



The purpose of this document is to provide you with a complete and unequivocal guide to success.

## Principles

1. You have an obligation to yourself and to the world to achieve your goals and exact your values.
2. You have an obligation to give nothing short of 100% on every task you perform.
3. You have a limited amount of time, and can therefore do limited things.
4. Setting up an end-time for a task is by definition unoptimal – if you can't make it, then you waste time feeling guilty, and if you can make it, you waste time because you "have time."
5. There is an optimal methodology for organizing actions toward various goals such as to minimize negative effects of boredom, tire, anxiety, and overconfidence.
6. Based on 3, 4, and 5, it's important to set achievable goals, yet have enough of them and enough variety such that time-wasting can be avoided. The system for this is as follows:
  - a. For each *day*, and the next two, have a list of actions that satisfy the following template:
    - i. 1 primary task
    - ii. 2 secondary tasks
    - iii. 3+ tertiary tasks
    - iv. Relevant down-time tasks
    - v. Relevant break-time tasks
  - b. For each *week*, have a list of goals that satisfy the following template:
    - i. 1 primary goal
    - ii. 2 secondary goals
    - iii. 3+ tertiary goals
  - c. For each *month*, your preparation tasks are slightly more extensive.

- i. You need to think about where you are in pursuit of your goals, and where you need to be.

Make some notes about this, and retain the analysis in your memory as well.

- ii. Next, you must orchestrate a plan for accomplishing what you need to during the month. This plan must at least consist of, in its barebone form:

1. The sequence of actions that will lead to the accomplishment of each goal
2. The possible impediments to achieving that goal, and solutions to them
3. Analysis of the state of all areas of one's life, their intended directions, and key perspectives and events to be aware of in the coming weeks.
4. An honest evaluation of one's goals and the efficacy of this system.

d. After each *task*, evaluate what you've accomplished, what's going on around you, and what you need to do next

7. The criteria for deciding what to do next are simple:

- a. You do the most important task that you have the capacity to do, unless there is another that would yield better results at that time.

8. It's important to plan to be able to carry out the tasks that you should be doing at any given time, so think in advance, and be prepared with whatever materials you may need.

9. You must keep track of what your monthly, weekly, and daily goals are. Furthermore, you must be able to adjust them as needed. Therefore, keep a clear, concise log of what they are in a digital document.

Crushing one's old habits and becoming the best person possible is not easy. In many ways, it will be like going through drug withdrawal, and in others it will be in credibly scary and negative. Yet, it's important to realize that it is impossible for you to live an authentic life, and therefore be happy, without doing exactly this. The positives will start to roll in as time goes by, however, and as you exert more effort and become more adept as a person.

You can do all of this. You will be so happy when you do. It is the only real way forward. Delaying this is wasting your time and destroying yourself.

