



Hobbies, Adventures and Ideas to Enjoy Life  
&  
Training through our Online Media College

*Enjoy Life presents*

# **10 Habits of Highly Successful People**

And

# **8 Types of Toxic People you need to Eliminate from your Life**

# 10 Habits of Highly Successful People

## 1. Read. A Lot.



Think book nerds are losers? It's quite the opposite, actually. Last I checked, they rule the world.

[Mark Cuban](#) insists on reading 3 hours a day, while [Bill Gates](#) reads for 1 hour as part of his bedtime routine. J.K Rowling, the first ever billionaire author, read '[absolutely anything](#)' as a child. [President Obama](#), [Sheryl Sandberg](#), and Albert Einstein are book lovers, too.

Reading helps you learn from the mistakes and successes of others. Instead of just diving in; relying on your guts and motivation to lead you, reading gives you a mental map to bypass rookie mistakes people make in life.

## 2. Organizing Lessons Learned for Future Application

You read a wonderful book and highlight loads of passages. You're excited to apply what you just learned. Then a few days (or weeks) pass and you forget the quotes, insights and ideas you just learned.

Fret not, because Ryan Holiday, author of *The Obstacle is the Way*, and Robert Green, author of *The 48 Laws of Power*, have a great method for organizing and retaining information.

There's not enough space to explain it, so just click [here](#) for a full explanation. If their paper and shoe-box method seems tedious, you can create a digital commonplace book using [Evernote](#), IFTTT and other apps.

## 3. Wake Up Early

Notable early risers include Sir Richard Branson of Virgin Group, Disney CEO Robert Iger and Yahoo's Marissa Mayer.

Waking up early isn't an easy habit to cultivate, though. I suggest you experiment with different techniques, but in general, the most effective ones are:

- Find a no-mercy alarm clock: [Clocky Alarm Clock on Wheels](#), I Can't Wake Up on Android, or Sleep Cycle alarm.
- [Don't hit snooze](#): Hitting the snooze button and going back to sleep for 5-10 minutes will make you feel worse.
- No screen or light (even a tiny blue light) at least one hour before bedtime. Light affects your circadian rhythm and melatonin production, the hormone responsible for inducing sleep.
- Hal Elrod, author of *The Miracle Morning*, suggests writing your plans for the next day. The first task listed should get you excited enough to part with your comfy bed.

