

Free Gift

5 Proven Steps to Success!



Thank you so much for downloading [Episode 001](#) of the eWorkSuccess podcast! This is pure excitement for me and I truly appreciate your support. I hope this Free Gift report inspires you to move forward with your dreams!

Here's to your success!, Chris Tain

1

Formulate Your Business Vision

So you're stuck in your cubicle for yet another shift at the office. It's like your own personal dungeon with four bleak walls and no sense of accomplishment or satisfaction. Well it's time to take action and snap out of it because this doesn't have to be your reality in life. Instead you can follow your dreams and start to create the ultimate business vision and get out there as an entrepreneur. It's time to forget about the past and take control of your future. *As the saying goes – vision without action is just a daydream.* So are you a daydreamer or are you ready to take action?

The Walls are Closing In

Each day you head off to work, you arrive and head straight to your cubicle to start yet another day in the office. If you're starting to feel like the walls are closing in, and that cubicle life isn't for you, it may be time to start thinking about the alternatives. When it comes to a rewarding work life it's hard to beat the feeling you can get from starting and running your own successful business. Millions of workers are looking to essentially kiss the cubicle or office life goodbye forever.

Gallup poll: 71 Percent of U.S. Workers are Disengaged

Granted not everyone is entrepreneurial material but it seems there are a large amount of want-preneurs out there that are just holding back for one reason or another. Maybe it's time to stop holding on to those fears and issues that are holding you back, and instead become a cubicle escape artist.

Get in the Right Frame of Mind

Instead of worrying about how you're going to survive another day in your cubicle it's time to get into a whole other frame of mind. It's more than just your physical energy you need to put into your new start-up business you'll also be putting your emotions into it. With that said, ruling with emotions and making decisions based purely on emotions is never a wise idea in the business world, so keep your emotions in check. Sometimes it's hard for people to grasp the concept that all responsibility is now on them. If you're the entrepreneur you're the one coming up with the ideas, calling the shots, figuring out the finances, finding the clients, and making the business succeed. While that may seem scary at first the fact is that for many people it ends up being quite rewarding.

Formulating your Business Vision

First things first, you need to formulate your business vision. That means coming up with an idea and then starting to do your research. Look into competitors in the same field, is the market saturated or is this an idea you'll be offering on your own? How do the competitors go about getting clients/customers? Do they seem successful in their business venture, if so why, and if they aren't why not? This is a great opportunity to learn from others so that you don't make the same kind of mistakes.

Next it's time to lay out your mission plan, the whole goal of your business. Once you have laid out the goal you can work backwards and create the steps needed in order to reach that goal. Asking for help during this step is crucial, as it will ensure that no steps are missed or performed in the wrong way. I recommend seeking an experienced business coach or mentor to review your ideas and help you get started.

Action Tip: Need help starting or growing your business? [Contact Chris](#) for a free 15 minute consultation. I have coached hundreds of entrepreneurs over a 12 year period. Get expert advice, take action and build your business today! AND PLEASE, don't invest your hard earned money in a franchise until you get my unbiased review.

This also means speaking to your financial adviser about capital requirements. Do you have the necessary funds to start and grow the business of your dreams? Check out what kind of small business loans are available, and look into any government programs you may be able to take advantage of. You may also want investors, which means it's time to go to them with all your plans. Be sure you're well prepared to answer their questions though, good chance they won't just be willing to sign away their money with no questions asked. Most American want-trepreneurs have seen the TV show [Shark Tank](#). This is an informative show to watch if you are considering a new product pitch to a venture capital firm.

Develop a Business Plan

There is a plethora of books and information about formulating a business plan. Here are some basic questions to consider:

- It is suggested your plan looks as far as three to five years into the future. Once you reach that point, you can draw up a revised business plan.
- Are you planning to have an online or brick and mortar business?
- How many locations do you want to have by the end point of your plan?
- Do you plan to hire employees or outsource work to virtual assistants along the way?
- What are your projected profits? (show the increase over time)
- What is your projected client base? (show the increase over time)
- What is your marketing plan?
- How do you expect to get paid for products or services?
- Provide analysis of: the customer base, competitors, the industry as a whole, and a company analysis.

