

# HARNESS MOMENTUM AND MOTIVATION

Harness your motivation and reach your goals by taking the following steps.

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## Step 1

### STOP OVERANALYZING

**Stop overanalyzing your project or task and simply start it.** Having a plan can be beneficial, but planning can be a time-trap. If you need to spend time planning, give yourself a time limit and stick to it. Start the task or project as quickly as possible to harness momentum and motivation.

*What task or project will you focus on to completion?*

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## Step 2

### STAY WITH IT

With many tasks and projects, you will likely reach a moment when you just want to stop. The more often you give into the impulse to stop, the easier it becomes to lose motivation and momentum. **Set the intention to stay with your task or project until it is 100% complete.** Tell someone else about your intention so that you have a sense of external accountability. Make an agreement to check in with your accountability partner as soon as you have finished the task or project.

*Who will be your accountability partner?*

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## Step 3

### STOP COMPLETELY

**Once you've completed your goal, take a break.** Reward yourself. The idea here is to recharge and you can't do that unless you give yourself permission to completely stop. Don't forget to check in with your accountability partner.

*How will you reward yourself for completing your task or project?*

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