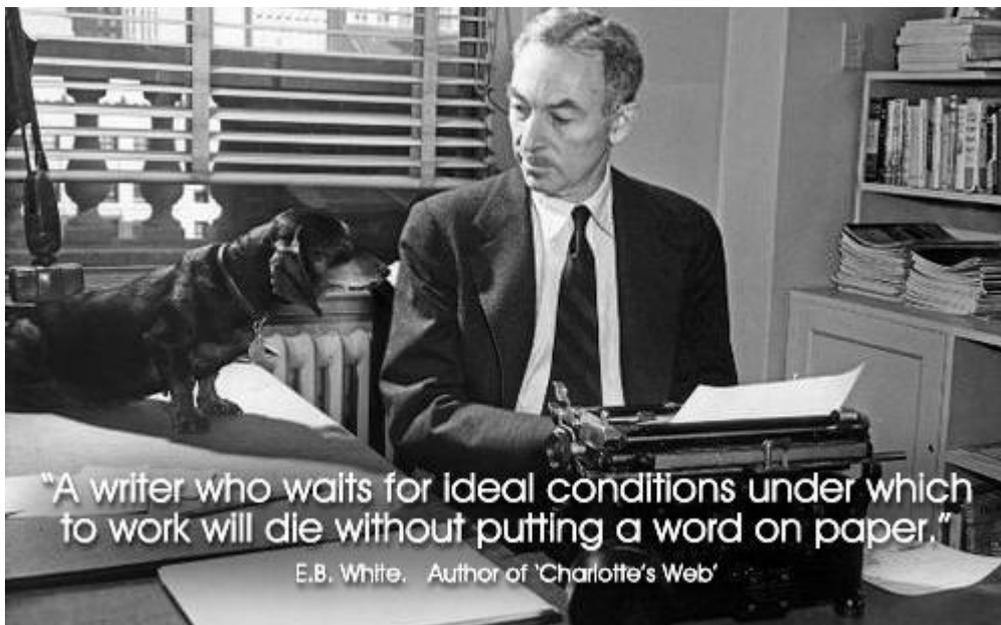
## 4. Get Your Butt Off the Couch

Successful people have all the resources they'll ever need to keep themselves fit and healthy. They can afford lipo, Botox and spa retreats. And yet exercise is still a part of their daily habits. Why?

Yes, exercise keeps you fit and all that, but it also keeps your brain healthy, minimizes stress, and improves memory. In fact, using 'too much work' as an excuse not to exercise is counterproductive. Studies show that exercise can [boost creativity](#) and productivity by as much as two hours. It makes you [smarter](#), too.

Ursula Burns, Xerox's CEO, bi-weekly exercise habit is a 1-hour session with her trainer, and Anna Wintour, Vogue's Editor-in-Chief has a habit of playing tennis one hour a day.

## 5. Train the Muse



What separates professionals from wannabes? Pros work, even when they don't feel like it.

E.B. White, author of Charlotte's Web, famously said, "A writer who waits for ideal conditions under which to work will die without putting a word on paper."

That applies to us all, whatever your occupation is.

Next time you [don't feel like working](#), keep calm and use the Force. And by that, I mean, force yourself to work for just 15 minutes then see what happens. Usually, those 15 minutes will be enough to give you some momentum.

If that doesn't work, spend 30 minutes breaking down the task into its basic components, and then do the items one at a time until you finish the whole task.

## 6. Quiet Your Monkey Brain

Studies suggest meditation alleviates anxiety, [pain](#) and prevent depression. It can also improve your ability to focus instead of getting overwhelmed with everything that's happening around you. That's what happened to [Arnold Schwarzenegger](#) when he had a habit of doing transcendental meditations in the 70s.

Unfortunately, quieting the mind doesn't come as naturally to many of us. So for beginners, you can create the habit of meditating by concentrating on your breath for [3-5 minutes](#), which is the average starting point of new meditators using Lift.

If random thoughts keep popping in your head, give your monkey brain something to chew on by chanting "Om Namah Shivaya" (I honor the divinity within me).

## 7. Minimize Distractions by Batch Checking Emails (and Social Media) Twice a Day

Tim Ferris is famous for suggesting this in his book, *The 4-Hour Work Week*. Reading and answering emails doesn't make you productive. If anything, you're just being *responsive*.

To minimize distractions, Ferris recommends checking email twice a day: [11 AM and 4PM](#), or after you've completed at least one critical item in your to-do list, and once more before the end of your workday.

