

## Keys to Self-Motivation

There are volumes of books, articles, and blogs available that address motivating yourself. Below you will find some highlights and commonalities of self-motivation based on several of these studies. Rate yourself on each of the tips for keeping yourself motivated and bring your results to the workshop.

Tip for Self-Motivation	Description	Rate Yourself				
		I need to improve		I do this very well!		
<b>Reduce your 'de-motivators'</b>	<i>Identify and avoid the people and activities that take energy from you</i>	1	2	3	4	5
<b>Find a support system</b>	<i>Ask others to be there when you need a boost; this should be uplifting</i>	1	2	3	4	5
<b>Take time out for breaks and physical activities</b>	<i>Schedule time on your calendar to break from your daily routine and move around</i>	1	2	3	4	5
<b>Use humor</b>	<i>Find jokes and comics that make you smile – learn to laugh at yourself</i>	1	2	3	4	5
<b>Reward yourself</b>	<i>Don't wait for other to provide rewards and recognition – find ways to recognize yourself for successes</i>	1	2	3	4	5
<b>Exercise, relax, and eat right</b>	<i>Maintain a healthy lifestyle – exercise regularly, put your feet up occasionally, and eat right most of the time</i>	1	2	3	4	5
<b>Organize your workspace</b>	<i>Find time to put material where you can easily find it – this includes your electronic devices (e-mail and file systems will save time and energy)</i>	1	2	3	4	5
<b>Keep learning</b>	<i>Give yourself the opportunity to learn something new at work and/or at home – keep your brain active and engaged!</i>	1	2	3	4	5
<b>Track progress</b>	<i>Identify milestones in your projects and evaluate how you are doing against those mini-goals – make adjustments to schedules and processes accordingly</i>	1	2	3	4	5
<b>Help others</b>	<i>One great way to keep yourself motivated is to help others stay motivated themselves – provide support and guidance when appropriate.</i>	1	2	3	4	5
<b>Challenge yourself</b>	<i>Take on projects that are outside your comfort zone – just because you've never done it before doesn't mean you wouldn't be good!</i>	1	2	3	4	5
<b>Make mistakes</b>	<i>Be willing to make mistakes and learn from the results.</i>	1	2	3	4	5
<b>Practice positive thinking</b>	<i>Focus on what went right and how to improve what didn't.</i>	1	2	3	4	5

*Motivation Plus* – Mike Moore

*The 8 Pillars of Motivation* – Farnoosh Brock

*Motivation* – Brian Tracy