



MICROHABITS SECRETS

The Secret Behind The Power
Of Small Habits And How They Can
Help You Achieve Big Results

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Introduction

We all have habits. Some of our habits serve us well, while others contribute to a negative lifestyle. Many of our habits do not require strategic thinking. We instinctively know we must have a certain habit to maintain our bodies or minds, and we do it without much thought.

The act of flossing and then brushing our teeth after meals is a daily habit that many people do without hesitation. For some people, it requires constant reminding from our dental hygienist before we finally get into a daily habit of taking care of our gums and teeth.

There are several reasons why even a simple habit can be difficult for some to achieve. This also means the act of developing a big habit that will improve our life can turn into a significant challenge for some of us.

By using micro habits to make changes, it becomes less of a challenge. The old saying of "don't bite off more than you can chew," comes to mind. Smaller bites are just easier to work on and can build up to a new big habit that can be life-changing.

We need many good habits to have a healthy mind and body while reducing the number of bad habits we have installed.

Just think for a moment how the mind responds to the bad of habit of constantly engaging in negative self-talk.

After time, the mind becomes overwhelmed with negative thoughts, and any attempt at doing something productive becomes extremely difficult.

Using a micro habit and then layering on top of it will put a stop to the negative self-talk that many of us engage in with more and more micro habits.

With our physical bodies, we might be overweight or have lost most of our flexibility. In social media, we see examples of fit people, and it fills us with the desire to look like them and reap the rewards they "seem" to have." The automatic response is to jump in with both feet and start running an hour a day. We start going to the gym and working hard until we find our muscles cannot take the strain.

Wanting to be fit and healthy is a desirable goal, yet many do not realize the best path is to start incorporating daily micro habits. This method will allow us to work out and not feel like we have been run over by a truck upon waking the next day.

This ebook will cover the power of micro habits and why they will help you achieve what you truly desire. It is vital to use the material to build your new lifestyle, and with that in mind, we will also cover how to make your daily micro habits stick.

With this critical information, you will find yourself building steam every day and not looking for ways or excuses as to why it cannot be done. Winning takes action. Start taking daily action today with a strategic plan.

Module One: Why Tiny Habits Give Big Results

What Are Micro Habits?

Many people will state that when they have goals, they did not work on a goal today because they were not motivated or lacked the discipline required to take action. Another common excuse is 'it's too hard.' Think back to the times when you said that when trying to accomplish something.

If you have difficulty remembering those times, then look to someone close to you. Think about when you asked them to do something such as go to the gym with you to work out, and they replied, "oh, it's too hard to do weights, and I cannot move for a day or two afterward." When you think about it, you know the real issue is that person took on too much, too fast.

What they really need is simple daily workout tasks to get going. They could start with a five-minute stretching routine as their number one micro habit to work on. Afterward, they layer in another micro habit, and eventually, they will be able to work out and not have the extreme pain they usually had.

People will talk about a lack of motivation for doing anything. Sticking with our example of going to the gym, this can be solved by using micro habits. A simple micro habit like laying out workout clothes for the next day is the first tiny step.

When you or your friend slip out of bed, the running shoes will be there as a greeting, and working out is the first thing to come to mind, instead of spending the first five minutes thinking of reasons not to go to the gym.

When we speak of goals, it can be something mundane like cleaning up the house. It looks like a big job at first appearance, and watching YouTube

videos seems to be more appealing. Lacking discipline, the person will give in to this desire and seek pleasure from online activities.

They fail to realize there is joy in having a clean house, although the joy comes in small increments rather than something like spending the day laughing at cat videos.

Developing micro habits to keeping the house clean takes away the need for motivation and discipline. You start very small on day one and then add another small piece on day two until you have built a solid foundation of having the habit regarding a clean house.

Taking the house into consideration, the way to build a micro habit is to look at the room used most. In many cases, this might be the bathroom. A micro habit would be to give the sink a quick wipe with a cleaner, removing soap or toothpaste residue for that room. That is it.

The simple idea of doing one tiny habit, is something that doesn't cause overwhelm. The next day, you quickly wipe down the sink and then the mirror. Each day you continue to add in a micro habit.

When it is time to do a complete bathroom cleanup, you won't have a huge mess to deal with at the end of the week, and you will feel a sense of significant accomplishment.

Looking at micro habits from a self-development point of view, we could improve ourselves one page at a time. There are many self-development books available, and it is vital to choose one that meets your individual needs.

Studies have shown that only a small percentage of people finish a book. Many people will set the book aside before they even get past chapter one. To some, finishing a book seems like an overwhelming task, even if they are reading fiction.

To build the micro habit of reading to improve yourself, just read one page a day to start. You can read in the morning; however, the best time to read a self-development book is just before you go to sleep. Using this technique, you eliminate reading or watching anything negative, which will impact your sleep by raising your blood pressure.

One page a night before bedtime gives your brain positive information to work on while you are fast asleep. Remember, the most important factor is not the one page but the micro habit of actually doing it each night. As you form one micro habit, followed by more micro habits, you build up a layer like bricks in a wall. Your brain will start searching for new micro habits you can establish in other areas.

The Power Of Incremental Change

Fear is part of our world, and the fear of change can be a massive issue for some people. They fear they will not be the same person or that taking massive action will be painful. The fear of trying to lose weight stops some people before they even start. An abundance of questions will go through their minds, such as will they be able to give up their favorite foods, or will exercise be extremely painful?

They stop before they even start. This fear holds true in many areas of life, such as getting out of debt, learning a new skill, or overcoming self-confidence issues in order to find the partner of their dreams. Incremental change dissolves many of those fears.

A small step in the right direction gives you confidence that can also be built up. If you are wondering just how small an action needs to be to have an impact, the proven answer is a 1% change. Studies have shown that improving 1% in an area leads to finding other areas where a 1% change can be made.

In his book Atomic Habits, James Clear highlights an example of the aggregation of marginal gains - with Britain's cycling team. They were discouraged that they could not win the Tour De France. The cycling program's performance manager came up with the idea of incremental change over a five-year plan to have a winning team. The performance manager was positive that making 1% changes in different areas would build up over time.

He got the team to start eating a bit differently, changing to foods that fueled performance, making slight changes to the bikes, and even sleeping better to be more alert. He thought that if his team had more comfortable pillows, they would fall asleep faster and deeper.

He even implemented the idea of 1% changes to hygiene, such as hand washing, so that illness amongst the team dropped. Although he thought it would take at least five years to see a payoff, the team actually won the Tour De France three years later.

Having a plan is necessary, as you can see by the British cycling team's example. As you follow the plan and tick off a successful micro habit, your brain will release happy chemicals and look forward to making another micro habit.

To illustrate how incremental change can be a powerful force in your life, let's look at various examples.

- Have you ever wanted to write a book? This is something that many people want to do but fear the idea of writing 60,000 to 70,000 words. They assume it will take them five years or more of plugging away at the keyboard. Incremental change means thinking and doing a paragraph a day.

