



THE
LIFE COACH
SCHOOL
PODCAST

APRIL 2024

Podcast Guide: Time

BROOKE CASTILLO
MASTER COACH INSTRUCTOR



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PODCAST #159

Time Management: Making Time

These are the main things that CREATE time.

In Summary:

Make decisions strongly.

Take massive action (results producing).

Plan.

Honor your plan.

Constrain.

Fail.

Say no.

Other tips, ideas, and practices on time

Delegation

Think about the value of your time and what you're good at. You have the unique ability to do something that is the most valuable to your life. The more time you can spend on your unique ability, the more time you will have and the more money you will make. Delegate to others the things that are in THEIR unique ability.

Completion

So much of our lives is spent in inaction — not starting things and quitting before we finish. This is a complete time suck. Finishing things creates momentum and buys us more time with that energy.

Busyness (mental laziness and lack of planning)

Being busy is always optional. Define that word for yourself and then don't use it in your vocabulary. You can choose how to look at the items you are currently doing. The truth is, you can only do one thing at a time. Busyness is a mental construct revealing how much you are THINKING, not how much you are DOING.

4. How often do you say you are busy? What do you make busy mean, and what might it be like to eliminate that word as an option?

5. Do you have any incompletes in your life right now? Make a list of them below and what it might take to complete them. How much momentum would that create?

6. Are you taking massive action? Why or why not?

7. If you had to constrain and pick one area to take massive action, what area would that be, and what would that massive action be?

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8. How often do you plan, and when you do plan, do you honor your plan? Why or why not? How can you increase your competence in this area?

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9. Do you need to say "no" more often? If you could say "no" more often, who would you say it to, and why? Why aren't you doing it now?

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PODCAST #160

Lessons Learned from Steve Chandler

Steve is a coach who has written a ridiculous number of books. I first found him in his book...

"THE PROSPEROUS COACH" by Steve Chandler and Rich Litvin.

"The coaching profession has a problem that is two-fold: there is a low bar for entry and a high bar for success."

"The Struggling coach has huge dreams that overwhelm them. The Pro coach has huge dreams, and takes tiny steps every day."

But all successful coaches realize that the service formula is true. When they are on their game and into the groove, their bank account reflects it. But only always.

A coach without a coach is like a doctor who won't see a doctor.

"TIME WARRIOR"

"When you say you fear death, you are really saying that you fear you have not lived your true life."

"When I write a book without a writing schedule, it is really a nightmare."

"Do you want to know who you are? Don't ask. Act!"

The more you procrastinate, the less energy you have.

If you desired to change the world, where would you start? With yourself, or others?

Serving is the opposite of pleasing.

"17 LIES THAT ARE HOLDING YOU BACK"

There's something wrong with me.

I can't because I'm afraid.

I worry because I care.

People really upset me.

Winning the lottery would solve everything.

That's just the way I am.

"Do it badly; do it slowly; do it fearfully; do it any way you have to, but do it."

"Write down 10 things you would do in your life if you had absolutely no fear. Then pick one of them and do it."

"Help me to believe the truth about myself, no matter how beautiful it may be."

"Some people use language to describe the lives they lead, and other people use language to create the lives they lead."

"Worry is not true thought. Worry is a misuse of the imagination."

4. Do you do little things or big things in your daily life?

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5. How do you live? Why?

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6. What bad things are you trying to prevent from happening to you?

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7. What is your comfort zone?

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8. When was the last time you failed? What did you learn?

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9. Are you fearful or brave? Why?

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PODCAST #161

Money Beliefs

There are actions that determine our results.

This means that our actions create our money.

Please read that again.

Your actions **CREATE** your money.

We don't usually think about creating money. We believe that money is either available or isn't, and then we complain or enjoy it.

Why is this?

Why don't we talk in the language of creating money?

We use words like "earn," "borrow," "find," and "make."

"Make" is a seemingly good word to use when it comes to money, but the way we define it is usually associated with earning.

How do those words FEEL when we use them in a sentence (thought)? That will determine what we DO, and what we do will determine how much money we have.

Handwriting practice lines consisting of multiple sets of horizontal dotted lines for writing.

EXERCISE

Let's start with a little awareness by thinking about the money we do have.
(Free write without mental editing.)