Action Tip: Not sure where to start? [Startup University](#) is an extension of Start-up Savant that offers a virtual classroom. You can learn the essential business skills that would normally take thousands of hours sifting through business books. Obviously writing a business vision or plan isn't something you just do in a day, it takes time, research, and patience. Do the necessary homework, find a [trusted advisor](#) and reach for the stars, it's your key to escaping that cubicle!

2

Reprogram Your Mind For Success

Negative thoughts can be pretty consuming, and the problem with them is once they start to creep in it's really hard to put an end to them. As an entrepreneur these negative thoughts can really mess with your vision and ability to succeed. **Every belief and habit was formed through repetition in the subconscious mind, and we have the power to replace them with news ones the same way.**

It's important to learn to replace your negative self-talk with positive affirmations instead. A positive mindset is a process for most people, it doesn't just happen. You must be willing to open your mind and accept the fact that you have something special to offer the world. Here are some proven ways to reprogram your mind for success and start making your business goals and dreams a reality thanks to positive thinking.

These are techniques you can use at home or even when you've got those extra few minutes to spare at work. They will take practice but once you get the hang of it, it will become a habit to start thinking this way and then you'll see you are suddenly looking at things in a much more positive way.

Visualization

This is actually a good technique to use when it comes to your start-up business. If you've ever heard of a dream board, this is the same idea. It's about making a picture in your mind of how you want your business to look and perform. We aren't talking about the initial set-up, rather the end product. Visualize how your business will help customers, how big your customer base is, the pride of looking back on the success of your business, how big your brand is, etc. Dream big, because that's what visualization is all about.

By dreaming big you'll be thinking positive thoughts, and then putting out positive energy. We often get back what we project to others and how they see us throughout the day. For example, have you ever noticed how people smile more when they are having a good day? People are drawn to a genuine smile and react to what they see with positive comments and enthusiasm. This is positive energy and emotions at work which can lead to opportunities and success in your business and life. Visualization works as your subconscious mind starts to accept it as a reality. After this happens your actions start to change, as do your habits all to coincide with your positive visualization and how you project yourself to others.

Meditation

Meditation is all about self-awareness in that particular moment in time. You could say it's living in the moment if you will. Meditation is a practice that has been around since 5th BC and is a learned technique. **Through practice you can learn how to train your mind to rid it of outside interference, thoughts, worries, and stress.** This includes breathing exercises and reaching a state of "quiet" and "calmness". There are classes, tutorials, videos, and books that can take you through the steps and from there it's all about practice makes perfect.

Meditation can instantly help to calm you, which can be important before heading into that big meeting, or taking on a busy stressful day. Meditation techniques can be applied to your business and all aspects of your life.

Meditation can take as short or as long of time as you wish. You can perform it each morning, during your lunch break, before bed, whenever you like. By clearing your mind you'll be banishing any negativity and stress, which leaves your mind open to let the positive thoughts back in.

The road to success is dotted with all kinds of unexpected obstacles. Take the time to learn more and reprogram your mind for success, then you'll be able to handle these obstacles with ease.

3

Face Your Fears

It doesn't matter who you are or what your age is, you've got fears. They could be hidden fears that you don't talk about, or perhaps you're vocal with your fears. Fears are a crazy thing, they can completely alter how you act and perceive things, which can end up affecting you in a negative way. One place this is true is in the business world. If you've been dreaming about starting your own business, then you are probably facing a handful of fears that may have you frozen and unable to act upon your dreams.

Let's look at five top reasons facing your fears can end up leading you to huge success. Sitting back and just accepting your fears as reality will guarantee one thing, you won't ever have the pleasure of seeing the good that can come out of facing them. It's a matter of putting yourself in the mindset for success, which of course is easier said than done.

Where is the fear stemming from?

Before we talk about the benefits of facing your fears it's important to understand where our fears stem from. This can actually be a very useful step for entrepreneurs because as they start to delve into these fears, the facts will take over and often end up squashing the fear right there.

Common fears for those starting a new business include:

- Financial strain: Can you afford to start a business and keep it running?
- Experience questions: Do you have the experience and know-how required to start your own business
- Your client base: Do you have a client base, how hard/easy will it be to get customers
- Fears about competition: How many competitors do you have and are they going to cause serious problems?
- Can you follow through: Do have the energy and drive to keep up with the new business and make it succeed?
- Staffing issues: Will you need to employ staff and if so can you afford it?