Can you write a paragraph a day? Of course, you can. In a short time, you will have a chapter. As you produce a paragraph on your blog, you can keep adding to it. You could do an entire book this way. If you wanted to

sell it on Amazon, you only need to sell a chapter at a time and charge a mere .99 cents. The idea of making sales chapter by chapter appeals to many people, and they see the power of changing their habits.

- Debt is something many people accumulate. It can happen rapidly if you are not tracking your finances daily. Massive debt equals massive stress, and then the fear of not paying off the debt adds to the load. Yet, there are simple strategies and even things that can be done on an incremental basis to reduce and eliminate debt.

Your lifestyle will affect not only how you accumulated debt but how you start reducing it one tiny step at a time. Changing your lifestyle to a simple but rewarding one, means a better life for you and yours. For some people, it may start with buying a small coffee instead of a large one on the way to work or not leaving your home office to grab coffee at the local shop.

Start by changing to a small coffee and then no coffee from that overpriced coffee shop. This small change will lead to the micro habit of ensuring you bring lunch from home instead of purchasing something at the local deli. Many people look at the amount of money they spend on entertainment, from cable television to subscriptions from Netflix or Amazon Prime.

They can see an incremental step here is to reduce the big cable package to basic cable, then start watching free content on a platform like YouTube. As you work towards this, the small step has another step added later by eliminating cable television outright.

- Losing weight can be a real challenge. By using incremental changes, these challenges can be broken down, and in some cases, the ideas you come up with will be fun, adding pleasure instead of that dreaded pain. Losing weight is mainly a mindset issue.

You need to understand how you feel about food and why you eat foods that you know are fatty, full of sugar, and will cause you to gain weight

faster than others. Taking tiny steps to change your eating habits will help you master this issue.

You can start by having a glass of warm water with lemon juice as soon as you wake up. This leads to increasing the amount of water you drink per day over a period of time. Write down what you eat in a food diary. Just make quick notes, such as "I had three donuts. I had canned soup. I went out for burgers and fries for dinner."

As you start building a food diary step by step, you see what you eat and why you eat that way. You may have had the burgers and fries for dinner because three customers got mad at you during your shift while you were trying your best to help them. How do you change the eating habit?

After work, do not eat right away. Take a five-minute walk and tell yourself how much you love yourself and why. That is the most important thing. Don't allow yourself to rush out of work and straight to the burger joint. Work in small incremental steps on what you eat, drink, how you exercise, and of course, what you think about all day long.

How Micro Habits can Improve Your Life

Micro habits allow you to develop great habits that move your life to a higher plateau. They can also help you eliminate bad habits that hold you back or prove detrimental to your health. For example, if you are a smoker and have tried to quit before, you have likely had many failures and felt terrible about yourself.

The issue is likely that you tried to quit cold turkey or perhaps attempted cutting your smoking in half. The micro habit system is what you need. Start by cutting one cigarette per day. As you go through your day, you probably have triggers for smoking, such as always having a cigarette with a coffee or after your lunch or on your break.

You could cut out the cigarette on your break and do a ten-minute walk to replace it. Once you are used to one less cigarette per day, bump it up to two cigarettes not smoked. Over time you will reduce your need for nicotine and finally be done with smoking.

Stress and overwhelm can lead to serious health issues if you don't work on reducing them. Being calm and able to handle the challenges that life brings is life-changing for anyone. There are many methods for reducing stress and becoming clear about what you want for your life. You should incorporate meditation into your life if it is not already part of your toolbox.

Meditation is a perfect way to work on building micro habits. Instead of trying to meditate for a full fifteen minutes, start with just two minutes. Use two-minute meditation three times a day, starting when you wake, on your lunch break, and before you go to bed.

Continue with this for two to three weeks and if you feel ready, increase the mediation time slightly. Don't jump from two minutes up to fifteen, as that will defeat your purpose.

Your physical body needs to rest, as does your brain. However, the subconscious part of your brain works 24/7. Give it positive things to work on while you get the right amount of sleep. This habit will change your life drastically as your mindset increases the amount of positivity it has stored up.

Before going to bed, write a two-minute to-do list for tomorrow. Be sure to write positive items in concise sentences. For example:

- Drink water instead of soda
- Say I love myself ten times a day
- Put my cell phone away for least an hour a day
- Spend one minute stating why I am grateful for my life
- Stand up and stretch every hour while at work

These micro habits will become part of your new lifestyle, leading to more related micro habits. Look at the first one on the list, which is drinking water instead of soda. As your body feels less tired and your brain works better because of the hydration, you may find yourself having the micro habit of eating an apple at break rather than going without food or snacking on chips.

Do you struggle throughout the day with fatigue or brain fog? When this happens, many people look for a caffeine solution in either soda or coffee. A life-changing micro habit you need right now is the art of power napping. It has been proven by science to help you lead a highly productive life.

In Japan, business people are encouraged to power nap because it boosts creativity, productivity and employees are much happier on the job. You will need a timer that gently brings you back awake after your power napping session. It takes time to learn how to go into a deep nap state, so don't get discouraged.

Most power naps are fifteen minutes at a time and conducted as many times per day as needed. While you are building this micro habit, you can start with a shorter time frame and work up to the fifteen-minute mark. Effective power napping works wonders if you follow some rules.

First of all, do not power nap if you don't need it. Decide if what you need to do is stand and stretch or take a short walk instead. Do not get frustrated if the first attempts at power napping fail. A short rest is great; the actual true nap will come with practice.

Give yourself a few minutes to come out of the power nap. You won't wake up when your timer goes off and start working like a demon. Your brain needs to power up again, and in a few minutes, you will be clear-headed and working in a very productive manner.

Journaling is life-changing, and it is an easy micro habit. You can have more than one journal. Think about dream journals, gratitude journals, daily

goal journals, and whatever your mind can dream up. A journal's beauty is it only takes 2 minutes to write something that inspires you or motivates you to change.

Something like a gratitude journal will enhance your mental well-being by writing brief statements such as, "I am grateful for this delicious food. I am grateful for the love of my family. I am grateful that I can help those in need, or I am grateful for the job I have."

Making consistent micro habit decisions will change your life, and many of the micro habits can have a significant impact within thirty days if you will allow yourself to take a few minutes and work this plan.

Goals vs. Habits

Many people may be reluctant to admit it, but the idea of setting goals and attaining them can be scary to some. It takes commitment to give up areas of pleasure to work on goals. That can be seen quite clearly regarding weight loss and fitness goals. People make New Year's resolutions, which are usually just a general statement of what they want to change.

Others go full out and make goals, from basic to what is called BHAG, big hairy audacious goals. Once they are made, panic starts to set in. They begin to wonder where to start, how hard it will be and what they will have to give up. That doesn't mean that people should not set goals; instead, it means that there needs to be a system that takes the pain out of achieving them.

