



**MOTIVATION  
MASTERY**  
GET MOTIVATED AND STAY MOTIVATED

# Terms and Conditions

## **LEGAL NOTICE**

The Publisher has strived to be as accurate and complete as possible in the creation of this report, notwithstanding the fact that he does not warrant or represent at any time that the contents within are accurate due to the rapidly changing nature of the Internet.

While all attempts have been made to verify information provided in this publication, the Publisher assumes no responsibility for errors, omissions, or contrary interpretation of the subject matter herein. Any perceived slights of specific persons, peoples, or organizations are unintentional.

In practical advice books, like anything else in life, there are no guarantees of income made. Readers are cautioned to rely on their own judgment about their individual circumstances to act accordingly.

This book is not intended for use as a source of legal, business, accounting or financial advice. All readers are advised to seek services of competent professionals in legal, business, accounting and finance fields.

You are encouraged to print this book for easy reading.

# Table Of Contents

Foreword

Chapter 1:

***The Basics On Self Motivation***

Chapter 2:

***Establishing Your Plan For What You Want To Achieve***

Chapter 3:

***How To Get Dedicated***

Chapter 4:

***The Power Of Conditioned Reflexes And Anchors***

Chapter 5:

***Tips For Positive Thoughts***

Chapter 6:

***Keep Track Of Your Achievements***

Wrapping Up

# Foreword

Some people believe there is no one correct way of following a motivation plan. Studies have shown that each individual is motivated by a variety of elements and in order to ensure the most suitable is identified a little understanding of the motivation mastery must be researched.



## ***Motivation Mastery***

Get Motivated And Stay Motivated

# Chapter 1:

## *The Basics On Self Motivation*

---

### Synopsis

Perhaps the most important element is indentifying the direction or goal of the intended exercise that is to be embarked upon. Having a clear and attainable goal in mind usually makes it easier to successfully work towards attaining it, there in winning half the battle.



## **The Basics**

The next important step would be to be as knowledgeable as possible on the desired goal. It is absolutely essential to ensure that all information pertaining to the exercise at hand is clearly understood and researched. All “tools” that are needed should be available.

Then there is the ever important element of having the necessary desire and drive to see the project to completion. Without this very important element there is a very real possibility of the individual abandoning the exercise at the first sign of a challenge. Therefore it is part of the motivation manifesto to consider every aspect of the process that will be involved in the said exercise undertaken.

Time is also another important factor in the motivation mastery cycle. This is a common yet very important fact that is often overlooked in the mapping out of the “plan” for the intended exercise. The creation and adherence to a time line is also a very important contributing factor to keeping the individual motivated to the end of the exercise.

The appropriate amount of attention should also be allocated as part of the motivation mastery manifesto. Embarking on a project without actually having the interest or passion and capabilities to devote towards its success would be a rather foolish endeavor indeed.

# Chapter 2:

## *Establishing Your Plan For What You Want To Achieve*

---

### Synopsis

Once the idea is clearly outlined, it has to be shared and understood by all those who are to be involved in the project from start to finish. Right from the onset of the project all parties involved in the idea should be well informed on all the different aspects of the said idea.



## **Get Your Plan Together**

The importance of having the general outline for the course to be set should not be underestimated. Taking the time and effort to clearly explain the various elements involved and getting feed back at this stage is beneficial to the success of the goal.

Defining the various components expected is also another vital element. This may include the baselines which are also known as the performance measured.

These baselines usually provide the guidelines for the balance and check exercises within the project frame. There is also the need to have proper risk management, quality, procurement, and staffing and communications elements in place along with any other vital elements that may directly impact the success of the motivation factor.

Establishing clear roles within the goal's frame are also needed which would include defining the roles and responsibilities of all involved. It is very important to have a clear outline of what it to be achieved and who and how it is to be done.

Issues such as business needs, possible problems arising, benefits of swift completion, incentives for individual are just a few topics that should be discussed and agreed upon at the onset of the project.

A more detailed outline may include the following:

- Resources for each task should be well provided for
- Identifying the said resources
- Time estimation for each step completed within the exercise
- Estimating the cost of each individual segment that makes up the whole project.



# Chapter 3:

## *How To Get Dedicated*

---

### Synopsis

Being realistic and having realistic goals is probably the most telling element toward staying motivated through the duration of a project.

A lot of times individuals tend to set targets that are simply impossible to achieve, thus sabotaging themselves from the very beginning of the endeavor.

Some would even say this is a failsafe way of ensuring the failure rate though highly probable is not in any way a weakness because of its impossible element.



## **Get Serious**

Therefore staying dedicated is very important to the success of any endeavor. The following are some tips that can be considered when trying to ensure the dedication level does not waver in the face of trouble.

Embarking on a project that the individual has some expertise in is one of the key elements needed to see the said project to its end success.

Most people fair better in fields that they are familiar with rather than attempting something totally foreign to them. The frustration levels are likely to be more tolerable rather than a deterrent if the individual is familiar with various aspects the project entails.

