248: The Practical Kind of Productive

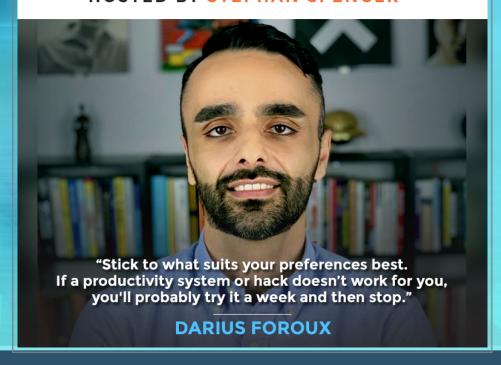
10 Point Checklist

Darius Foroux

Want to gain as much knowledge as possible out of Get Yourself Optimized? Read on below for a **10 point checklist** that gives the next, real steps you can take for introducing these insights and optimizing your life.

Get YOURSELF OPTIMIZED

HOSTED BY STEPHAN SPENCER



10 STEPS YOU CAN TAKE TODAY

Want to take charge of your health, wellness, and success? Here are 10 steps that can move you closer to your goals – today.

Ц	systems out there, but if it's not enjoyable, there's a low chance I'll really stick with it
	Make it a habit to get three or four important tasks done every single day. Plan out huge projects by dividing tasks into smaller blocks done for a few hours every day until the deadline or the task is finished.
	Focus more on my strengths and find ways to merge those characteristics with my work.
	Review my progress daily, weekly, and monthly to determine which systems and processes work best for me. It's more than okay to switch things up if something doesn't feel right.
	Don't rely too much on apps or devices that can wear out after a while. The foundation of the systems I build for myself should be able to run smoothly even without the assistance of tech and gadgets.
	Create a top priorities list that remains the same for a very long time. These will be my core life principles and everything I do in life must reflect what's on that list.
	Implement a time blocking technique such as the Pomodoro method. Dedicate specific time blocks for specific tasks during the day. Make sure not to entertain distractions within those timeframes.
	Write notes to remember information better. It's advisable to use the classic pen and paper rather than a tablet because it's proven that manually taking notes is better for memory retention.
	Create healthy boundaries so people can respect my time the same way I respect theirs. Establish a balance between work and rest to avoid burnout.
	Check out <u>Darius Foroux's website</u> for more information on how to be more productive, fulfilled, and happy.

To view the transcript, resource links and listen to the podcast, visit:

https://www.getyourselfoptimized.com/the-practical-kind-of-productive-with-darius-foroux