Starting with micro habits and moving to bigger habits as time goes back removes a lot of the goal-setting pain. There is a mindset of looking at goals and achieving them as if attempting to win a gold medal in your favorite sport.

Anything less than gold is considered a failure. This mindset for changing your life can be destructive. When you set goals and do not achieve them, your negative self-talk may go into overdrive, and you start labeling yourself not worthy.

Micro habits produce small wins that eventually snowball into a major success. You start to change your habits one day at a time and increase your self-confidence and self-esteem. Your internal talk improves because you congratulate yourself on smoking one less cigarette, drinking one less bottle of soda.

As those changes occur, the idea of reading a full page of a book that means a great deal to you, starts to look attractive. Goal setting and achieving a goal can be a temporary win if you do not make permanent good habits.

Let's use workplace attendance as an example. Perhaps you are frequently late, and this has been brought up in your reviews. To combat this, you set a goal of showing up at 8:00 am on the dot this week. You accomplish this goal and reward yourself for this week's effort, yet Monday morning, you show up twenty minutes late and feel bad for the rest of the day.

The correct way to work on your tardiness is by using micro habits. Try setting the alarm a few minutes earlier and get out of bed as soon as it goes off. When you go to bed that night, set the alarm another few minutes earlier. Repeat this process throughout the week.

As you see success from this, look for another micro habit that will compliment the "get up two minutes earlier" habit. You could put out your work clothes the night before, cook a few eggs before bed and then just warm them up to make breakfast fast but healthy.

As your micro habits improve and you are actually at work before the required time, start setting up your workstation for a productive day. This

habit will lead you to the success of your goals regarding being on time and moving up in the company.

To Achieve Big Goals, Start with Small Habits

When we talk about goals and habits, the idea is to take goal setting and alter it to make it achievable, going one step at a time.

“The journey of a thousand miles begins with one step.” This saying by Lao Zhu is ancient and true wisdom.

This wisdom can be turned into, "starting and finishing a life-changing book begins with reading one page daily." There is a big goal at the end of each of these sayings, and by incorporating small daily habits into our life, we will reach the big goals.

Have you ever met someone who not only had big goals but tried to achieve them too quickly? Or perhaps you know someone with a number of bad habits, and they want to get rid of them all at once. This could be the person who not only smokes but drinks to excess and has the habit of being destructive in nature.

While it would be wonderful to push a button and eliminate all bad habits at once, that is not possible. Creating small but very significant good habits will push the bad habit away for good. Eliminating a bad habit too quickly can also be hard on your health.

We see this in people addicted to sugar, and they have health issues besides the weight gain. They set a big goal of eliminating bad sugar from their diet but attempt to go the cold turkey route. This will upset their body chemistry in many ways and cause emotional turmoil.

Here are some examples of how starting with small habits will help eventually kick the sugar habit outright. A plan for success is necessary even though many micro habits will be easy enough to do without even thinking about it.

- Start by cleaning the cupboards of sugar-laden snacks. If the kitchen cupboards are jam-packed, then do one shelf per day.
- Reduce the amount of coffee cream by small amounts day by day.

- Reduce the amount of sugar added to coffee day by day. (Remember, some people put as much as two to three tablespoons in their coffee per day, and to simply stop it would be difficult).

- Add a small green salad to every lunch.

- If sugar snacks are consumed in the afternoon and supper, start by eliminating one sugar-laden snack and trade it for nuts.

You can use simple micro habits to change anything from building your self-esteem and confidence, changing your health or pumping up your work productivity. If you work from home, this is perfect for you as it requires discipline to be your own boss, and building those habits will lead to a successful at-home career.

As you read through the examples above, you can see that they are doable. That doesn't mean it will be a snap of the fingers. Any worthwhile doing requires work, even if it is small amounts of effort.

Keep Your Goals Clear and Simple

Complicated goals lead to confusion, panic, and eventually giving up. You do need goals; however, they must be simply stated, and you have to clear on why you want to accomplish a particular goal.

Being clear means that you do not just say to yourself, "oh, I need to set some goals for myself," and then sit down and start writing away. You need to take the time to visualize what goals you want to achieve and why they are important to you.

Invest some time by yourself where you won't be disturbed. As you get comfortable, start by seeing what is most important to you right now. Everyone is different. You may think every day about getting a promotion or finding a job that is more suited to your talents, while someone else really wants to lose weight.

As thoughts come to your mind, just make simple notes. Once you have emptied your brain of inspiring goals that you desire to reach, then call it a day. After getting a good night's rest, you can come back to the notes with fresh eyes. It is very likely that your brain has gone through the list you made overnight, and now you have new insight as to what you want to achieve.

It is now time to put the goals down on paper, starting with your priority goals. Getting a new job may be at the top of your list, while finding a new place to live may be closer to the bottom. Both are important, but that job is a top priority. Have only three top-priority goals to put the major part of your focus on.

Your next step is to take the priority goals and chunk each one down in manageable bites. Write out a simple "I will" note under each one. For example, if you are going to put in your best effort to gain a promotion in the next six months, you need to write out the steps you need to take and what action you are going to take on each step.

For example, being the first in the office and the last to leave shows you are serious about your company and want to be part of the success. You would write out the action steps such as getting up earlier, cutting down the break and lunchtime, and finding ways to help others who are struggling at their work. These steps and actions won't go unnoticed.

Module Two: Creating Micro Habits

How to Build a New Habit

Going to the gym for an hour takes motivation. Doing a challenging workout for an hour takes motivation and grit. You need to push through feeling tired and breathing as if someone has their hand over your mouth. A workout such as an hour of pumping weights is a massive habit and cannot be achieved if you haven't seen the inside of a gym for years.

When you are in decent shape, you build the habits you need to make your workout plan come together. Many people will need to start with micro habits in order to get this done. In fact, people who have been dealing with obesity for years may have a coach who shows them a micro habit they can work on.

There are video examples that show people struggling to lift one foot and place it on a block and then return it to the floor. This is a micro habit that over time will result in them being able to go left foot, right foot, and back to the left foot without a great deal of pause.

But before I go ahead with more examples, I want to share with you a simple 3-step system to build a Micro Habit.

- 1) Start with a super small action that you can grow day after day. Go for a small goal, so small that it's a total no brainer to act on it.
- 2) Connect your new habit to an existing routine. Brushing your teeth or taking a shower are all routines that can act as great anchors to trigger a new habit.

3) Celebrate. Rewarding yourself is important, and if you find a way to create a mini reward every time you take action on a Micro Habit, you will get hooked on your new habit.

This 3-step system was developed by BJ Fogg, the founder and director of the Behavior Design Lab at Stanford, and New York Times Best Selling author of the book *Tiny Habits*.

Let's remember that micro habits are not just about working out. We can use micro habits intelligently to make significant improvements in all the areas of our lives. As you design your micro habit plan, it may occur to you that it is possible you may miss a day due to illness, being forgetful, or not managing your mindset correctly.