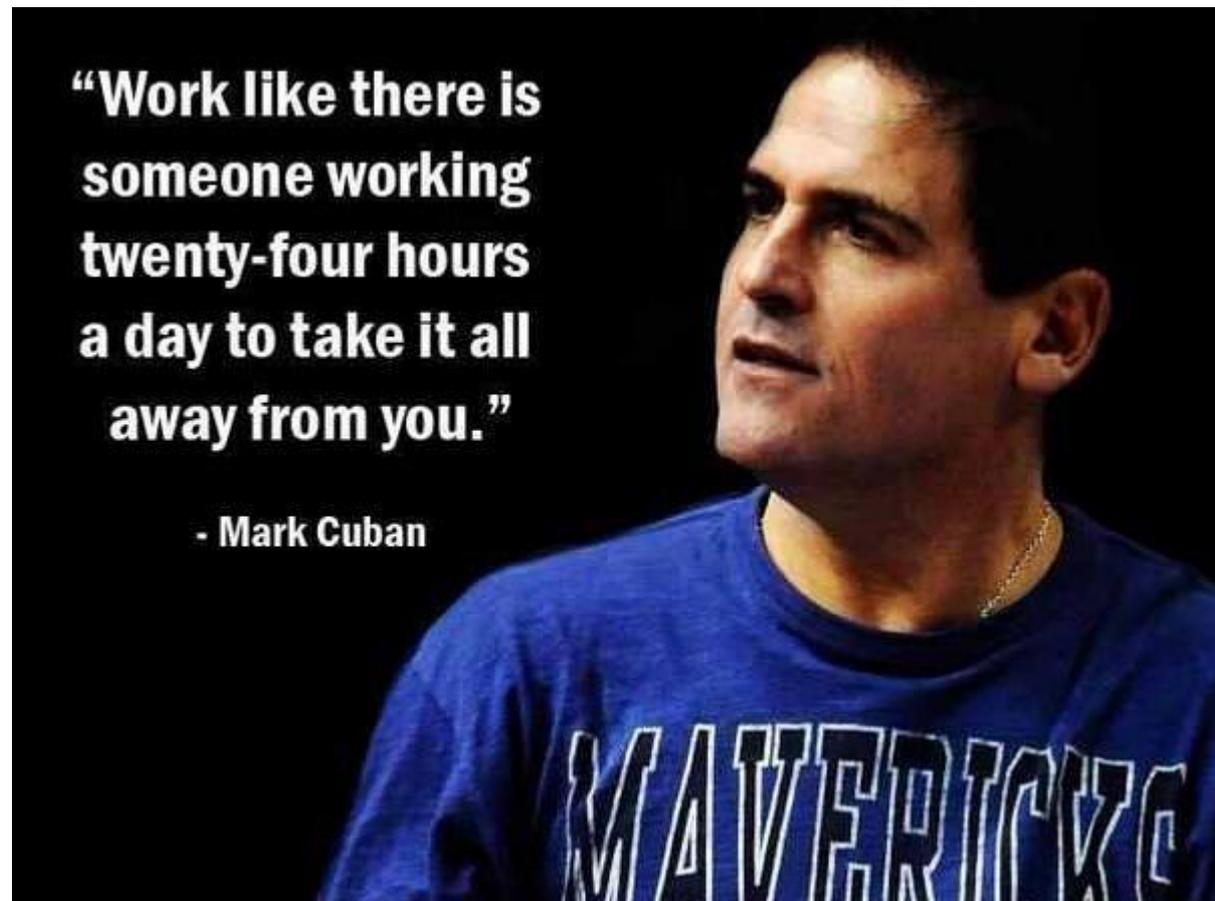
## 8. Donate



Successful people allot time to give back to their community by working with charities, volunteering and donating. Tom Corley, author of [Wealthy Habits: The Daily Success Habits of Wealthy Individuals](#), states that 73% of the 233 wealthy people he studied for 5 years volunteer 5+ hours a month. Bill Gates, Oprah Winfrey, Mark Zuckerberg, all donate to different causes.

Not rich? No problem. Volunteer at your local soup kitchen, help at the nursing home, or teach kids to read. Many times, your time and the pleasure of your company is enough.

## 9. Deliberate Practice and Hard Work



[Serena Williams](#) wakes up at 6 AM to practice tennis, and she's been doing that since she was a kid. Even her after-school routine revolved around practicing the sport. Dallas Mavericks owner and famous Shark investor, didn't take a vacation for seven years when his company was just starting up. That's dedication.

You can find shortcuts for everything in life, but you can never sidestep the hard work required to build the foundation of your goals.

## 10. Don't Break the Chain!

Have you ever heard of the calendar method [supposedly created by Jerry Seinfeld](#)?

Get a big calendar and a red marker, then mark "X" on each day you work on your goal or habit.

In two weeks, you'll have a long chain showing your progress. It will motivate you to keep going, too.

## **Don't Get Too Excited!**

I hope you don't get too excited and apply all these habits at once. That will drive you crazy.

