

21 Productivity Killers and How to Beat Them

STEP 1: Listed below are my top 21 things that absolutely kill productivity. As you read through each, fill in the box next to those that particularly resonate for you. Note that these are not listed in any particular order.

STEP 2: Next, going back to those where you filled in the box next to the number, I want you to place a star next to the three to five that have the largest negative impact on your productivity.

STEPS 3 and 4 are listed at the end of this PDF.

1) Keeping your phone by your bed at night:

- Keeping your phone by your bed means chances are it's the last thing you look at before sleeping, and it's the first thing you look at in the morning. By not being intentional, whatever you look at will influence your thoughts while you're asleep AND awake.

Solution: Move your phone and keep it somewhere out of arm's reach.

2) Snoozing:

- When you keep your phone by your bed, you're likely to robotically hit the snooze button multiple times over. As renowned author Mel Robbins says, to snooze is to tell your subconscious that you don't want to start your day. This is the opposite of where you want to ultimately be. The aim is to wake up and immediately step into a morning routine.

Solution: Having your phone across the room will force you to get out of bed to turn off the alarm, giving you enough time to wake up and start your day.

3) Not making your bed:

- As simple as it sounds, making your bed first thing in the morning sets the tone for your day. Making your bed tells your subconscious that you are living impeccably; how you do anything is how you do everything. Completing tasks that require intention raises your standards above doing whatever is easiest.

Solution: Make that mutha fuckin' bed.

4) Not having a morning routine:

- Truth is, you probably DO have a morning routine, it's just not one of your conscious choosing. Being intentional, about what you accomplish within the first 15 minutes of waking up, tells your animal brain that YOU are in charge of your day.

Solution: Start small. Choose one to three things that will awaken your mind, body, and emotions. Commit to doing them every morning before you do anything else. (i.e. positive affirmations, a set of 30 pushups, and meditate).

5) Not exercising regularly:

- Exercise is the fastest and more reliable way to dramatically improve your mental state. As a species, we're designed to move our bodies.

Solution: Emotion comes from motion and if you find yourself passionless or emotionally flatlined, go pump some iron. Go for a walk. Drop down and give me 30. It can take less than 60 seconds to shift your psychology.

6) Eating shit food:

- The quality of your life is directly proportional to the quality of food you ingest. Don't believe me? Go watch the documentary, "Supersize Me". Exercise can improve your mindset immediately, however if you're not consistently nourishing yourself with nutrient dense food, you'll constantly be battling the desire to take a nap.

Solution: Don't go on a diet or change everything overnight. Just make a 1% improvement today over yesterday. Drink a glass of water when you would otherwise drink soda. Have a chicken breast for dinner rather than a slice of pizza. Small incremental changes will result in a monumental shift in the quality of your life.

7) Not establishing healthy boundaries:

- If you're not confident in who you are, you'll use the opinions of others to determine your value. Perhaps you're a people pleaser, a "yes man", a "bad boy", co-dependant, attached, detached, etc. If you're either overly passive or aggressive, chances are high that your relationships with other human beings can become something that requires more attention and energy than needed.

Solution: You must focus on healing your wound. It's only from that place that you'll find self-worth and as a result, a healthy place of being.

8) Not managing your time well:

- There are four dimensions of time. 1) *Dimension of Delusion*: where things are neither urgent nor important. Think social media. 2) *Dimension of Distraction*: where things are urgent and not important. Think about other people's demands, emails, text messages. 3) *Dimension of the Zone*: where things are not urgent and yet, extremely important. Think strategic planning, working out, spending time with family, working on your business vs. in your business. 4) *Dimension of Demand*: where things are urgent AND important. Think of things that have a deadline.

Solution: If you spend a lot of time in the first or second dimensions of time, you've got to reprioritize. That vast majority of your day should be in the 3rd and 4th dimensions.

9) Not managing your notifications:

- This fits right in with the 2nd dimension of distraction, where we hear a bell, a ring, a notification... and we immediately react to see what it is. This disrupts thoughts, momentum, and shoves us back into the social media time-suck.

Solution: Turn off all non-essential notifications. Instead, I schedule time on my calendar each day that is specifically for catching up and responding to voicemail, emails, and texts. Whenever I download an app on my phone, I decline turning on notifications. I've turned off almost all notifications on my Apple Watch. Be deliberate with your time.

10) Not planning your #1 thing the night before:

- How many times have you woken up and not known what needs to be done during the day? You sit down at your desk and flip open your email. Your day begins with being controlled by your circumstances and whatever life throws your way. I spent many years walking into the office, putting out fires, and then berating myself for why I never felt like I was being productive or moving any of my projects forward.

Solution: Spend 5 minutes in the afternoon or evening before you go to bed, and figure out what must be accomplished tomorrow.

11) Confusing activity with productivity:

- When you're not clear with what it is you're aiming at, meaning your goal, chances are you'll confuse activity with productivity. Getting small things checked off your list that don't ultimately get you closer to your goal leads to a downward spiral. Do this long enough and you'll feel like your life is devoid of true meaning and purpose.

Solution: I recommend you ask yourself each Sunday, what is one or two things that if accomplished by the next Sunday, it would feel like a total win.