This does not mean failure and that you have to start at the very beginning again. Nor does it have a major impact on your ability to install this habit in your brain over time. Studies have shown the brain will forgive a missed day, and with your written plan, you can get back on track. To have success in micro habits, plan for failure.

In doing this, consider before you start doing your micro habits what might get in your way and how you avoid some of the roadblocks.

Within your plan, it can be wise to add affirmations regarding being patient and not getting frustrated when things do not go according to plan. Since you are doing micro habits, you need to give yourself time to adjust. You may be the personality type who rushes to get their work done or is always after others to hurry up and match your speed.

This may be the time to go from a honey badger who is aggressive to a slow and methodical sloth putting one foot in front of the other to get to the top of the tree. When we speak of going slow with a micro habit, you could look at your emails as an example and incorporate changing the way you respond.

Try opening one email and replying with one sentence after thinking about how to respond. This will help you from answering and saying something you regret or missing a valid point that should have been made. Do one email, reduce the screen and work on something else.

Reopen the screen and do another email. This micro habit helps in your self-development as you being more strategic in your replies and have clarity on the issue in that one email. This type of micro habit is easy to do, and that is the main point.

You want this change to be gradual and not to cause issues in your life. As mentioned, you need a clear plan to keep you on track. The main decisions will be which new habits do you want to install and where you will put them in your day?

It is not necessary to only work on a health micro habit and ignore a relationship habit. It is necessary to decide how many areas you can work on without becoming overwhelmed. Let's look at a list of areas where you can develop new life-changing habits.

- **Physical Health**, including exercise routines, walking, stop smoking, etc.

- **Mental Health**, which includes self-talk, meditation, stress reduction, and being grateful.

- **Nutrition Health**, including following a specific diet, cutting sugar, Integrating specific foods into your existing diet, detox, etc.

- **Self-development** which includes communication skills, self-confidence, and self-esteem.

- **Relationships**, which includes developing positive actions with your spouse, children, friends, etc.

- **Personal Growth** which includes learning new hobbies, learning new skills, spiritual practice, etc.

This list is something for you to consider and add to, as there are other areas that you may want to acquire new habits by incorporating the micro habit system. Your next step is to decide on a micro habit and how you will put it into your day.

Since it is a very tiny habit, you might forget to do it multiple times per day, so you need to set up alerts. When you work outside the house in an office, factory, or an outdoor job site, it may be necessary to use phone alerts.

They are not prime for our purposes, but you have to make adjustments depending on where you are in the day. We should start with being at home during the day and evening. Here you have some built-in alerts.

Here are some ideas:

- Watching television? Every time a commercial comes on, you make the micro habit of putting away clothes in one room, dusting two tables, picking up clutter or doing ten squats, deep breathing exercises, curling a five-pound weight to exercise your arms.

- Watching YouTube videos? Every time an ad comes up, you start the micro habit of hitting the mute button and then saying, "I love myself." Repeat it until the video comes on and, of course, unmute if you want to. Take a big drink of water or read a paragraph in regards to spirituality.

- Going into the washroom? We do all sorts of things in there, from eliminating waste, brushing our teeth, showering, or checking our makeup. Make this alert the chance to say an affirmation ten times, read one page of a self-development book instead of scrolling memes while on the toilet.

- Going into the kitchen? We go to the kitchen frequently, especially on days we are home. How much space do we have? Can we use this alert to

do two push-ups, eat one piece of celery, drink more water, get to know our significant others better by asking at least one question that shows your interest in that person?

As you can see by the examples, there are ample times and places to build micro habits. You need to make a list of your possible alerts and what micro habit you want to engage in when you are alerted that it is time to get into mini-action.

Integrating Daily Routine With Micro Habits

Anything worthwhile doing requires thought and being clear on what your end goals are. At this point in your life, you have already had a daily routine. For many people, their routine does not change over the years, and they become stagnant.

By integrating your daily routine with micro habits, you can make much-needed changes and expand your life to become much more prosperous and rewarding. Here are some practical ideas:

- Get up and have coffee. (Here, you can insert the micro habits of cutting the cream and sugar in half. State out loud what you are grateful for while the coffee drips. Do five push-ups while the coffee drips. Hug your significant other while the coffee drips.)

- Get up and exercise first. (Here, you can add two push-ups to your routine. Listen to a short development podcast for the first part of your exercise. Drink one more glass of water than you normally do during exercise.)

- Get up and do your bathroom routine first...shave, shower, makeup. (Here, you can take two minutes in the shower for self-care by massaging your head. Take one minute and smile deeply into the mirror. Shave and say two affirmations.)

- On the assumption you work outside the house Monday to Friday, you can look to integrate a number of micro habits into your workday. (Here, you can smile at people on the way to work. Take one minute to write a thank you card and pass it to your coffee server or laundry person.

Stand up and stretch at your workstation every time you believe twenty minutes has passed, without actually using a timer. Use your lunch break for a two-minute walk up some stairs.)

- After the workday, you have a routine, and for many people, it is dinner and then the couch. (Here, you can pause for two minutes while cooking dinner and reflect on what you are grateful for so far during your day. Use the commercial time to do some stretching or using some two-pound weights to do curls and triceps exercise.

Shut the television off and ask your partner to walk hand in hand around the block. Shut the television off and read five pages of a self-help book. Shut the television off and learn ten new words or several new chords on your guitar.

Did you see the pattern about shutting off the television? We waste so much of our potential by plunking down on the couch and watching programs that do nothing to move us forward in life.)

- It is time for bed. (Go to the bedroom ½ hour earlier. Write out a short to-do list. Reflect for two minutes on your day and what you can do to improve it tomorrow. Do two minutes of mediation, sleep yoga exercises, or read five pages of uplifting material to reduce any stress before bed.)

This is just a brief example to get you thinking in the right direction. Your lifestyle may not be as above. For example, you may not have a job outside the house or currently single. You might work two jobs and really need to concentrate on time management to see micro habit success. Read the list repeatedly, rework it, and integrate your daily routine with new micro habits.

Module Three: Areas To Add Micro Habits For A Better Life

Information is key to your success. In this next section, we will look at seven areas that you can start practicing your micro habits. We will give you ten micro habits for each topic. Start by looking at the topics that are part of your daily life and want to have more success with.

Once you get great at doing the micro habits we layout for you, it is time to look at other areas of your life and then write out ten micro habits you will do consistently to bring about change in that area.

Micro Habits To Lose Weight

1. Journaling is a must for your life. You have probably engaged in or heard about gratitude journals. For weight loss success, you need to start completing a food journal. Writing brief notes about what you eat, when you, and why you eat will allow you to discover the changes you need to make regarding food. A food journal will track if you skip meals regularly. This might have become normal for you, and it is not healthy. Also, in food journaling, you discover if you eat during times of stress. If that is the case, you can start the micro habit of deep breathing as soon as stress attacks happen.
2. Drop the habit of using the elevator. If you are headed to a high floor, take the elevator part way up and then use the stairs the rest of the way. Stair walking burns calories and stretches the lower body muscles releasing tension.
3. Many people forget to drink water. They know they need to be hydrated, and water helps to flush the body. Make it a habit to take a sip of water regularly throughout your workday. Set a wristwatch timer if necessary. Pick your times and stop what you are doing while you enjoy a quick water break.

