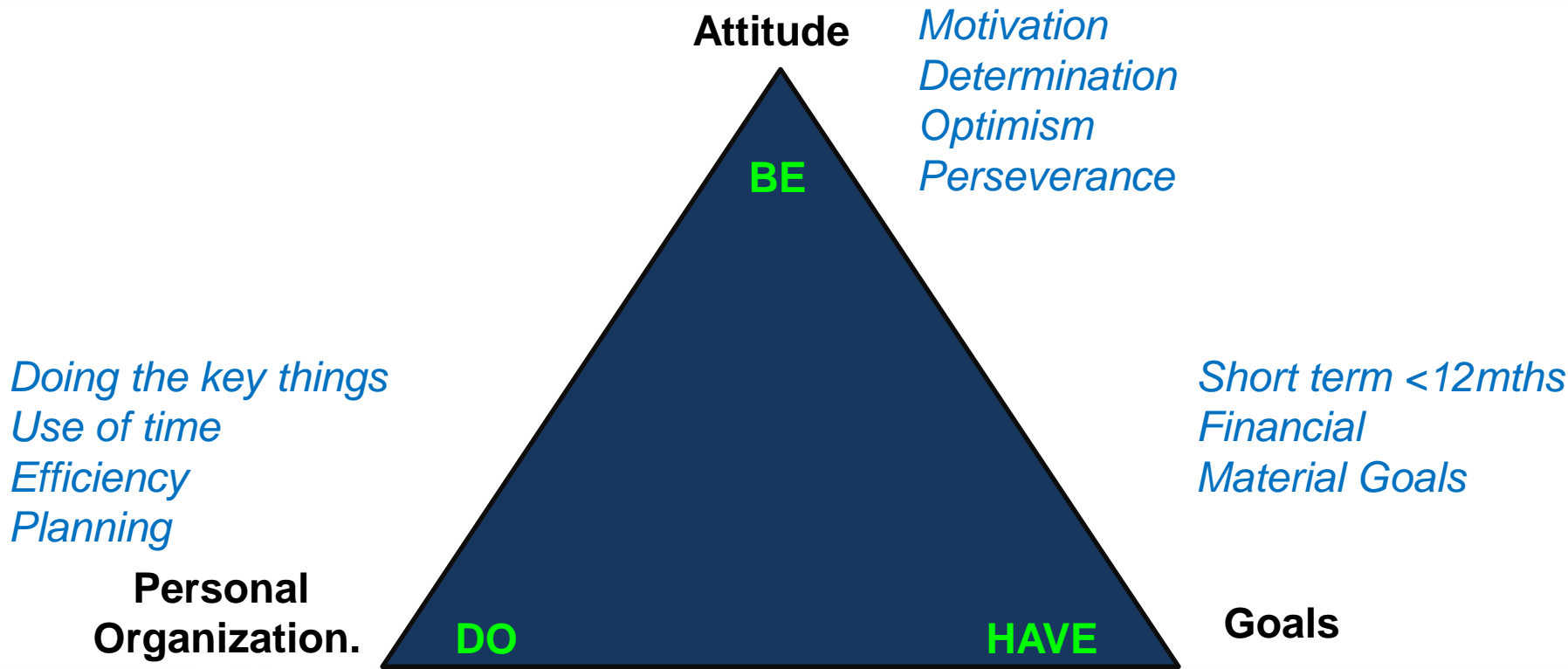




Get in the GO Zone



What you do that
does not need
to be done

Still need to be done,
But are not crucial to your success.

**Most
important things..**







The Go Zone

- The Go Zone maximises the productive hours we have each day.
- The Go Zone eliminates distractions, errors and repeats. The Go Zone makes sure that we get it done. Time based – to do the hard things.
- The Go Zone incorporates the idea of our own 'Ideal Performance State', where we are physically and mentally prepared to achieve a state of peak performance.
- Slow Zone and No Zone are as equally important.



and I need to feel free
something happening to me
I think you can
I think you can
something **focus**
I need to feel free
I cant live my life
to understand what
I need to feel free
YOU ONLY



Get in the GO Zone



- Clear desk
- Prioritised 'to do' list
- Non negotiable target that is within your control.
- Repeated habit 4 or 5 days each week
- **1- 2 hour time frame....**Go until the buzzer/timer rings.
- No distractions..No excuses.





Slow Zone

1. Answer emails, complete orders, fill in forms.
2. Plan next Go Zone, organise correct numbers..other routine work.
3. Productive but non stressful..no big decisions are made here.





No Zone



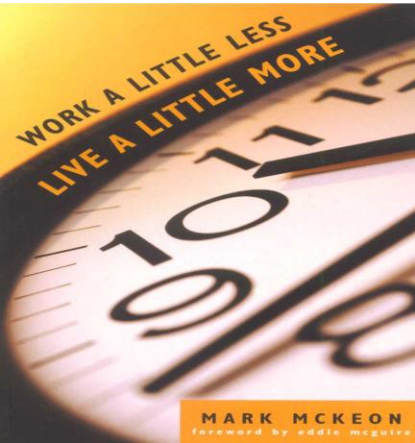
1. Get out of your office. Switch off your phone.
2. No work, no thinking about work!.
3. Refresh, recover and do something for YOU!



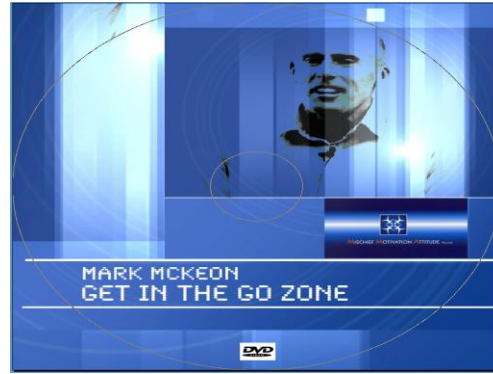
Never underestimate
the impact you have
on other
people



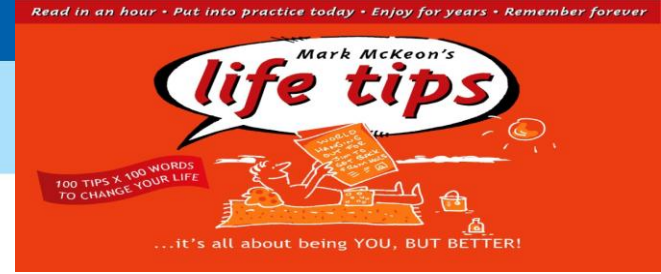
Time Creation Audio CD



Time
BASIC
Change
and Leadership



GO ZONE DVD



Life Wellbeing Motivation

Exercise
Nutrition
Stress

