



# Ten Traits Of Successful People

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# #1: Ten Traits Of Successful People

We have all read about people who are successful briefly. They win a gold medal, make a fortune, or star in one great movie... and then disappear. Or, there are those like Marilyn Monroe and Howard Hughes who achieve extraordinary success, at the cost of their own lives. These examples do not inspire me!

My focus and fascination is with people who seem to do well in many areas of life, and do it over and over through a lifetime. In entertainment, I think of Paul Newman and Meryl Streep. In business, I think of Ben and Jerry (the ice cream moguls), and a local hardware store owner who is famous for the money he's given to children's charities. As a Naval Officer, husband, businessman, politician and now as a mediator and philanthropist on the world stage, Jimmy Carter has had a remarkable life. We all know examples of people who go from one success to another.

These are the people who inspire me! I've studied them, and I've noticed they have the following traits in common:

## 1. They work hard!

Yes, they play hard, too! They get up early, they rarely complain, they expect performance from others, but they expect extraordinary performance from themselves. Repeated, high-level success starts with a recognition that hard work pays off.

## 2. They are incredibly curious and eager to learn

They study, ask questions and read – constantly! An interesting point, however: While most of them did well in school, the difference is that they apply or take advantage of what they learn. Repeated success is not about memorizing facts, it's about being able to take information and create, build, or apply it in new and important ways. Successful people want to learn everything about everything!

## 3. They network

They know lots of people, and they know lots of different kinds of people. They listen to friends, neighbours, co-workers and bartenders. They don't have to be "the life of the party", in fact many are quiet, even shy, but they value people and they value relationships. Successful people have a file full of people who value their friendship and return their calls.

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## 4. They work on themselves and never quit!

While the "over-night wonders" become arrogant and quickly disappear, really successful people work on their personality, their leadership skills, management skills, and every other detail of life. When a relationship or business deal goes sour, they assume they can learn from it and they expect to do better next time. Successful people don't tolerate flaws; they fix them!

## 5. They are extraordinarily creative

They go around asking, "Why not?" They see new combinations, new possibilities, new opportunities and challenges where others see problems or limitations. They wake up in the middle of the night yelling, "I've got it!" They ask for advice, try things out, consult experts and amateurs, always looking for a better, faster, cheaper solution. Successful people create stuff!

## 6. They are self-reliant and take responsibility

Incredibly successful people don't worry about blame, and they don't waste time complaining. They make decisions and move on. Sometimes they are criticised for taking this to extremes – Jimmy Carter carried his own briefcase and a President "shouldn't" do that! Extremely successful people take the initiative and accept the responsibilities of success.

## 7. They are usually relaxed and keep their perspective

Even in times of stress or turmoil, highly successful people keep their balance, they know the value of timing, humour, and patience. They rarely panic or make decisions on impulse. Unusually successful people breath easily, ask the right questions, and make sound decisions, even in a crisis.

## 8. Extremely successful people live in the present moment

They know that "Now" is the only time they can control. They have a "gift" for looking people in the eye, listening to what is being said, enjoying a meal or fine wine, music or playing with a child. They never seem rushed, and they get a lot done! They take full advantage of each day. Successful people don't waste time, they use it!

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### 9. They “look over the horizon” to see the future

They observe trends, notice changes, see shifts, and hear the nuances that others miss. A basketball player wearing Nikes is trivial, the neighbour's kid wearing them is interesting, your own teenager demanding them is an investment opportunity! Extremely successful people live in the present, with one eye on the future!

### 10. Repeatedly successful people respond instantly!

When an investment isn't working out, they sell. When they see an opportunity, they make the call. If an important relationship is cooling down, they take time to renew it. When technology or a new competitor or a change in the economic situation requires an adjustment, they are the first and quickest to respond.

These traits work together in combination, giving repeatedly successful people a huge advantage. Because they are insatiable learners, they can respond wisely to change. Because their personal relationships are strong, they have good advisors, and a reserve of goodwill when things go bad. And finally, none of these traits are genetic! They can be learned! They are free and they are skills you can use.