4. If you are a regular coffee drinker, stop drinking the fancy stuff which is loaded with sugars. Regular black coffee is best for weight loss, and you can add a bit of cinnamon. If you must put something else in, add just a touch of skim milk.
5. Go to bed earlier than you have been. Proper rest is important for your body to work at maximum efficiency. Avoid eating after 9 pm, but if you do need to eat, have some celery or a handful of nuts instead of a bag of chips.
6. Move your body more. There are plenty of opportunities during the day to get the body stretching and working. On those trips to the bathroom, take longer strides or even do lunges along the way. While washing your hands, do some knee raises at the sink, lifting your knee as high as possible. When you are at home, you do not have to sit on the couch all night. Get up and do a few simple squats while watching your program or do a few push-ups while the commercials are on. Always be actively seeking ways to move more.
7. Make your lunches for work at home. Too many people attribute weight gain to going out for fast food at lunchtime. Even the sandwich you grab at the coffee shop has more calories than you suspect. When you make your lunch, you can control the size and what goes into it. For instance, do not put margarine or butter on the whole wheat bread and never slip a few chips into that deli meat sandwich just to add some crunch.
8. Make your smoothies at home instead of buying them at a store. This way, you can control the amount of sugar that goes into the smoothie. You need a balanced amount of fruits and greens. Also, try to make the main liquid content pure water and then top it off with sugar-free nut milk.
9. Start paying attention to how much food goes on your plate. Many people tend to overload their plates and then work at finishing it all

off. Go for smaller portions and make sure to have some raw vegetables with lean meat or fish.

10. When you eat your meals, focus on eating and nothing else. That means putting the cell phone away. When you chew slowly and savor the taste, it kicks your taste buds into action because of the juices being released from the lean meat and vegetables.

This sends a signal to the body to release good amounts of digestive juice to break everything down. If you are not producing the right amounts of digestive juices, then food will not be adequately processed and pass through the system at the right speed. You will end up feeling bloated and weight gain is another issue.

Micro Habits To Improve Your Health

1. Increase the number of raw vegetables that you eat and if you currently do not eat raw vegetables, start today. There is no better snack than sliced cucumbers, celery, or even red peppers.

This micro habit will get you into the bigger habit of eating raw vegetables with every meal, giving you the minerals and vitamins you need that boiled vegetables lose as they are released into the water.

2. Get in the habit of putting fresh lemon juice or lemon wedges into your water. It perks up the taste, and the vitamin C that is released into the water will give you energy as you sip it throughout the day.
3. Start your morning with a green smoothie. There will be no sugar added to this, such as concentrated fruit juice. Instead, get into the habit of using pure filtered water.

Your smoothie won't have that sweet taste you are used to at the smoothie bar but remember we are going for proper health here. It doesn't have to be a full-blown smoothie; you can go for kale, lime

juice, and green apple, all blended with water, and then strain the mixture into a large jug. The green apple will give it some sweetness.

4. Are you drinking green tea? If not, add this micro habit to your list for a daily fat-burning boost. Pure green tea helps to burn off excess fat as long as you are also exercising. It is also proven to help with boosting brain health due to the antioxidants it contains.

If you have a midmorning or afternoon coffee break, make a habit of drinking green tea at that time instead.

5. Ginger anyone? Gum chewers should develop the habit of chewing a piece of fresh ginger. The ginger helps to keep the stomach in good shape and drastically reduces daily heartburn. It has also been shown to lower blood sugar and be of great benefit to heart health.
6. Get into the micro habit of taking a pause throughout the day and doing a quick self-assessment. Many people get stressed out because they are not paying attention to their brain and what the body is trying to tell them.

Stop and close your eyes while listening to your heartbeat. If you feel a bit overwhelmed, breathe deep and hold for a count of four and then exhale on a count of six. Do this a few times and repeat throughout the day. Monitor your mental health daily.

7. Many people go throughout life just plodding along and not paying attention to what is happening in their life. Then they end up in a deep pothole and wonder how they got there. You should develop the micro habit of doing a five-minute meditation every morning once you get out of bed.

Relax and let go of any thoughts that are bothering you, such as, "I only got up because I have debts to pay." Clear your mind and feel

grateful for another day to get out there and achieve your dreams. So many people forget to be thankful for the life they have been given.

8. Increase the amount you walk, especially on sunny days. When you arrive at work, instead of heading right in, why not take five minutes and walk around enjoying the sun, the air, and any nature you can spot. This works wonders for your mental health, and any bit of exercise adds up over the day.
9. Overwhelm can cause mental and physical issues. When you stress too much, you may head into depression. Chronic stress leads to digestive issues and even ulcers. It is best to develop a micro habit like having a stress mantra. Come up with one that calms you quickly, such as, "I am powerful, and nothing can defeat me or roadblocks were put up to be smashed into a billion pieces by me." As soon as you feel stress, stop and say your mantra.
10. Are you heading to Costco or Walmart today? If so, do your physical and mental health a favor with this micro habit. Park as far away from the main doors as you can. That extra walk will be a blessing to your physical health. If you park at the very edge of the parking lot, there is less chance of others parking beside you and hitting your car door with theirs as they exit.

How many times have you gone back to your car and wondered where that big scratch came from? You do not need this avoidable stress in your life. This is a beautiful habit you should employ every chance you go out in the car.

Micro Habits To Boost Self Confidence

1. Develop the habit of saying STOP. You should not only say stop when you start to think negative thoughts; you should also have a clear image of a red stop sign that pops up in your brain. Say STOP and immediately think

of a positive phrase such as, "Even the biggest fire-breathing dragon is no match for me today." That particular phrase will also bring a smile to your face as you picture yourself slaying that big bad dragon.

2. Showering daily should be a no-brainer in terms of self-confidence due to feeling fresh and clean, but you can do more. Spend a few times checking yourself out in the mirror for hairs that need to be clipped or areas that might need a bit of moisture. While you are there, look deep into the mirror and say, "this my day, I will seize the moment." Smile and smile it some more.

3. Your self-confidence will go up if you develop the micro habit of daily kindness gestures. Always be on the look out for the chance to do a kindness for someone else, such as opening the door or offering up a kind word to someone who looks like they need a boost.

4. Check your posture periodically. When you stand tall, you feel confident. When you slump your shoulders, it signals your brain and the people around you that you are not feeling your best. Stand up straight and breathe properly, getting that needed oxygen to your body.

5. Have a printed self-confidence affirmation in your pocket. Pull it out periodically during the day for a confidence booster. Doing this daily will implant the confidence booster in your brain, making a deep connection to total self-confidence.