Keep in mind that fear usually comes from an irrational place, emotions, or false information. None of these factors are ideal to use in making a decision. Fear is very rarely built upon factual information, so therefore what is there actually to fear?

You can benefit from facing fears

So now that we've determined where the fear stems from and what some of the common fears are, it's time to look at why it's so important and beneficial to face them.

1. You will never realize your dreams if you don't face your fears. This is the ultimate number one reason it's worth facing your fears. How can your goal of owning and operating your own successful business ever come true if you don't take the plunge and try? If you choose to let fear guide you, those dreams and goals are next to impossible to realize.
2. You will build your confidence. What's the very best way to build your confidence? It's by succeeding. Each time you succeed in something your confidence grows, and you feel motivated to keep reaching for that next goal. By facing your fear and then realizing success you will feel the strength you need in order to face that next fearful situation. You will be able to look back on this experience as a positive one.
3. You will learn how to dissect fears and get to the facts that much faster and smoother. Because fear is not often based on facts it's important to learn how to wade through the untrue aspects and get to the real root of things. The more you do it, the better and faster you'll get at it. You can learn to overcome fears.
4. It will force you to dream bigger. Let's just imagine you've had this big goal of starting your own business for years but have been too scared. Now you finally do it, and you've succeeded. What this teaches you is that you can dream bigger next time because you know you can achieve it. You must be willing to toss out negative self talk and trust in your ability to succeed.
5. Fear slows you down and makes you think things through. Fear can actually be a very helpful thing in some aspects. If you're feeling scared you're likely not going to act as quickly as you may otherwise do. You will think through your actions, lay out a plan, and address all your worries. There's a good chance that by doing that you're setting yourself up for success.

Live in the Mindset for Success

Living in the mindset for success is a powerful and rewarding thing to do. By having this mind-frame you will be able to stand up to those various fears, face them head on, and not only succeed in battling them but learn from them as well.

4

Develop Daily Success Habits

If you're just starting out as a solopreneur and you're wondering how you go about achieving success there are of course all kinds of answers, but we're going to look at five daily habits that you can incorporate into your routine that will help you reach the success you're looking for. Being a solopreneur can be tiring, stressful, and consuming so finding tips that can help you in with the process can make a big difference both in your business and personal life. The good news is, you can learn to form success habits through repetition and tracking your accomplishments.

We have all kinds of electronic devices to distract our attention these days. Try turning your devices off and actually writing down your top 3 goals in a journal each week. Make a list of short-term goals you want to achieve. This may involve a number of tasks as you work toward each goal. Focus on the end result by limiting your list to the top 3 goals you want to achieve. Make sure they are realistic short-term goals that can be completed within one week. This is a very important and simple process that can yield huge results through repetition. Keep a journal of your goals and think about them throughout each day. Each of your 3 goals should have a priority number from the highest to the lowest to help you focus.

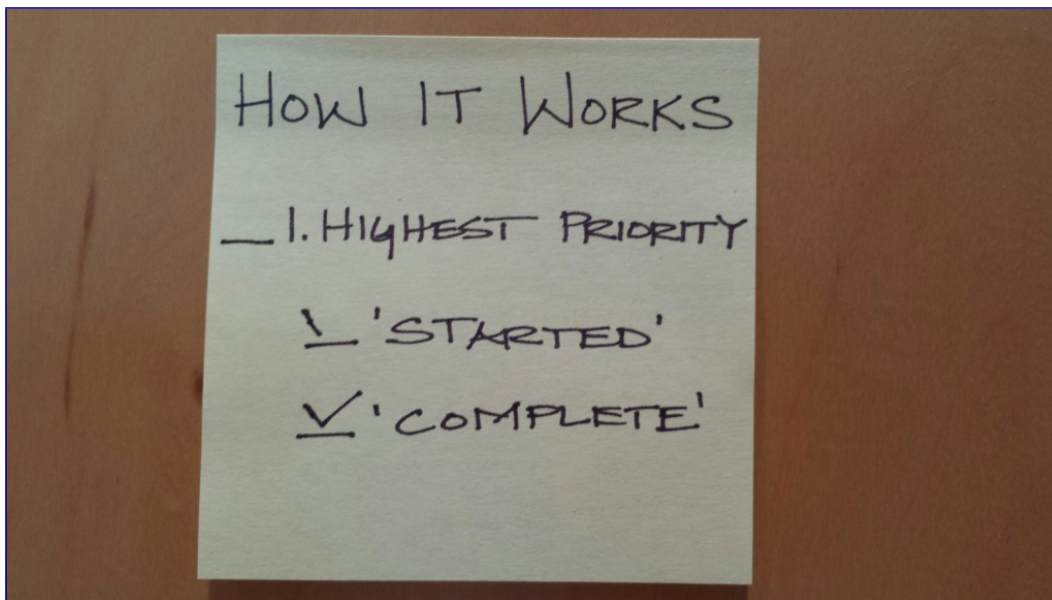
Action Tip: *Here is a simple strategy to help you work through your written list of goals and build confidence. Track your progress by creating a check mark in two stages to show your goal status as "started" or "complete".*