Staying focused on the end goal is always a good idea. This helps the individual mentally and physically prepare daily for the tasks at hand. Tools such as posters, charts, pictures and other graphics can be strategically placed to constantly remind the individual of the desired goal.

Before deciding to take on a project, the individual needs to be able to commit and stay committed to it. Thus ensuring there is both time and energy being specifically set aside to address the task on a daily basis is one way to map out the percentage of dedication needed.

This should be an uncompromising element as once this is allowed to be waived then the possibility of it becoming a habit could adversely affect the overall commitment to stay dedicated.



# Chapter 4:

## *The Power Of Conditioned Reflexes And Anchors*

---

### Synopsis

Conditioning the mind and body to stay motivated is vital to the success of any endeavor's success. The conditioning process stimulates and causes certain expected predictable reflexes and anchors which produces the desired effects that keep the motivational levels high and in check.

As a lot of behavioral patterns can be predicted to a certain degree these patterns should be factored in when project is first put in place.



## **Power**

Using anchoring techniques to keep the motivational level high and consistent is not only easy but advisable. As the merits of anchoring predominantly lies in its repetitive design, the individual would find little difficulty in sticking to a particular task or process as it becomes more familiar and easier.

Due to this element of easiness it may even effectively motivate the individual to push himself or herself to higher and more clearly achievable levels.

This in itself is another byproduct which is positive as an added motivational tool. Thus by associating the various factions within the exercise to cause the individual to eventually find each step less demanding of both time and effort the element of motivation is maintained.

Using the elements of conditioned reflexes and anchoring can contribute to a lot of positive and consistent characteristics such as a better focused mindset.

This level of focused awareness within a project is beneficial in ensuring the better management of any undue problems arising, and should they do the individual is better equipped to handle them.

Being able to have the connective angles also helps to keep the motivation, to continue to enrich the drive towards the reaching the goal.

These connective and anchoring factors also can contribute to other connective experiences that could be beneficial and enriching to the current endeavor at hand.



# Chapter 5:

## *Tips For Positive Thoughts*

---

### Synopsis

One of the keys to being able to maintain the motivation levels for any project is found in the ability to stay positive no matter what the circumstances are.

Having a positive mindset is not only an asset to any endeavor but also to the individual as people generally like being around positive minded people.



## **Being Positive**

There are several ways to learn how to stay within a positive mindset always. Below are just some simple recommendations anyone can follow to have positive thoughts:

- Perhaps the first recommendation would be to start with the focus of the mind at any given time. Training the mind to only recognize the positive elements in any situation or circumstance is one good habit to follow.

This is because the perception formed in the mind generally dictates the rest of the individual's response. Therefore if the mind is able to process information in a positive manner then there is a better chance of facing any potential problems successfully.

- Being in the company of other positive minded people also helps to ensure the cultivation of the individual's own positive mindset. Keeping negative people from being a permanent fixture within one's everyday activities would be a step in the right direction.

- Another interesting way of staying positive is to surround one's self with positive posters, quotes, audio and visual media exposure and maybe even trying to commit to memory some helpful and positive abstracts or statements.

- Proven scientific research has shown that regular exercise can also help regulate the chemical balance in the human body and thus create the positive energy that is needed to keep a positive mindset.

Thus following a regular exercise routine would be a definite advantage. Meditating and yoga may also help to achieve the same positive mindset as it is predominantly geared towards this end.



# Chapter 6:

## *Keep Track Of Your Achievements*

---

### Synopsis

One of the most interesting contributing factors to maintaining the high positive motivation levels always is to be able to physically see and acknowledge the progress and achievements made. This may perhaps be the best motivating factor of all because the satisfaction gained from a successfully completed project has no bounds.



## **Keep Track**

Thus being able to keep track of one's achievements is very important and here are popular ways that are commonly used for this purpose.

At the beginning of most well thought of projects, there is usually a good and reliable strategic marketing plan in place. This usually works as a check and balance formula to ensure everything stays on track.

When the project is successfully completed it would be prudent to draw up a summary of sorts covering the details of the major aspects of the project and its contributions to the final outcome, making sure to quantify as many aspects as possible.

Compiling a folder of positive acknowledgements for the job well done is also another way to be able to track achievements. This of course is not only valuable to the future endeavors of the individual but also serves as a motivating factor.

Serving as both testimonials and references, these acknowledgements can also be used to build up an impressive portfolio for the individual from the expertise angle.

Participating in as many high profile external activities, company boards, internal committees, representations and other platforms

that create the necessary experience and exposure is also recommended. After which keeping a well documented and monitored chart of the said activities to be used as a tracking element is also helpful in encouraging the individual to keep a positive mindset.

These achievements tracking helps to further project the extensive capabilities of the individual with the intention of creating an impressive portfolio.



# Wrapping Up

Practice focusing on the bright side of things when you begin to feel negative thoughts interfering with your life.

Instead of busting a gut trying to handle several tasks at once, do the most important task first, and then work toward finishing the next task.

It is difficult to multi-task, so try to handle your tasks in blocks. Finish one project and then the next to lighten the load.

Relieve some stress by learning meditation skills which will help you stay motivated too.