6. Pick one small thing you have been procrastinating on and do it immediately. Getting that task done in a couple of minutes will boost your self-confidence, leading you to the understanding that you can accomplish anything you set your mind to.

7. Be prepared for what you are doing. Too many people go into a meeting or start a test without being fully prepared. You need to not only know your material but practice for roadblocks that may crop up. For example, when you go into a meeting and are prepared, the other person may throw out a

question that you did not anticipate. Know ahead of time how you will deal with such questions, and you will be confident.

8. Everyone spends time in the bathroom because we all have to go. The reality is scrolling your cellphone is not going to help with self-confidence. Instead, you should read one page of a self-development book and add a new layer to your self-confidence.

9. Look for five-minute confidence boosters. One idea is making a quick telephone call that you have been putting off. Many people do not like to make phone calls, but it is part of business.

Instead of trying to call ten or twenty people during the day, just do one and then the next day do two calls. This also applies to other areas where you do not have to call people but need to improve your speaking skills. Look for an opportunity to speak at work for a short period of time. After a time, your speaking skills and your self-confidence will improve.

10. Every time you speak to someone, smile and look directly at them and avoid glancing away. Smiling boosts your happiness level, and when you can look people directly in the eye while doing business or even in your leisure time, it will boost your self-confidence.

Micro Habits To Stay Motivated and Upbeat

1. You must have heard or said this statement "they look like they got out of the wrong side of the bed this morning." Perhaps you said it about yourself when someone inquired why you looked downbeat. When you wake up and do not feel positive or optimistic about your day, you want to roll over and go back to sleep. Do a one-minute self-check of your mindset and if you aren't ready to seize the day, make some power statements such as, "I will own the day."

2. When a problem presents itself, do not groan or have a pity party during the day. Always stop for a moment when you see the problem and ask yourself out loud, "I know there is always a solution, so what is the solution to this problem?" This gives you the mindset to find your way and break down barriers.
3. Do you carry one of those Swiss army knives in your purse, briefcase, or car? They are immediate problem solvers, such as having a tool to cut your seatbelt if you have an accident. You need to come up with a Swiss army type of statement to pull you through anything.

Many people use "when the going gets tough; the tough get going." You can come up with your own, and when you say it, clap your hands loudly or make a powerful gesture. This micro habit will charge you up and have you in a motivated state of mind. Have multiple statements for different situations ready to go.

4. Are you motivated and upbeat 100% of the time? You know the answer is a resounding no. Everyone has different levels of daily motivation and feeling optimistic. You need to check yourself and come up with a percentage.

For example, if you feel that you are motivated and upbeat 57% of the time as an average, work to raise that by 1% and then rinse and repeat. It may take reading a page of Les Brown every morning at the breakfast table, but there are many methods.

5. Make it a daily micro habit to ask the right questions. As discussed above, we know there will be problems. Motivational speaker Tony Robbins says that no matter what happens to him and how bad it is, when he asks himself the question, "what is good about this?" he always comes up with a positive answer.

6. When you walk into your office or workplace, do you feel motivated and upbeat? If the answer is no, spend two minutes changing that. In your office, you could sit and meditate on an object that gives you pleasure, such as a trophy or even a beautiful plant.

For those who work in a large environment with many team members, you can walk in the door and go beyond the basic, "hello." Make a powerful gesture and say, "Time to get to it and make a difference." You may put a smile on someone's face and change their day thoroughly as well as yours.

7. You are motivated and upbeat. You may read those words and tell yourself that it is out of reach for you, and it would be a struggle to get into that groove. Make no mistake, it takes work, but you can do it with daily micro habits.

Get into the micro habit of looking deeply into every mirror you see daily and tell yourself, "I'm a winner, and I also help others win." Be strong with your voice when you say that. The more power you put into your voice, the more you will believe it.

8. The motivation you are looking for also comes from being grateful. When you are thankful, you want to excel and also help others. While preparing breakfast, say a gratitude statement at least ten times. For example, "I am grateful for this food to fuel my body so I can create a wonderful life for myself and my family."
9. Everyone needs a little boost. As your motivation starts to drop off during the day, you could reach into your pocket and pull out a crystal that instantly fills you with wonder. You could also use a motivation card or anything that gives you goosebumps when you hold it in your hand.

Salespeople often carry a little card with the number of sales they need that day, and when things get rough, they pull it out and gaze at

it. It motivates them to keep going because they are doing it not only for themselves but often for their families.

10. It's hard to stay motivated if you are not breathing correctly. Just taking two minutes to stand tall, swing your arms out to the side to open your chest area, which will allow you to breathe deep. Many people take breathing for granted. However, just the correct type of breathing can do wonders.

After you do this, take your right hand and make a fist, then strike your left palm and say in a loud voice, "YES!" Do this ten times, and you will feel the power surge through your body.

Micro Habits To Reach Your Goals

Many of today's movies are about action and speed, and a lot of people have adopted the statement of "I feel the need for speed." This statement reflects our current level of thinking; faster is better no matter if we are talking about food or reaching various goals. A good rule to follow for micro habit success is to develop a micro habit that expands on the statement, "keep it simple stupid." You want the micro habit to be so small that you are shaking your head, thinking this is just too simple. Don't dwell on the word stupid, as the saying was developed to make you laugh and see the folly of overwhelming yourself.

After you come to the thought process of keeping it super simple, put it into action with goal setting. Chunk your goals and actions down into the tiniest micro habits possible. Let's look at micro habits to reach different types of goals, from health to finance.

1. The number one time of the year that you hear people say, "that is it, I am going to get in shape and lose weight," happens to be New Years'. Yes, it also occurs during the year when clothes don't fit, or

the idea of going to the beach in a tiny bathing suit becomes a nightmare. If you aren't in shape and need to get started, you should start small and build up.

The first step is to put your workout clothes on a chair beside your bed, and they will be the first thing you see upon awakening. Put a piece of fruit by the coffee maker to prompt you to eat fruit first and then throughout the day. Do a couple of squats as soon as your feet hit the floor. Look for opportunities throughout the day to add another micro habit.

2. Money tends to be an issue for many people, and debt is at an all-time high. One of your goals should be to improve how much money comes into the house, start saving early for retirement, and getting rid of debt. Micro habits can help with that. Put a change jar by the front door and empty your pockets once you take your coat off. Are you out for a walk in the park?

Don't forget to scan for loose change and use a plastic glove to pick it up. Wash that change off when you get home and put it in your coin jar. When the jar is full, you can roll it and put the money against your credit card debt.

After reading this, you may be tempted to ignore it or say that it is silly. That mindset will keep you broke. Some people jog by golf courses every day and pick up the lost golf balls.

At the end of the year, they sell them off and put that money against their debt. Putting your thinking cap on your financials will help you achieve new and better financial habits.