## Start now!

# #2: Working On Your Groove

We all come to a point in our lives, like in the movie "How Stella Got Her Groove Back" that we lose sight of who we are. Life has a person in so many different roles such as parent; employee and spouse we tend to lose "us" in being there for others.

Although Stella got her groove back by meeting a man that was 20 years younger than her, how do we know that Stella's groove is going to stay? Stella still had some matters in her life that she needed to clear up before taking a vacation to Jamaica. Taking a vacation is a temporary fix. When you come back all the problems are still there waiting on you.

In order to start working on your groove you must first clear out the garbage that has been holding you back from being happy. When I say garbage I mean the emotional matters in your life that are holding you back from enjoying your life. If you are having a hard time forgiving someone from your past this is an emotional problem that has to be dealt with before you can move forward in your life. Holding on to the anger is like walking around with an anchor attached to your heart. Any opportunities that may come in your direction will be overlooked because you are still anchored to the past. In the book "In the Meantime" by Iyanla Vanzant she discusses how we have to start in the attic of our mind all the way to the basement of our minds.

Physical matters can also hold us back from getting our groove back. Say that you have been procrastinating on cleaning your garage. The more you think about doing it and not taking the action to do it will hold you back. In the movie, Stella was working at a job that was very profitable but the stress was overwhelming. Her dream was to build furniture and she wasn't doing anything to make her dream a reality. Very few people realise that the things we don't do will drain us more than the things we actually physically handle.

As long as you procrastinate this brings your energy level down and eventually makes it even harder to get accomplished. Your subconscious starts accusing you of being lazy and after a while you really start to believe what your mind is telling you is true. You have to start taking baby steps to get back into action so that you will feel better about yourself. If you have a dream on hold or something you need to accomplish then take a certain amount of time either everyday or once a week to accomplish whatever it is you would like to accomplish. You will see that once this matter is complete, you will feel a rush.

Once you have cleared up the garbage then it is time to work on you. Now is the time to give yourself special attention and figure out what makes you happy. During this period you would be required to do something special for self on a regular basis. I take every Thursday as my day for me. On this day I order take-out for the children and I do whatever brings me joy. If it is just reading a book, this is what I do on this day to give myself special attention.

Another thing you will have to consider is eliminating people from your life that don't enhance your life. If you are in a relationship that you are doing more giving than receiving this may be a matter to re-evaluate. I am not speaking only on romantic relationships. This can also cover friends and family. Sometimes people have a tendency of taking your kindness for weakness.

# Working On Your Groove

As long as you don't set boundaries with these people they will keep on taking and not giving. You deserve better! You have to realise that you have the right to be selfish. If you don't give yourself special attention on a "regular" basis who will? You have to learn to say no. If it is something you don't want to do or don't have time to do then simply say "no".

**You don't have to do anything in life that you truly don't want to do, except maybe pay taxes!**

# #3: Setting Clear Objectives (SMART)

To achieve a goal, there is a process that you should implement. This process is to streamline and analyse your objectives. Begin at the very beginning at the smallest, specific part.

These are the most important steps to take to meet the guidelines. An objective is a way of knowing what action or plan is to be taken and identifying the expected results. This plan provides a set of directions so that making the decision will not be as complicated as when the goal is just being considered.

Peter Ducker documented a book published in 1954 entitled *Practiced Management* wherein MBO which stands for Management by Objectives, was introduced. This is a programme that consists of simple but very useful processes in order to meet commitments in an organisation. Never worry, as this is also applicable to personal plans.

## MBO consists of 5 steps:

### 1. It should be SPECIFIC.

It is better to accomplish one goal at a time rather than thinking of several different plans at one time. A single objective cannot be derived if there are two or more results expected. What's important is that there is a need to clarify what is to be achieved and should have your full attention. This must be taken as seriously as possible.

### 2. It should be MEASURABLE.

A lot of things that are not tangible are hard to measure and there are things that are really measurable for the mere fact that it includes numbers or ratings. Take the service crews for example, it is hard to measure how the service was delivered but if the number of complaints is counted then there is a specific number that can be used to rate the effectiveness of the service.

