

Producing Results

Gene Warr

I. Introduction.

A. We want to get the right results out of life, but there are hindrances.

II. We need to stop procrastinating. Get things done right away.

III. Write down what you want to accomplish and evaluate what is most important for power planning.

IV. Concentrate on the job at hand and move on when you are finished.

V. Eliminate non-constructive daydreaming.

VI. Organization of time produces results.

VII. Do not restrain your powers for a better day.

VIII. Forget the word problem.

IX. Handle problems one at a time.

A. Write it down and define it.

B. Analyze it.

C. Identify the best solution and application.

D. Ask who it helps and hurts.

E. Ask if you are willing to pay the price.

F. Ask if you can live with the consequences.

G. Make your decision your own.

H. Stick to your decision.

I. Put your decision into action.

X. Learn to invest your time and manage it effectively.

XI. The only difference between a genius and another is the desire to learn.

XII. Maintain the right mental attitude.

XIII. Self-discipline is a require for success.

Application questions:

1. What are some ways you can increase your productivity?

2. What principle in decision making did you find most helpful? Why?

3. How would you encourage others to maintain the right mental attitude for productivity? Explain.