3. Staying in tune with financial goals, you should have the micro habit of reading one page per day of the market's best financial planning books. Buy or borrow a copy of *The Wealthy Barber*, for instance, and put it by your bed for a quick page read before sleeping. Use a

highlighter to mark the important parts, and doing this will also signal your subconscious mind to work on this overnight while you sleep.

4. Many people are budding writers. Some need to write blog posts or related work articles. Often the page remains blank. The micro habit of writing just one line or for one minute will help get you started. As the habit starts to become part of the daily routine, you will add another line or another minute.
5. What are your career goals, and how will you get there? Micro habits will be your answer in regards to the actions you take. Take two to five minutes every day thinking about your goal and what action you can take right now. Part of this two to five minutes is visualizing yourself working on your career goal. This sends signals to your brain that this goal is vital, and your brain will supply the action paths you need to take.
6. Knowledge is key to achieving your goals, and one of the best micro habits you can build is bringing a book or eReader with you wherever you go. Having a book about health habits, money habits, or relationship habits means you can read for two minutes no matter where you are.

Think of the time you lose when you wait at the dentist or as your partner shops. Imagine how much closer you will be to achieving your goals if you get a two-minute knowledge booster five to seven times a day.

7. In addition to a book, you need something to record ideas, whether it is a recorder on your phone or a small notebook for your pocket. During your awake times, ideas to improve your goals or taking an action on a goal will pop into your head. In the blink of an eye, that idea will be gone as something else takes your focus. The minute the idea comes to you, stop and get it down on paper or in your recorder.

8. Having a goal accountability partner will keep you in action mode. It is best to have a partner who will check in with you multiple times per day. When we are prompted to take any action, we are less likely to procrastinate.

For example, you plan to run with your partner, and then they contact you before the run to see if you stretched, drank water, ate fruit, or have your workout gear ready to roll. An accountability partner can help with any type of goal. You also need to reverse the role and be their partner.

9. Quotes about goals will help to keep you motivated. Starting today, print out the right quotes for you and post them throughout your house. Carry them in your pockets and put them in your shoes so that you read a quote whenever you put your shoes on. An example of the type of quote you need to read daily is, "Setting goals is the first step of turning the invisible into the visible." This quote by Tony Robbins will boost your motivation to get that new car, new house, or the retirement savings you desire.
10. Pick one to three goals per day and say each one ten times. In this example, you could repeat your health goal in the morning, career goal in the afternoon, and relationship goal in the evening. This micro habit helps to make your goals solid, and you can also track how you feel about them. If you repeat a goal ten times and do not get excited, this may be your prompt to visit that goal again and make sure it is right for you.

Micro Habits For Peak Performance

You need to stay on top of your game, whether it sports or what you do for a career. There are energy drains out there, from people who ask for more than is reasonable or in a job with a high workload and co-workers who are

slackers. Using micro habits will help you to build even bigger and more solid habits for peak performance.

1. Although this list is not in priority order, the first micro habit is one that everybody can use right away. Set your alarm for ½ hour earlier and put it where you have to get out of bed to turn it off. That extra ½ hour can be broken down into small micro habits that will fuel your mind and body for a peak performance day.
2. Stop cooking a big breakfast when you wake up. Yes, bacon and eggs are a delicious meal to most people, but they won't help in peak performance. There really are people out there who eat two slices of bacon and four fried eggs seven days a week. This is not healthy. You need to put together a quick green drink with plenty of energy packed in, or a have bowl of fresh fruit. There are many recipes available for green drinks, and you can change it up every day.
3. Your energy will hit lag spots and cause peak performance to drop off. You can recharge your brain by closing your eyes for two minutes, get as much air into your lungs as possible, and then visualize the powerful rush of water going over Niagara Falls. Feel the power of that water surge through your body as if it is a giant battery charger. If you exhale all that air in your lungs with power, you can feel a rush, just like the water that explodes over the Falls.
4. Another micro habit for sagging productivity is to put on your headphones for two minutes and listen to high-energy music. Pick a song that always inspires you and makes your body come alive. For example, many people use "Eye of the Tiger," a powerful rock song, to motivate them into action.
5. Around 3 pm, many people feel their performance starts to taper off as they have been super productive. This is a great time to have a two-minute cool shower if possible. Another way to do this if showers

are out is by keeping a washcloth in a plastic bag. Soak it in cold water and vigorously rub your face to freshen up and remove any accumulated facial oils. You can dab some essential oils or inhale peppermint oil before getting back into action.

6. We all know we need to hydrate throughout the day to keep our performance up. Another micro habit that goes a long way is to eat a whole kiwi during your break times. Wash it as is with the skin on and clip the ends. The kiwi will give you energy and a bit more hydration due to the water content.
7. Before leaving your house, sit in a quiet room and do a two-minute visualization of yourself at peak performance. Think of what you will be doing today and see yourself at a ten out of ten in terms of peak performance. You will hit the ten mark and drop off during the day, and that is where the other micro habits come into play. They can get you back either to a ten or very close.
8. At work, you need to have an accountability friend to keep you in action. This person should know the basics of what you are trying to accomplish. Pick up the phone several times a day and check-in with each other. Think of it as one of those races where you see someone staggering to the finish line and perhaps falling. Along comes someone with the same types of goals, and they pick that person up and help them cross the finish line. You need people like that in your life.
9. Have your top three goals on a notecard. At least three times a day, take that card out and read the goals for two minutes. You have to know exactly where you are going and how to get there. Peak performance is the gas that fuels your journey.
10. You do not want to snooze when your alarm goes off. Instead, shut the alarm off and lay on the bed with your feet touching the floor if possible. Close your eyes again and say something that gives you

an energy shot, such as, “I’m going to crush my day.”

Now ask yourself one important question, “What is the one thing I will do today to improve my peak performance?” If you don’t have the answer, give yourself another energy shot and try again. Once you have the answer, rocket out of bed and get that peak performance going.

Micro Habits For Entrepreneurs

You could come up with a number of ways to describe entrepreneurs, starting with busy, dynamic, and passionate. The day never seems to end for them, and they must have great habits to reach their goals. Let's look at micro habits that can help any entrepreneur.

1. Entrepreneurs typically need to make as many business connections as possible through BNI meetings, social networking, etc. If you are a budding or current entrepreneur, do not forget the power of a business card. When you hit the coffee shop or any other business during the day, scour for any opportunity to share a card. That may sound old school, but it still works - Your life is not all online.
2. Before sleep, make a quick list of things you need help with. You cannot do everything, and if you try, you will burnout. Make your list to use two-minute time slots to make a call, text, or email someone who has the knowledge you need.
3. Confidence can be learned, and it also has to be reinforced as you will take hits throughout your day. Look for two-minute breaks to congratulate yourself as being a champion. Step it up and slap your chest, stating, "I'm awesome!" Suppose you did something today that took tremendous courage and the confidence to pull it off. Take two minutes and reward yourself with something that gives you pleasure.

