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*“First you make your habits then your habits make you.”
Research shows that 40% of daily actions are based on habits. Changing habits can literally change your life.*

PICK YOUR NEW HABIT

Pick one new habit to create. Good habits are **small, simple** and **sustainable**. Small habits are achievable starting out and can (and should) be grown larger once built. Simple habits are easy to follow. (A great measure of simplicity is whether you can write it on a sticky note. Sustainable habits can be done every day no matter where you are. Limit yourself to one new habit for each area of your life (personal, work and health.)

Write your new habit on 3 sticky notes.

Keep your new habit at the front of your mind while you are building it.

Place one sticky note by your bed, one at your desk and one in your purse or wallet.

PICK A TRIGGER

It is difficult to create a whole new habit or routine from scratch. It is much easier to create a new habit if you can find a trigger for your habit. Triggers are typically things like an existing habit, a specific time of day or an alarm or calendar reminder. Examples are after your shower, before you eat breakfast, at 7.00am, after your first coffee or at a mealtime.

Pick a trigger for your habit and write it on a sticky note.

RECORD YOUR PROGRESS

It can take 30 days to build a new habit. The mind also doesn't like to see broken chains. Commit to doing your new habit for one month and record it.

Draw a 5 x 7 grid on a sticky note and use it to record your daily progress for a month.

STICKY TO YOUR HABIT DAILY

Sticky to your habit for just one month. It takes about a month to create a new habit. At the end of the month you should be able to continue doing it ad infinitum. At the end of the month you can pick another habit to work on. You should only work on one new habit at a time but over the course of a year that's still 12 things you can add that will make a difference. Read your habit on a sticky note each morning and throughout the day. Do the new habit at the trigger every day. Record every day you do your habit on the sticky note with a grid. Commit to never missing more than one day in a row. Sticky to your habit for one month.