In offices, the number of tasks or assignments that were accomplished is used as basis for the measurement. Cooperation, though a very vague word can also be measured by means of getting a subordinate and peer survey. How fast or delayed assistance was provided to a certain individual is enough to provide information on how situations can be measured. Try not to use general terms when making an objective statement. It should be something clear and specific like: to write, to recite, to perform, to fix, to process, to designate, to purchase, to choose, to reprogramme, etc.

# Setting Clear Objectives - Another Look At SMART

## 3. It should be **ATTAINABLE**.

The resources available give information on how an objective can be attained. This must be something that is derived from fact and very realistic. It could be that a certain objective is indeed realistic but the time frame to reap the result may not be. It is better to say objectives that can be factual for this promotes motivation rather than an objective taken from belief as this may cause unexpected failure and feeling of discouragement.

## 4. It should be **RESULT-ORIENTED**.

An objective should be stated clearly so that the expectation is clear. Focus on the end result as this will be the guide whether or not the objective to reach the goal is effective and meaningful. Is this objective going to help an individual grow or succeed? Will it be beneficial to all concerned? Once the success has been attained and all the plans were completed then it is a success.

## 5. It should be **TIME BOUND**.

There should be a limit to all the things needed to be accomplished. This matters since the root of any plan can be traceable. This will also tell if the objective is effective enough not to cause any delay. There will also be more of the sense of fulfillment once a goal is attained with the objectives set earlier than a deadline.

To sum it all up, develop an objective that is easily measured, can be attained, with a limited time, this will help in determining if the objective is realistic enough, meaningful, and proven to be worthwhile to everyone involved. A chart or journal can be kept to keep track of any opportunities and strengths that were met along the way. This will also indicate the time that was consumed and the length of the objective developed. A successful objective helps motivate the individual or the group involved toward greater achievements.



# #4: Four Tips For Making Resolutions That Actually Matter

Turning the calendar over is an excuse to make personal resolutions for the coming year. It is also a way to bring about certain frustration for you if the goals that you set for yourself are unreachable, unattainable, or just something you have no interest in doing. Making resolutions can be done at any time of the year, but if you have been thinking about several new ones for the coming year, here are four tips to help you not only make resolutions, but to keep them.

## 1. I Resolve To...

Okay, you have made your resolutions. Now, step back and take a look at each one. Are they resolutions you wanted to make or resolutions others have told you to make? Make certain that each resolution is something you definitely want to keep, not a half hearted attempt at reaching a goal that you really aren't interested in reaching. If your resolution needs to be modified, do it at once.

## 2. My Goals Are...

Are your resolutions reasonable or are they reaching well beyond what can normally be expected? Let's say your goal is to lose 70 pounds in the coming year. While the weight loss resolution is admirable, do you have the time to exercise regularly? Change your eating habits? Change your lifestyle? Is the 70 pound weight loss goal too much, too soon? Would it be better for you to stretch the amount you want to lose beyond one calendar year? Consider your health: both physical and mental when evaluating your goals. Keep in mind how your resolution may impact friends and family members...you may be a "bear" to live with over the next twelve months!

## 3. I Have Fallen and I Cannot Get Up!

Do you quit at the first sign of failure? If you splurge on food, do you consider your diet and resolution to be over? If so, why? Simply start again and continue. The road to any goal is paved with pitfalls and you are bound to backslide from time to time. Best advice: Find an accountability partner who knows [and understands] your resolution and can encourage you to keep it.

## 4. Reward Yourself.

At the end of the year, reward yourself based on how well you kept your resolution. If you hit your weight loss goals, consider giving yourself a reward for good behaviour. If you miss your goals, keep the reward idea open for when you do meet your goals. In other words, some resolutions are ongoing and shouldn't be restricted by a 365 day calendar.

# Four Tips For Making Resolutions That Actually Matter

## Remember this:

Resolutions are for your benefit, not your detriment. Your attitude toward a particular resolution will help you determine whether you should make that particular resolution or not. Any resolution made which doesn't have your enthusiastic backing will certainly become a hindrance come February or March and forgotten altogether by April.

**Make resolutions that matter and be the better for it!**