4. Too many entrepreneurs wait until they and their team have a major success before they celebrate. You need to stack success moments and celebrate each one, if only for a short time before moving on.

For example, if there is a brainstorming session and it hasn't been going great, the moment you or a team member hits a winner, celebrate it like you won the Stanley Cup in hockey.

5. Entrepreneurs need to stay alert during the day, and they also need to use every chance to get in a good stretch or some form of exercise that clears the brain fog. Setup a ship's bell in your office. When you or anyone feels the need to shake out the cobwebs, ring the bell, and everyone does a two-minute exercise like push-ups, planks, or squats.
6. All business. Yes, if you looked at entrepreneurs and their work schedules, you could certainly say, "they are all business." However, in the long run, this will only cause burnout or cause them to become less social.

All entrepreneurs need to pick tiny time slots to connect with someone who is not related to their business. Staying genuinely connected with other humans fills us with the joy and passion we need.

7. We all lose focus during the day, and many of us turn to excess amounts of coffee. The problem for entrepreneurs is too much information floating around in their heads.

To put the brain in neutral, anyone who needs to focus should listen to a very short piece of classical music. It has been proven to be very calming, and solo music such as piano or the violin is the best as there is too much going in larger groups.

8. We all need to make a to-do list and some of us dread those long honey-do lists. Before the entrepreneur goes to sleep, they should make a very short and sharp, to-do list for the next day. Three items are the maximum for this list, and it should be a list of actions that are money makers or money savers.
9. One thing that can halt any entrepreneur's day, is the fear of something they perceive is real. One mantra that can be said for two minutes is the title of a famous book, "Feel the fear and do it anyway." Really, it is the only way to do it.

People jump out of airplanes the first time by feeling the fear and doing it anyway. As the entrepreneur heads to a fundraising meeting, they may feel intense fear. Just before entering the meeting, the tactic is to slow down the breathing and state out loud, "I feel the fear, and I am going to do it anyways."

10. We know fear can stop an entrepreneur in their tracks. The other big issue is a stress attack when things are going poorly. A good way to combat this is to sit in a chair with the feet flat on the floor. Place the right hand over the heart and begin to breathe in and out very slowly, while thinking a peaceful thought.

For example, pull up an image of butterflies in a flower-filled meadow while breathing in and out. The hand over the heart, warms it and slowly it will return to normal beating patterns.

Module Four: Optimizing Your Micro habits Practice

Making Your New Micro Habits Stick

Bad habits can be difficult to break, and one of the best ways to drop a habit and install a new micro habit, is to completely eliminate the old habit. For example, if you want to read a page of motivational material after supper, get rid of the newspapers and fiction books.

Give them away and buy only motivational and self-development books. Imagine sitting in a comfy chair after supper and you reach for a motivational book. You have it in your hands but there on the coffee table is a new book by one of your favorite authors. The pull to put down your motivational book will be strong, so don't allow that to happen.

There are times when a cellphone app comes in handy, especially if reminding yourself is too difficult. To make sure you are doing your micro habit at the time you should be, use a reminder on your cellphone. For example, if you said you were going to take a 10:30 break and eat some fruit, then set your timer and eat that fruit right on the dot.

Your Morning Rituals and Micro Habits

Do you know exactly how much in your bank account? Many people can guess and come close to the balance, but you really need to know the exact amount. You need to have the micro habit of quickly checking your money. What do you have, what do you need and how can you save some today?

When you are not 100% sure of your money, it is possible to go out on your lunch break and buy a few books or head over and grab a bottle of that red wine you have been dying to try. One step up from just checking your

money, is to have an Excel spread sheet where you can enter plus and minus money each morning so you know exactly where you are financially.

This takes only a few minutes and will also be of great benefit at tax time. Making your bed as soon as you roll out of it, tricks your mind in ways you never thought of. As you smooth out the sheets and fluff the pillows, it sends a message to your brain that sleep time is over and action begins.

Making your bed nice and neat takes less than a minute so as a micro habit, it is one you need to start today. It steam rolls because you just did a great micro habit and now your brain starts to search for another micro habit to work on, like doing a few squats to clear the cobwebs from your sleepy mind. Getting that deep oxygen invigorates you, and off you go to a healthy breakfast.

Micro habits And productivity

People who have alarm clocks with a snooze function are setting themselves up for non-productive days. Many people hit the snooze button more than once after the original alarm. To be productive, get rid of that type of clock and buy an old fashioned one. Put that clock out of reach, so that you have to get out of bed and take a few steps just to turn it off.

Do you know exactly what the first few tasks you need to do in the morning are? Even if you do, it is likely you will forget overnight and the best remedy is to write a short to-do list for a productive morning.

Along the same train of thought, it is wise to put a time down for all your daily tasks. You have a short to-do list and once your morning gets going, you can add in the bigger tasks with a time for completion.

Without a specific time planned, you may look at an afternoon task and think you have lots of time to complete that; however by not following timed

tasks, you wasted some time on the morning tasks by not using intense focus to get each one completed. Stay on track with this simple method.

How to Teach Your Kids to Build Tiny Habits

If you know anyone who spends every cent they have in their pocket, it means they likely borrow a lot of money as well. They were never taught how to save when they were younger. To help your children, show them that they need to put a portion of their allowance into a savings jar. Have one for yourself.

Children love to copy their parents and with this in mind, as you get them to drop a dollar into their savings jar, you put one into yours. Found money should never be spent right away. As you walk in the park or head off to school, often you will find dropped change.

Teach your children to wash off the change and drop it into their savings jar. At the end of the month, help them count their money and then put it back into the jar. Month by month they will see the money grow.

To help your children wake up before school and to teach health and fitness, have them do a fun exercise right away. Do it with them and enjoy some smiles. You can do a couple of push-ups or squats. If doing squats, have them clap their hands when they come back up and say something like "hip hip dip dip." Laughter will get your child ready for a great day.

Affirmations are for everyone. It is super important to build this into a micro habit for your children. After breakfast it is time to brush the teeth and you can have your child look into the mirror and say, "I am kind to myself and everyone I meet."

This is a wonderful habit, and some parents have posted videos of their children walking into school, saying their positive affirmation out loud as they just love how good it makes them feel about themselves.

Conclusion

Micro habits may be one of the easiest ways you have ever used to change things in your life that you are unhappy with.

As stated in this ebook, it is super important to have a specific plan and then take the actions required. Do not try to do this off the top of your head as there is just too much going on in your day.

For example make sure to buy the journals you need to keep you on track. Do that right now and don't delay.

We talked about health and how some people have used food and even sugar as a way to make themselves feel better. Everyone needs to get their "comfort food and sugar craving under control." We want you to use the micro habits and create a new and improved lifestyle for yourself. Getting as healthy as possible, mentally and of course physically is a top priority.

I suggest you read this eBook more than once. Go over it a couple of times and highlight the portions that you see as a priority in your life. You can start using micro habits right away, so please don't delay on this. Enjoy creating a new YOU starting now.