1. How much money do you have right now?

2. What is the reason you have this amount of money?

3. What are your feelings about how you attained this money?

When you look through the words above, what do you notice? Are your current thoughts likely to create you more money?

It's good to see why we have the amount we have.

Put one of the above thoughts in the model to demonstrate this:

C: Money

T: (insert the thought here)

F: (insert the feeling here)

A: (insert the action here)

R: (the amount of money you have now)

4. Do you notice yourself resisting the realization that of all the money available for you to create you CHOSE to create the amount you currently have? Do you tell yourself the story that it wasn't a choice, that you are doing the best you can? Or something else? Explain.

5. What are your thoughts on making more? List.

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6. Now step back and look at those thoughts, what do you notice?

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7. Are these thoughts you want to be having on purpose? What do you want your thoughts to be?

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This may be difficult for your brain because we are used to letting our default thoughts run.

Thoughts about money really matter, and you most likely need to change your thoughts to be the OPPOSITE of what you are currently thinking.

Money is easy.

It's easy to earn money.

I don't have to work harder to create more.

I love money.

I love having money to give.

Money solves many problems.

Rich people are wonderful.

Wealth is available to me.

There is plenty of money for everyone.

Action (not luck) creates money.

Struggle is not necessary to make money.

We are only limited by our minds.

I will prove it to you.

8. How much money will you realistically make this year? In your life? (Be radically honest.)

9. Why did you pick the number you did?

Changing that number is much easier than you might think. And thinking is the only thing that needs to change.

PODCAST #162

Time Management – Procrastination

Why do so many people spend so much time procrastinating?

“I don’t feel like it.”

As if our feelings aren’t something we are creating.

The more emotional responsibility we take, the less we procrastinate.

The clients and students I work with who procrastinate often call themselves “perfectionists.”

I often say that perfectionists are scared people.

It’s a vicious cycle.

Perfectionists are scared of being judged.

If you don't complete something, you won't be judged on it.

Delaying it temporarily prevents the judgment.

Delaying it supposedly gives us time to make it perfect.

When we have a deadline, we get to the point where the pressure of completion or incompleteness becomes more critical than the need to make it perfect. Incompletion is imperfection when there is an expectation from a boss, etc.

This is why people say they do better when they complete things in the last minute. They also have a reason as to why the product isn't perfect. This is one of the worst parts of being a perfectionist. Most of the harsh judgment comes from within.

So, what is the solution?

You will often hear me talk about doing B- work. Complete is better than nothing.

Many of my students are plagued by the need to do A+ work, and when there is no demand for finishing and no consequence for not starting, procrastination often leads to incompleteness.

One of my teachers, Dan Sullivan, taught me that you can focus on getting the first 80% of any project done as FAST AS POSSIBLE.

The faster you work, the less effort it actually takes to complete a project. What?

Asking yourself to work as fast as possible removes all options for distraction, delay, questioning, and time wasting. It also eliminates the option of perfectionism. You can't work as fast as possible and have the luxury of making something perfect.

Many think that working fast is stressful, but when you try it, you will realize that working fast doesn't leave room for stress. It requires a steady and relaxed focus that keeps you moving.

When people say they perform better when they procrastinate, it is because they are forced to work fast, and they only have the option of B- work.

What I'm suggesting is that you do this ahead of time. Create a short time frame and insist that you work within it to get your work done to B- level AHEAD OF SCHEDULE.

This increases momentum, capability, and confidence. It's the same exact amount of work and time, but the result is very different. The feeling fueling it is everything. Notice your thoughts.

When you procrastinate, you spend the first half of your time THINKING ABOUT DOING SOMETHING AND THINKING ABOUT HOW YOU AREN'T DOING IT. This causes stress.

When you do the work under pressure on purpose, you skip that whole part and still get the work done.

EXERCISE

1. How does procrastination show up in your life?

Think about the last time you procrastinated and answer the following questions.

2. Why did you procrastinate? Can you identify how you were thinking and feeling?

3. What was the benefit of procrastinating?

4. What was the problem of procrastinating?

5. Do you notice any perfectionism tendencies that lead to your procrastination? Explain.

6. How might the work have been done faster and easier without procrastination?

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