

## **IMMEDIATE STEPS TO SUCCESS**

taken from "Tao of Success" by Frank Keefer

1. Purchase a 3-Ring Binder and dividers
2. Identify your goal. Define it specifically and write it. Attach a timeline.
3. Double your goal!
4. Develop an Action Plan
5. Reduce it to small, incremental Steps
6. Prioritize steps
7. Create a daily check list
8. Review section on discipline\*\*
9. Write definition of discipline 25 times
10. List 5-10 good habits you possess
11. List 5-10 bad habits that you possess
12. Hand write a contract with yourself
13. Review above and tighten up.
14. Audio record your contract and goal.

### **\*\*What is Discipline?**

**"Discipline is nothing more than making a decision to continue the action that you need to take to get the results that you desire...."**

**Continuing to make the decision to continue taking that action." Tim Sales**

**"Is the action you need to take more effort than the result is worth?" Accept the fact that you are happy with your current situation or station in life, if you are unwilling to take the steps necessary to change it."**  
**Frank Keefer**

Universal Law says: "Everyone is where they want to be."