



Gary Eaton & Kellie Mills

Our Point

Welcome to a New Year. A time of opportunity and, without doubt, a few challenges. While the world is facing some difficulties, it is up to us how we respond. Some pundits have said that 'everything has changed' - we disagree because **the important things are still important.**

For example:

Personal - relationships, family & friends, communication, balancing your life, being healthy, living in the moment and learning.

Work - managing yourself, leading your team, being emotionally intelligent, responding to issues in a positive and open manner, and being real.

If the points above remain essential to us, then we must not lose sight of these 'important things' if circumstances get a little gritty. Not losing focus will help us deal with our challenges and assist us to find opportunities to enjoy life, grow and move forward. *Cheers Kellie & Gary*



Confessions of a Procrastinator

Procrastination

FACT: Poor Time Managers almost always have a problem with procrastination. Having taught time management for many years, this fact has been a constant.

One of the frustrations of my life has been my astounding ability to procrastinate. For as long as I can remember, I could successfully put off big or small projects. Little did I know the terrible impact a severe case of procrastination was having on me: depressed outlook, poor sleep, guiltiness, poor self-image, a feeling of failure, poor performance, poor relationships with bosses...the list goes on.

Often these effects are not consciously obvious to the procrastinator but the impact is there just the same. About 10 years ago, my partner Kellie Mills began to coach me on the procrastination - she is one of those gems who is not much of a procrastinator, but instead sees the work, jumps in and finishes it (usually). Her persistence helped me make great strides towards defeating the monster.

It is difficult to know whether poor self-image is partly the cause of procrastination or if it is just one of the results. Whichever is true, improving your self-image is one of the keys to kicking the procrastination habit.

The average procrastinator believes that they have plenty of time, and feel free to fritter away time each day...until they discover that they don't have time to complete the tasks set. Now under tremendous pressure they may attack the task fiercely - should they complete it on time they feel the adrenaline

high of success...which does nothing to improve their procrastination habit.

Another key procrastination killer is to become aware of the passage of time.

In researching the awareness of the passage of time, we discovered that we don't all perceive the passage time at the same frequency. In other words, I, as a poor time manager, tended to see the eight hours of my work day as 8 individual blocks of time (of about 60 minutes each). Kellie, on the other hand, sees the eight hours as 48 blocks of time (of about 10 minutes each). I tended to waste much of this time; Kellie did not, which suggested that our view of time impacted our productivity.

Using this understanding of the perception of time, and its association with the level of procrastination, we have developed a new and much more successful approach to time management for procrastinators. I am now perceiving time in approximately 15 minute blocks making me a much more effective producer than ever before - who says that you can't teach an old dog new tricks?!

Suffice it to say that I love teaching Time Management and working with Procrastinators because I am living proof that our methodology works!

by Gary Eaton



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ONE on ONE Leadership

The REAL BENEFITS of ONE on ONE Leadership Training - as an alternative to One Size Fits All courses

We are often approached for assistance by organisations who have had mixed results from sending one or two of their managers or supervisors to a public 'One Size Fits All' leadership course. The problem with many of the courses is not the quality of the trainers or the material - it is just that the course is not designed with the issues, culture and industry type of each individual attendee in mind.

The hope is that the attendees will successfully translate the examples, solutions and tools into the language of their organisation...the results are not encouraging. The attendees often return to their organisation excited and motivated, only to find that introducing the concepts and ideas are very difficult, if not impossible. Their excitement level diminishes further due to the lack of follow-up or individual encouragement - and there is often little or no personal accountability for making the learning count.

As an alternative, 'One on One Leadership Training' appears to have more going for it.

The issues that are covered in a series of ongoing coaching sessions are specific to the individual and the organisation. Suggestions are tried out and reported back on to the trainer / coach so that they can be tweaked if necessary. Consequently, the enthusiasm of the person being coached grows as they gain confidence in their improving skill levels.

We have found that the individuals in this program see it as an investment in them personally by the organisation. They respond to this positively by putting more effort in and taking more responsibility for obtaining the best results possible.

Contact us if there are people in your organisation that you would like to develop in this way.

"I was looking for assistance to grow my leadership and people skills, and found the One on One training with Mills-Eaton the most effective way to achieve the outcomes I was after. The ability to discuss real experiences, reflect on how they were handled and put in place solutions has led to me becoming an effective leader with the necessary tools to perform my role to the best of my ability. I would recommend the style of coaching that I have undertaken to anyone who is after effective and personal assistance."

Michael Randall
Manager, Lawler Partners

Sales Survival Tips

WHEN THINGS ARE TOUGH, GO BACK TO THE BASICS:

- GET AWAY FROM YOUR DESK AND MAKE ENOUGH CALLS
- HAVE CONFIDENCE IN YOUR PRODUCT/SERVICE
- HAVE CONFIDENCE IN YOURSELF
- ASK QUESTIONS TO IDENTIFY NEEDS
- LISTEN TO THE ANSWERS
- FOLLOW THROUGH ON ALL PROMISES
- DO NOT ASSUME YOUR CUSTOMER HAS NO MONEY
- NETWORK TO EXPAND YOURSELF AND YOUR BUSINESS

- LOOK FOR OPPORTUNITIES WHERE YOUR COMPETITION HAS DROPPED THE 'BALL' ...PICK IT UP!
- STAY POSITIVE
- BE INNOVATIVE IN MANAGING YOUR TERRITORY
- BE ENERGETIC WHEN DEALING WITH YOUR CUSTOMERS
- ASSESS WHAT IS WORKING AND WHAT IS NOT
- MAKE SURE YOUR PAPERWORK HAS NO ERRORS
- DO NOT GIVE AWAY THINGS THAT HAVE VALUE, UNLESS YOU TRADE THEM OFF FOR ITEMS WORTH MORE
- ASK FOR THE ORDER

Sales Survival Tips

NEW Article Available on our Website

World Financial Crisis: Controlling the Fear!

By Gary Eaton, Partner, Mills-Eaton Training

Background: The World Financial Crisis (WFC) has inspired FEAR at all levels.

What can we do? Firstly, be aware that we have seen these things before. In 1863, the US banks and stock market were in meltdown. The key causes were: the Civil War, inappropriate lending by banks and stock market manipulation - all of which sounds familiar. The Depression in the 1930's had similar causes, and most of us remember the late 1980's which saw billions being written off the value of properties, companies crashing and the financial system in chaos. Now, following one of the strongest growth periods in our history, we have the WFC. The world survived all of the previous events; history suggests that this one... **To read this article in full: www.millseaton.com.au/articles/WFCrisis.pdf**