Instead, pick the easiest habit for you, and then do it for 3-6 months until it becomes a natural part of your routine. After that, check back here to pick another one.

Use the 1<sup>st</sup> habit as an anchor to prompt you into doing the new habit you're trying to master.

For example, the first habit you mastered is waking up early and now you're trying to exercise regularly.

Your habit formula can look like this: After I wake up at 6 AM, I will jog for 30 minutes. This works well because waking up early is strongly programmed into your brain's neurons, so [stacking another habit](#) to it leverages the existing neuron's fast and steady connection.

Read more: <http://www.keepinspiring.me/10-habits-of-ultra-successful-people-the-secret-sauce-to-success/#ixzz3uwqU5Dhk>

# 8 Types of People You Should Eliminate from your Life

Toxic individuals are completely exhausting to be around and they can have a negative impact on your forward momentum. Entrepreneurs need to remain laser focused -- the distractions and stress that toxic people bring into your life act as unnecessary obstacles, so it is best to avoid them.

You probably know a few toxic people -- they might work for you, you might be friends with some or you might even live with someone toxic. The sooner you remove them from your life, the better. Here are eight toxic types of people you should steer clear of.

## 1. Those who are judgmental

Judgmental people will find a way to criticize anything and everything they come in contact with. You could take the time to explain something to them in great detail but it goes in one ear and out the other. They come to their conclusions before they hear any facts -- they don't listen well and are horrible at communicating. Asking for advice or feedback from a judgmental person is a complete waste of time.

## 2. Those who are envious

[Being an entrepreneur](#) can be a very bumpy journey filled with highs and lows -- while it's important to have a strong group of supporters in your corner during the low times it's also important to have supporters that are there to congratulate you when you hit the high points. Envious people will not be happy for you -- ever. They feel that it should happen to them and nobody else.

## 3. Those who are control freaks

Control freaks don't ever want to listen -- they don't have to, because according to them they know everything and they know the best way to do everything. While this

type of person can be a nuisance in your personal life, they are a complete nightmare to deal with in a business environment. A successful business structure requires team members that will listen to and follow instructions. If you have control freaks on your team it can cause a “too many cooks in the kitchen” problem.

## **4. Those who are arrogant**

Don't confuse confidence with arrogance -- confident people inspire, while arrogant people intimidate and annoy. Someone with an arrogant attitude feels he or she is better than everyone around them. In a personal setting this can be annoying, while in a professional situation this can create an uncomfortable environment.

## **5. Those who are victims**

The constant victim will always make excuses and blame others for their mistakes and wrongdoing. They are some of the most toxic people to be around -- they will never accept responsibility and always point the finger, which causes a domino affect of the blame game in a work setting. Flush them out of your business and eliminate that headache.

## **6. Those who are Negative Nancies**

Someone who is always negative will drain your positive energy immediately -- they thrive on bringing everyone down around them. You will never receive any words of encouragement from a Negative Nancy. They will discredit every idea you have and instead of being supportive they will go out of their way to point out every possible way you could fail, rather than focus on possibilities and potential. They are a major energy-suck.

## **7. Those who are liars**

To be successful you have to surround yourself with other successful individuals that you can trust and count on to be there for you. You can't trust liars and it's hard to

count on them because you never know if they are lying or telling the truth. That type of uncertainty will wear you out quickly -- eliminate them from your life and you won't have to wonder if you are being lied to.

## 8. Those who are gossipers

People gossip because they are insecure -- they don't know how to separate fact from speculation and when truths get twisted, the wrong information is conveyed, feelings get hurt and enemies are born. Having a gossip within your business can be very destructive -- they are cancers and can quickly create a negative environment.

If any of these ring a bell, then there is a good chance you are being exposed to toxic individuals. You should consider removing them from the equation, allowing you to remain 100 percent focused on reaching your goals without unnecessary distractions.

I vowed to remove all toxic people from my personal life and [business in 2015](#).

Posted on <http://www.entrepreneur.com/article/246016>



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*Created and run by Rory Wilson.*