First, put a ___ (blank line) with a \ (back slash mark) on the blank line so it looks like this:

\ 1. Highest priority goal. The \ (back slash mark) shows that you have "**started**" working on your goal.

Next, draw a second line (forward slash mark) to complete the creation of a check mark on your list when you have "**completed**" your number **1. Highest priority goal**. Yes, you just created a basic check mark on paper to show the completion of your goal. This simple tracking process may seem trivial but it works! Repeat the same process for goal 2 and 3.

This is easy and effective if you actually draw the second half of the check mark line on paper when you finish each goal. Neuroscience studies of brain activity have shown that writing things down increases neuro-imaging and brain mapping which improves the pathways to learning new habits.



Keep it simple, track your daily progress and develop a sense of accomplishment as you complete each goal. I use this method each week and it really works if you stick to it. Be results oriented and think about your most important short-term goals throughout each day. After 1 month I went to a local coffee shop and started reading through my journal. Surprise, I did not accomplish every goal on my list. The good news is, I was AMAZED at what I did accomplish in just a few weeks! This simple tracking method was life changing and I highly recommend it if you like to see results on paper. Try it for at least 30-60 days!

Action Tip: *Visualize how satisfied you will feel after checking off each goal. This success habit can change your life by applying what you visualize to what you actually do.*

Narrowing Down Habits to 5

Now keep in mind there are a whole lot of habits you can add in your day, and some of the most successful ones could provide you with a massive list. These five are meant to be a good starting point, and once you get a firm grasp on them you can always start to add more. Let's take a closer look.

Daily Habit #1

What's one of the biggest reasons you became an solopreneur or entrepreneur? If your answer is to stay out of those endless meetings that really didn't seem to help anything, then you'll love this daily habit. With this tip you'll want to limit those daily meetings with your staff because the fact is that they aren't often all that productive. Instead you can spend your time chatting with a client, going over numbers, or even going through emails. If you find that a daily meeting is an absolute must, the pros suggest keeping the meeting to a limit of 15 minutes. Often this is more than enough time to go over any pressing matters.

Daily Habit #2

Set up a daily agenda and/or routine that you stick to. What this means is that it's important to plan out your schedule/agenda at least one day in advance. It helps you to figure out your upcoming day, it can reduce stress, it keeps everyone on the same page, and ensures that nothing falls through the cracks. This habit is meant for businesses of all sizes whether you have just started your business and you're it as far as employees go, or you've got a pretty substantial staff you are managing.

Daily Habit #3

Always be sure to check up on the progress of your business. This one often falls to the wayside, especially when your day is busy and you barely have time to think let alone take a few moments to look over numbers. Each day it's important to at least see how the cash flow is doing, how your goals are coming along, and the progress you are making. These will act as indicators so you know if you need to make changes in your business plan, your schedule, or any other aspect of the business. Chugging along blindly is certainly easier to do but in the long run this method won't pay off. How will you measure your success if you're never checking up on your progress?

Now with all this said you don't want this task to be overwhelming and too time consuming. Try to keep things organized and at-hand so you can always check the progress easily and quickly.

