

BECOME YOUR OWN SUPER-ACHIEVER



Summary: *Being a super-achiever like the ones you look up to that are always doing great things is possible when you follow this advice to get on the right path.*

Do you ever wonder how people work a full-time job, volunteer, run a side-job, and still find time to grocery shop, exercise, cook, and sleep all in one day? They are accountable to the same 24-hour day as we are, but they somehow are able to get so much more done each day. So how do they do it?

They are committed. When they are working on something, they are fully focused to that one thing. When you find yourself wandering from your current project or task, say something to yourself to bring your mind back in.

Multitasking may seem like a valuable skill, and it can be, but quite often it takes you longer to get one thing done when you are bouncing around from one thing to the next. Look at how many tabs you have open on your computer right now. Chances are you could have focused on one thing and gotten it done instead of going back and forth between four or five tasks.

When you are in the middle of something, don't let there be distractions. Place a sign on your door or turn your phone off to make sure nothing pops in your mind to take your focus off your project. Research shows that it takes an average of 23 minutes to get back into your project when you get distracted. That is a lot of time wasted.

Who you spend time with makes an impact on your productivity. When you hang out with super-achievers, you will be more likely to be one yourself. When you spend time with downers, you get dragged down to their level and lose all productivity. You don't have to cut them completely out of your life, but try to limit your time with them.

Get rid of bad emotions like anger, disappointment, and frustration so that you can keep your mind clear. Keeping those emotions bottled up can result in you acting out in ways that are not conducive to being productive. Methods such as meditation, journaling, exercise, or talk-it-out sessions either with a therapist or life coach may help you get emotions under control.

Keep in mind that everyone is human and makes mistakes. The super-achievers that you look up to likely have days where they are not productive. Aim for your own level of personal achievement.

Read these related articles to learn more about being productive:

- [Be More Productive in 7 Days](#)
- [Doing More Makes More Get Done](#)
- [Increase Productivity with These 20 Helpful Apps](#)

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