



7

steps to

*improve your
goal achievement*



The Emotion Encyclopedia - Vol. 4 (Extract)
7 steps to improve your goal achievement

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What's in this book for me?

This book has been written with the intention to provide you with the information you need to improve your skills so you that you can properly intervene and work on yourself in order to determine what your goals really are and what you want to achieve.

First of all, I would like to congratulate you for purchasing this book. It is clear, from your act, that you want to discover and apply new techniques to improve your skills and abilities for achieving your own success.

I promise you that in this book you will find what you need for achieving the results that will transform you and the life of those who are near you.

In today's judgment-based world, it is easy to cede to external pressure, so not to get better both personally and professionally.

If you don't have clear in your mind the priorities you will fall into the mistake of running behind the commitments without doing anything really positive.

Losing sight of the things you really want to do in life is extremely easy, that's because in this era there are so many causes of distractions as never existed before.

What has greatly contributed, to the dissemination of so much commercial information and not, is the myriad of communication experts who were born since the technological era took hold. In contrast, this book is meant to be considered as a source of suggestions to mainly focus your mind on doing something which helps you getting closer to your goals.

Just as discipline, in performing pre-set actions and good emotional control, cannot be destroyed in just a single day it cannot even be built in a single day too, but what can happen in a day, is to activate the personal development or the destruction process of oneself.

The book deals with communication techniques especially with yourself and the quality of the time you are devoting to planning your activities. They are communication systems that work on your conscious and subconscious level.

It's a self-coaching system, you can use it to teach and affect yourself as a person in a rational and emotional way.

From this moment onward you will have full control over your life without letting others run it for you in any way. So today by following these seven systems or steps you can create and achieve your well-deserved goal.

Everything you have done so far has served to make you become the person you are now, with this book you will find out how you can get to higher standards both personally and professionally.

My intention at the end of these seven chapters is for you to have a plan of steps to follow which will enormously help you to create your own schedule. The book will show you how to get the confidence you need to become an effective expert in managing your goals.

The fact that you are here to read this book is a tangible proof that you want to become expert in defining what goals are, no matter if they are personal growth, as a parent, as a partner or at your working place.

Successful entrepreneurs, leaders and managers are already using these seven steps as a tool for achieving goals.

The excellent results they are getting are well visible to everyone.

The great corporate names were born and exist thanks to the application of the principles discussed in this book.

As an introduction to the subject I've briefly listed the main points and some secondary ones to arouse interest in the exposed material.

Here is what you will get by applying the seven steps in your life.



What you will get by applying the seven steps in your life

1) Successfully achieve your goals

- √ You will be able to understand what you really want and what you want to eliminate.
- √ Things will not happen by coincidence, but you will be the creator of your own personality and circumstances.
- √ You will have clear in your mind the techniques you need to use to transform your life.
- √ You'll become the person that reconstructs your own personality and ultimately creates his own circumstances.
- √ You will be influential because you are going to put down in writing a well-weighted list of where you want to go.
- √ Step by step your life will take the form you want it to take.

2) *Identify your priorities*

- √ You will be able to choose what matters to you by giving due attention to short and long-term goals.
- √ You will decide what your priorities are.
- √ Start by determining in a well-balanced way how to draw up a detailed list of what will make you a successful person.
- √ You will set one step at a time on what you need to do to implement your new lifestyle.
- √ You will pay attention to future goals you want to accomplish after reaching the results you wanted.

3) *Be at the center of your goals*

- √ You will be the designer and builder of your own aspirations.
- √ You will easily find the fields on which you want to give due attention.
- √ You will use a system that will help you set goals that really meet your real needs.
- √ You will take charge of your qualities and habits.
- √ You will work on your outside environment from within your personality.

- √ You will improve your circumstances because you will improve yourself first.
- √ You will learn to use others' needs as an opportunity for personal growth.
- √ You will look at your individual progress as a means of improving the relationship you have with yourself and with the person which is important to you.

4) The S.M.A.R.T system to get what you want

- √ With S.M.A.R.T. you will be able to do things to meet your expectations.
- √ You can better focus your attention on the actions you have to undertake to achieve your goals.
- √ You will no longer be the result of coincidences or the work of others.
- √ What you will do is exactly what you have decided to do for your good and for those close to you.
- √ You won't react impulsively to circumstances, but you will be able to answer back based on what is best for you.

5) *Your subconscious and the A.I.R. method to reach your goals*

- √ Discover how to describe problems and compose questions.
- √ After writing the question let it incubate.
- √ Write responses or solutions to the problem you have placed.
- √ Repeat A.I.R. whenever you need to solve a problem.
- √ You are imposing your limits.

6) *Why acquiring a different way of speaking?*

- √ The language we use when we talk to ourselves and to people is of great importance for achieving satisfactory results.
- √ By choosing the right phrases you will be able to predict how you will accomplish the mission you have set for yourself.
- √ You will be pleasantly surprised to see how this simple strategy - changing things you say to yourself - will cause you to improve your life in all respects.
- √ You will experience more joy and more satisfaction by repeating more and more phrases that inspire joy and satisfaction.
- √ Synchronize your life with what you really want it to be.

7) ***The 100 Most Powerful Affirmations for reaching your goals***

- √ You can choose from these statements the ones which more specifically will fit your aspirations and desires.
- √ You can choose from among the 100 statements that you believe will help you reach your short and long term goals.
- √ You can gradually eliminate those phrases that instead of spurring you to grow personally, they cause you to feel angry and frustrated... no more “different-ly coloured” phrases.

***“ ...from today you can take
the road that leads you
to the realization
of your goals ”***



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***Thanks to the content of this book,
you will be able to:***

- Choose in a conscious and well-thought-out way the desires and dreams you want to achieve in life.
- Identify your short and long-term goals to establish a gradual action plan.
- Identify yourself as the person to work on primarily to transform your existence for the better.
- Use the S.M.A.R.T system correctly to remember what you want to achieve in life and how you intend to do it.
- Finally, be the creator and protagonist of your destiny.
- Consciously establish how to intervene on the reasons that have hindered the realization of your plans and desires.
- Do not allow anyone or anything to change your goals and the strategies you have chosen to use unless with your well-considered consent.
- Consciously influence your subconscious through the use of targeted questions as well as specific and detailed answers.

Self Emotional Control

- Improve the choice of words and phrases you say to yourself or the people you have interpersonal relationships with.
- Predict the result you will get by choosing a huge range of phrases to use in your everyday language.



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