



Journaling Quick Tips.

Journaling is one of the most valuable techniques to gain strategic focus. Here's some tips:

- ▶ **Be cheap.** No expensive leather journals. Don't make it feel like you have to write something important.
- ▶ **Write 3 pages.** No more. No less. And everyday.
- ▶ **Write non-stop,** stream of conscious. Don't edit.
- ▶ **Write long-hand.** It's been shown to improve retention and creativity.
- ▶ **Use boredom strategically.** If you are not sure what to write, simply write the words, "I don't know what to write," until you bore yourself into another thought.
- ▶ **Find your best time and stick to it.** Tie it to the beginning or end of another habit.
- ▶ **Write about anything.** Don't worry, you'll eventually get around to really great stuff if you give it time. If you can't think of something, write about what you are grateful for.
- ▶ **Keep a notepad nearby.** In the course of writing you'll come up with things you want to do. Recording them separately makes them easier to track.