikenberry, Newsletter Guru Jim Palmer, and Sales Coach Steve Clark.

To access the Millionaire Smarts® membership site and monthly content, go to www.milteer.com and put in your code for the month **(219115)** at the top of the web page on left where it says

COACHING SIGN IN. It will take you to the private and password protected Millionaire Smarts® Coaching membership site.

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