Daily Habit #4

Dedicate time to following up with people. This can mean phoning a customer, responding to emails, chatting with employees, whatever needs to be done. A block of time each day should be dedicated to this task. A good idea is to start your day with this habit and get off to a productive start right from the get go. By starting your day with this habit you also won't have a chance to forget about any pressing matters you wanted to follow up on. Also by doing this every day, you ensure that your emails and phone messages don't get out of control, and then end up being too intimidating to get through them all.

Daily Habit #5

Don't forget your own health. While you're busy worrying about all the business details, responding to customers, planning out your agenda, and sticking to the program your health can take a beating. This daily habit is on that doesn't take place in the office, rather it takes place at home. Make sure you're eating a healthy well-balanced diet, exercising regularly, and getting enough sleep each night. Another habit that successful entrepreneurs often make mention of is that it's important to find some sort of relaxation technique that works for you. This can be yoga, meditation, breathing exercises, and other relaxation techniques that take your mind off of work and force you to slow down and live in the moment.

A Winning Combination

By employing all five of these daily habits you're sure to have a winning combination on your hands that will help you reach your optimum level of success as an entrepreneur.

5

Choose To Live Instead Of Exist

Your current situation is not a reflection of your future. Choose to LIVE instead of Exist. Be thankful and happy for what you do have.

How many times have you heard the phrase “choose to live instead of exist”. Have you ever really stopped to think about what it means and how it applies to you and your life? It’s not just your personal life it’s also your business life. Just existing means you are often stagnant and just going with the flow, rather than taking initiative and making things happen. It’s as though you are surviving in a comatose type of state. Now if you decide you’re ready to start living, then that means you’re ready to start taking chances, setting goals, and really reaching for that next level. Sure it’s not going to be easy, and there are bound to be bumps along the way, but that’s part of living.

Remember, your current situation is not a reflection of your future, that’s up to you to decide. There are a number of proven motivational techniques a person can try, sometimes one works like a charm, while in other instances it’s a combination of techniques that seems to do the trick. It’s up to you to do a little experimenting, and before long you’ll start realizing you’re busy living rather than just existing. The key to success is motivation and how you go about maintaining a positive mindset. I post inspirational messages on my [my Twitter page](#) page for business associates and friends. I’ve noticed an increased number of followers that reciprocate by encouraging each other to move forward and thrive each day.

Start Networking

It’s amazing how motivated you can get once you start networking. If you’re looking to start your own business, this is even more important. Not only will you be making contacts within your industry, but you can also gain advice, tips, and support from these contacts, all of which will motivate you. Most large towns and cities have entrepreneur networks that you can join so you will be able to meet with others nearby and even in the same industry. [Meetup](#) is a good place to start with groups in most cities.

If you’re looking to conduct your networking through social media a great place to start is [LinkedIn](#). You may be familiar with LinkedIn but when was the last time you really used this site to promote your business profile. Think of this as a business person’s version of Facebook. By definition, from the LinkedIn Corporation, it “strengthens and extends your existing network of trusted contacts”. Through this network you’ll be able to find contacts, customers, form new deals and partnerships, read up on pulse business news, and more. However, Twitter is my top pick for making business connections on social media. I’m still amazed by the response I’ve received so far.

Don’t Wait for Opportunities to Fall into your Lap

This is a perfect example of existing rather than living life. All too often people take the safe approach and just sit back and wait for opportunities to knock on their door. The fact of the matter is that not many successful businesses were built and expanded by the owner just sitting back and waiting for things to happen. Starting a new business means you are responsible for all the legwork and the grunt jobs that granted aren’t much fun. Learn to make opportunities happen, get out there and find them.

Action Tip: I never considered [Twitter](#) to be a good platform for business networking until a few years ago. I was amazed at how easy it is to connect with like-minded business owners and potential customers. You can't be spammy and expect to see results on Twitter. I look at this platform as one big networking group. Everything I tweet is honest and genuine just like I'm having a conversation at a networking group event. I tweet about something I find funny, upcoming business events, inspiring quotes to help others and more. This is all about building virtual relationships while expanding your brand awareness.

Do NOT over tweet your welcome. This will cause your followers to drop off as they become overwhelmed by the number of tweets you post each day. A few tweets per day is plenty. I typically tweet mornings and afternoons. Keep it real.

Keep Your End Goal in Mind

After a long tough day this particular step can seem a bit tricky but it's always important to keep your eye on the prize and keep your end goal in mind. This means reminding yourself why you've decided to start your own business in the first place, and what you hope it will be.