12) Not taking time to breathe:

- Do you know the purpose of yawning? It's your body attempting to get more oxygen into your body to wake itself up as it begins to feel itself needing rest. What typically happens when you get stressed. Your heart rate increases, as does your breath rate. Taking time to slow down to breathe, as simple as it sounds, can dramatically improve your life.

Solution: Adopting a breathing practice can be a game changer that will support greater brain function, clarity of thought, and productivity when you're working.

13) Not drinking enough water:



Not drinking enough water each day is similar to not intentionally breathing. How long will your body go without breathing? A couple minutes. And water? A couple days. Food? A couple weeks at best. Food, water, and air are our basic needs and yet most people drink anything BUT water. Most drinks consist of artificial substances and sugar, which create massive amounts of acid in your body. And what type of environment does disease require to grow? Acid.

Solution: Water is the foundation of your body and health. Drinking at least half your weight in ounces of water each day will prove to be a powerful foundation for maximum brain function and clarity (amongst every other bodily function).

14) Making things more complex than needed:



Our brains are wired to keep us safe, to avoid as much pain as possible. They're not wired for fulfillment and happiness. Because of this, it's very easy to think about all the things that need to be done to best ensure success. However we overwhelm ourselves with all that needs to be done instead of just getting started. Then, we end up in analysis paralysis.

Solution: There's only so much you can do in the time you're allotted each day, so rather than making it more complex than it needs to be, take action. Keep in mind that complexity is the killer of execution.

15) Self-criticism:



More often than not, we're our own worst enemy. Meaning, we tend to be our own worst critics and even though we've done a good job, we'll also be the first to tell ourselves that it could have been better. The truth is, you're a work in progress and you always will be.

Solution: Embody an attitude of gratitude, as cliché as it is, because it's the antidote to self-criticism. Focus on what you're doing right and build off that, always. For added effectiveness, pair this with a strong morning routine.

16) Comparing yourself to others:



A big part of why we're our own worst critics is because we compare ourselves with others... or we compare ourselves with where we believe we ought to be in life. Both are 100% killers of productivity. Comparison is the thief of joy, and when you have no joy, you have no passion. When you have no passion, you have no drive to be productive.

Solution: Let go of comparing yourself. Instead, look to celebrate the achievements of others and of yourself. Reinforce yourself by being your own cheerleader (so to speak).

17) Avoidant behavior:



When things get tough, when we beat ourselves up for not being good enough, when we've not been productive or we compare ourselves to others, the fastest way to get out of that painful place is to look for instant gratification. That could be in the form of alcohol, drugs, gambling, gaming, porn, anything that takes your attention away from being intentional with your time.

Solution: Instead of numbing away your feelings, as uncomfortable as it is, I recommend you sit with them. Ask yourself what it is you're REALLY feeling. Are you lonely and feel like you need connection? Are you bored with your life? Once you have clarity, you can take action to fulfill those needs without sweeping them under the table with avoidant behaviors.

18) Toxic relationships:



The quality of your life is directly proportional to the expectations of the five people you spend the most time with. If those five people don't take care of their health and they're overweight, chances are that your standards are low as well.

Solution: Be around people who are more intentional with their time, those who have balance between productivity and relaxation. If you want a better life, get better friends.

19) Not having a vision:



Without a vision of something greater in life, you'll continue to settle for what you've been getting. Your memories are the history of your past, and your identity is the result of the blueprint of your past. If you want to accomplish more, you've got to become more and let old parts of you die. What part of you needs to die for the rest of you to grow?

Solution: Having a powerful personal vision is what will become the fuel to your professional life. Together, a powerful personal and professional goal will give you the carrot, and reward, that will drive you through the times when life gets tough. This will help you leave your past behind.

20) Being a "lone-ranger":



When you're in your masculine, the pursuit of success is something we need to prove our own self-worth to ourselves. We hear of "self-made" men who went from the slums to becoming some of the most successful men in the world. And yet, there is no such thing as "self-made men". The success of every man and woman has been off the shoulders of giants that have come before us. You didn't have to create the electricity you use. You didn't have to invent your own internet. The technology you use today, is the result of the successes of yesterday.

Solution: Let go of thinking you've got to do it all by yourself. If you truly want to become successful, look for partnerships and collaboration opportunities... they'll carry you so much further than trying to muscle through on your own.

21) Not feeling passionate about your work:



I have spoken with countless individuals over the 10+ years I've been a coach. Without fail, those who don't have passion in their lives struggle because they don't have passion at the core of what they do in their work. If you have a job that just pays the bills, your lack of passion for it will overflow into your relationships, health, and spirituality.

Solution: Begin the process of discovering what leaves you fulfilled and productive, so that you can seek a profession that activates your heart.

STEP 3: After you've identified your top three to five that have the largest negative impact on your productivity, I want you to choose only one that you commit to solving over the next three days. Read through the solution and resolve to doing whatever it takes to decrease or eliminate the negative impact on your productivity.

STEP 4: Accountability is instrumental to progress so email me which of these 21 productivity killers you're going to focus on over the next three days: Johnny@JohnnyKing.com.