

THE EXTRA POINT

BY JERRY ROBERTS



518 Small Tweaks Can Help the Morning Routine

In the last few years there has been a big push to develop a powerful morning routine. That would get our day off to its productive best. I'm Jerry Roberts and today, we'll look at some new information we might want to factor into our plan. That's next on The Extra Point.

Get up early, and from the moment our eyes open up, we're in checking off steps on our morning routine. Wake at 5:00 a.m. (though sometimes I'm up earlier), pray, exercise (I swear I'll get back to it), get the kid up, "Good morning", shower with cold water, shave head and/or face, get the kid up, "Come on, let's go," dress, get the kid up, "This is the third time, get out of bed!," eat, out the door for the school run, to the radio station for The Extra Point, back home, spend a few minutes with wife as she starts her day, check the schedule and get moving on whatever I have that's important. There it is, Monday through Friday.

Well, it works, but could it be better? Maybe getting up earlier than 5:00, maybe 4:30 or 4:00? Maybe, but there seems to be some pushback on the whole "earlier is better" mindset. Why would that be?

One reason is the issue of adequate sleep, which is a key to fueling any routine. If we want seven hours every night and want to get up earlier, do the math. a wakeup time of 4:00 a.m. would mean a bed time of 9:00 p.m. A lot of people — especially in the younger age groups — don't want that.

1. They want to prep for the morning the night before, including deciding what to wear and laying out everything needed for the next day.
2. Make breakfast and maybe lunch and have them ready in the refrigerator.
3. Make sure that all paperwork and materials required for the coming day are in a folder, and in your bag. No last-minute hunting needed.

4. Take five minutes to plan out the next day. What are the three key things you'll go after tomorrow, and in which order?

As I began looking over the list of things that were being suggested, I thought about the advice we've given about how to make afternoons more productive. One thing we offered was the ability to get off to a fast start after lunch, by ending our work before lunch in the middle of a job. That gives us an easy place to pick up again. Why not do the same to start the day? As a result...

4. Set up a "jumping in" point for your first important work task of the new day. Maybe that's setting up a needed document the night before and having it open and waiting. That will eliminate any indecision on where to get started.

5. Build up your endurance for what is known as "deep work." This is a term made popular by author Cal Newport, and it refers to our best and most important work, our most profitable effort. Start with 30 minutes and work up to an hour. Then try for two hours.

6. At the end of the day when you're ready to stop working, take five minutes to plan out the next day. What are the three key things you'll go after tomorrow, and in which order?

Using a little bit of the night before can make the day to come more productive. Give it a try and see what you think.

That's The Extra Point. Get out there and make something good happen today. For 93.3 and the Ray Gibson Show, I'm Jerry Roberts.

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