Additional Techniques

While all of the above mentioned techniques help you with staying motivated and choosing to live rather than just exist, it's also important use additional techniques outside of work. Your personal health, both mentally and physically, is something you have to maintain. After all, when you're the boss and the person running the show, you need to have the energy to do so. Obviously it can get pretty stressful.

If you feel the stress building it's time to try out the following techniques:

- Step away from your desk for a few moments to clear your head
- Use breathing exercises to help you calm down
- Be sure you're getting enough sleep
- Add 30 minutes of exercise into your daily routine
- Try to eat a well-balanced healthy diet so that you are energized

The [Pomodoro Technique](#) has helped people reduce stress and stay productive. Try it and see what works best for you.

Don't Just Dream About It, WORK for It

Do you have a dream to one day start your very own business? If so have you been holding back because it seems too hard to achieve? Now is the time to stop dreaming out it and start working for it. The thing about dreams is that they stay just that unless you consciously decide it's time to take action, believe in yourself, and get into that positive business mindset. Of course you can't just jump in, there is a process involved and in this section we'll take a look at how you can dress for the part and be the part. We will address the importance of and how to go about getting your mindset for success in check and then start to work for it. Your dreams are within reach if you believe in yourself!

Dress the Part

Being a solopreneur/entrepreneur requires all kinds of things – dedication, ideas, a positive attitude, and courage. Perhaps you've already checked off all of the boxes, or you're in the process of doing it, but there's also the fact that dressing for the part can help you achieve your goals. Not only does the way you present yourself affect how others see you but it also affects how you think about yourself. When you're lazing around in jeans and a t-shirt it's hard to think of yourself as that high-powered entrepreneur, however when you're dressed in business ware everyone around you, including yourself, will believe in you. You look the part, you will exude confidence, and may just help to take you and your ideas to that next level.

If you're the type who has never been part of the business world, attending meetings with potential clients and investors, meeting with suppliers, and the bank, then you may not even know what "dressing the part" means. You want to be sure you are being taken seriously, which means your outward appearance plays a role. This is when it's a great time to ask for a little help. Don't be afraid to ask for assistance at the shop and get their input on what will help you present the most confident image possible. You can also ask friends and family to give you some tips and guidance on what direction you should be heading in.

Unfortunately people often perceive those who under-dress as "lazy", which you certainly don't want to be seen as. As an entrepreneur you are the exact opposite of lazy, so overdressing is always the better road to take. Now this doesn't mean you need to go invest in an over-priced suit, but owning at least a couple of business attire items is always a great idea. You don't even have to wear them every day, instead save them for the day you're meeting with others. I know a guy that makes six figures from his home. He puts on a nice button shirt and jacket for webinars and Skype meetings. He only wears the shirt and jacket when he is actually on camera! Go with what works and make sure you look the part.

A Little Hard Work Pays Off

Now it's time to get your hands dirty if you will, and not to worry we don't actually want you to get dirty now that you've gone and dressed the part! What this means is that you need to get in there, do the grunt work, handle those less-glamorous jobs, and basically give it your all.

When you start your business chances are it will either be just you, or a small handful of employees. You won't have the luxury of passing off tasks and delegating work. Everything will be on your shoulders. This isn't something you need to fear or be overwhelmed by, instead look at it as a great learning opportunity. You will have the pleasure of getting to know every aspect of your business so that one day when it is successful and you can sit back a bit, you will know how things run, and you'll be able to understand how to grow and make things even better. Shying away from hard work can be a gut reaction, but it also means you won't be taking any chances. A successful entrepreneur is one that takes chances, goes out on limb, and really reaches for the stars. Remember, anything worth getting it worth working for.

By being that hardworking individual you are setting an example to your employees and customers/clients on how you run things. This hard work will reflect very positively on you and your business and will make people want to invest in you, deal with you, and be around you. It's a solid trait to possess both in your career and personal life.

Create Your Future

Creating your future is a wonderfully fulfilling thing to do, yes it's hard work, but that hard work will make it all the more rewarding when you're successful and living a freedom lifestyle!

The best way to predict your future is to create it.
- Peter F. Drucker

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Thank You,
Chris Tain