

# Get More Done

## 10 Point Checklist

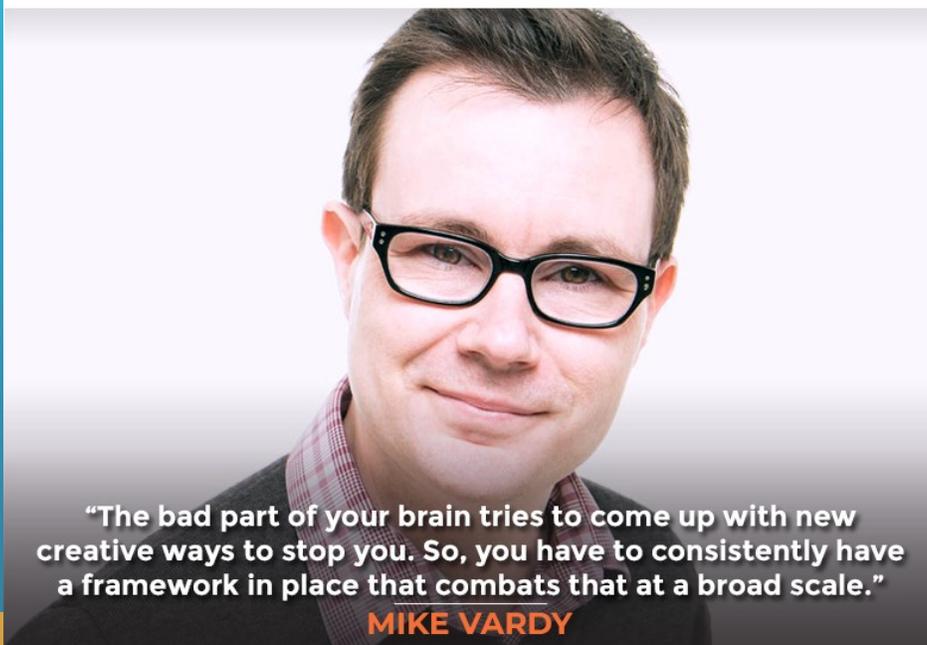
### Mike Vardy

Want to gain as much knowledge as possible out of Marketing Speak? Read on below for a **10 point checklist** that gives the next, real steps you can take to elevate your marketing to the next level.



## Marketing Speak

HOSTED BY **STEPHAN SPENCER**



**“The bad part of your brain tries to come up with new creative ways to stop you. So, you have to consistently have a framework in place that combats that at a broad scale.”**

**MIKE VARDY**

# 10 STEPS YOU CAN TAKE TODAY

**Want to step up your marketing game?**

**Here are 10 steps that can move you closer to your goals – today.**

- Don't be a slave to email – designate certain hours of the day, or even certain days a week, to handling your inbox.
- Create a filing system within your email, so everything gets out of the inbox and into a system that separates it into messages that require actions, messages that are for reading/informational, and archives.
- Work with your body, and find the time of day when you are the most creative. If you are a night owl, don't force yourself to be a morning person.
- Analyze your TV watching habits. Is there TV time you can cut and put to better use?
- Try keeping a daily journal to look back at your progress and keep a log for yourself when doing a weekly review.
- Want to cut a bad habit? Try shocking yourself with the Pavlok. Extreme, but highly effective.
- Theme your days to give your mind both parameters and permission to thrive and get into the flow.
- Figure out three absolutes for your day, so you live by your agenda, not other people's.
- Get Mike's super generous offer of a free theming guide for Get Yourself Optimized listeners at [productivityist.com](http://productivityist.com).
- Check out Mike's coaching – I love it and think many people have something to learn from it. All of his options are available at [productivityist.com/coaching](http://productivityist.com/coaching).