

"T" is for

# TIME TEAM TRANSFORMATION

*"I have so much to do, and I just don't have for one more thing!"*

Sound familiar?

We live in a busy, busy world, and unless we learn how to manage our time, we will never be able to do all the things we want to do, and do them with ease and grace.

*Having a few Time Management Tricks up our sleeve can really help with overwhelm, too!*

Here are some TIME Management TRICKS to consider:

**Schedule & Calendar in 90-day Blocks**

**Use both printed calendars and digital calendars**

**Set S.M.A.R.T.E.R. Goals**

**Say YES to Saying NO - Set Boundaries**

**Take "Me" Breaks**

**Create Good Habits**

**Have Systems in Place**

**S.O.P.s**

**Automate**

**Track Your Time**

**Check-In Often**

**Know Your Productivity Style**

**Set Deadlines and Be Accountable**

**CoCreate/Hire Help**



# Team



*"The whole is greater than the sum of its parts." ~ Aristotle*

*"Alone we can do so little, together we can do so much."  
~Helen Keller*

*"Unity is strength. . . when there is teamwork and collaboration, wonderful things can be achieved."  
~Mattie Stepanek*

*"It takes a village to raise a child." ~ African Proverb*

## *Success Transformation: Go From Me to WE* Teaming. . . Collaboration . . . CoCreation!

When you think about all the successes you've experienced throughout your lifetime, you will see that you rarely, if ever, achieved success completely on your own. We experience the greatest success when we create a team of supporters and collaborators who fill the gaps for the things we, ourselves, may lack, and when other team members benefit from the valuable gifts we have.

Our team members must be aligned in core values, vision, and mission, always working toward the success of the WHOLE. Each team member gets what they need from giving to the collaborative experience. Sometimes the gives and gets are intrinsic, sometimes they are external, and all contribute to your **Success Transformation** and the

**Win-Win-Win!**



# IN THE CHANNELS I'LL EXPLORE IN THE NEXT 90 DAYS

WHAT I WANT TO COMMUNICATE:

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WHO CAN HELP ME:

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MY BUDGET (TIME & MONEY):

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THE RESULTS I WANT TO SEE:

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THE R.O.I.:

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"S"

STORY

is for

SYSTEMS/STRATEGY

SUCCESS!



If we want to have our messages heard and remembered, the best way is to appeal to our audience's curiosity, emotions, and imagination—and the best way to do that is through Storytelling. Story isn't just spoken or written word. Story is also expressed through the Arts and all creative expression. See if you can weave Story into your Creative Endeavor.

***"Stories are a communal currency of humanity." ~Tahir Shah, in Arabian Nights***

***"Great stories happen to those who can tell them."~Ira Glas***

***"The engineers of the future will be poets." ~Terence McKenna***

***"The human species thinks in metaphors and learns through stories."***

***~Mary Catherine Bateson***

***"Sometimes reality is too complex. Stories give it form." ~Jean Luc Godard***

***"Storytelling reveals meaning without committing the error of defining it." ~Hannah Arendt***

***"The stories we tell literally make the world. If you want to change the world, you need to change your story." --Michael Margolis***

***"Those who tell the stories rule the world." ~Hopi American Indian proverb***

***"There is no greater agony than bearing an untold story inside you."~Maya Angelou***

***"There's always room for a story that can transport people to another place." ~J.K. Rowling***

***"Storytelling is the most powerful way to put ideas into the world today." ~Robert McKee***

***"STORY connects us to our humanity. The Humanities and Arts communicate those Stories; the result is cultural transformation." ~The A-Place-To-Call-Home Project***





# Systems get rid of Overwhelm

## System + System + System = Strategy

Do you ever feel like you have a million things going on in your day-to-day life, and adding just one more will put you over the edge?

Do you long for an antidote to overwhelm?

**Systems Thinking** and combining systems into a **strategy** are the best antidote to overwhelm, and there are FUN ways for Creatives like you to do this, too!

If you think about it, there are high-functioning systems everywhere you look. The human body is a great example of multiple systems working together. Each individual complex system interacts and impacts the other systems, and the amazing results are human LIFE!

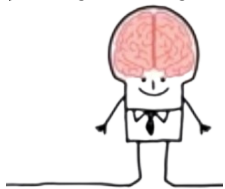
**Systems Thinking** is a mindset to cultivate. You already use **Systems Thinking** when you put together a jigsaw puzzle. All of the pieces come in a box and you know that each piece will fit perfectly with the ones next to it.

Where do you start? Do you have a system and a strategy for putting the puzzle together? Do you start at the corners or with pieces of all one color? Do you refer to the picture on the box to get oriented toward where the pieces go, and which pieces will fit with others?

Putting together puzzles is a GAME, and there are **System Thinking** games that will help you get clarity, focus, and direction. Once you begin thinking systemically and start implementing other systems, you are on your way to having a **Strategy** that leads to

**Transformational Success!**

*Here are some Systems Thinking resources to explore:*



[Mastermind In The Brilliant Zone™~Think On Purpose](#)

[Energizing Fresh Thinking with The Whether System™](#)



[Up Spiral: Innovative Thinking, Strategy Structuring, Action Accountability, Group Mentorship, Mindset Conditioning](#)

# MY STORIES, SYSTEMS, STRATEGIES

- 1 .....
- 2 .....
- 3 .....

**Story ideas to support my Purpose Statement and Mantra:**

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**Systems I need to implement:**

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**Strategies to get RESULTS:**

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