#### HABIT

Decades of psychological research consistently show that mere repetition of a simple action in a consistent context leads, through associative learning, to the action being activated upon subsequent exposure to those contextual cues, that is, habitually (Bayley PJ et al., 2010). A habit, whether it's good or bad, is something we just do without thinking about it. Habitual behavior happens automatically. It's part of who we are and how we live our lives. In order to learn from a new good habit. We have to literally teach ourselves to repeatedly do all that habit until we do it reflexively without thinking about it.

The best example for this is how we start our day, how we chronically do things in order every single day. There are also two types of habits, the positive and negative habit. For example, some people tend to throw garbage without categorizing the trash, since we are in an environment where it is okay to throw things where they want, which our brain tells us to do regardless of the consequences, this shows a negative habit.

#### TIME MANAGEMENT

Time management is about life management (Koyenikan, 2016). Managing time is as simple as listing down our everyday plans in a planner, so that we can predict time on how long it can take and what will be the next activity that needs to be done. Overlooking our future actions in a day can help us give the perception that we have a job to do in a specific set of time.

### PRODUCTIVITY

You don't actually do a project; you can only do action steps related to it. When enough of the right action steps have been taken, some situation will have been created that matches your initial picture of the outcome closely enough that you can call it "done" (Allen, 2001). This leaves a perception in our mind that doing something is actually being progressive, unlike any other negative habit, these actions and activities must adhere to your list of what you initially want to do for that day. These lists can overlap each time because we don't really hold the definite answer to the question, what time will you be done? It will always fall under estimation until you are actually done with the workloads you have listed.

#### MINDSET TOWARDS CHANGE

"*Tiny is mighty... when it comes to change*." This was a phrase said by Bj Fogg, PhD in his book "*Tiny Habits*." He focused on the mindset of the people who are being off the track with their goals and

good habits. In his book states the three factors affecting the mindset to think, plan, and strategize, here are the three factors:

- Obesity Yearly hundreds of people dies from excessive weight gain and thousands of people are added to this number up to this day. This occurs because of laziness, too much usage of gadgets, and eating unhealthy foods.
- Sleeplessness This happens to all the people around the world that has a different age bracket. Lack of sleep can discourage a person to be productive and active, it can also lead to other complications if not prevented.
- Stress Widely we know stress is bad for our health, but there is one speaker, Miss McGonigal from TEDed, says that research have been provided that stress can decrease the risk of any health complications if we think that stress is not stressing us. It has to do with mindset.

These three factors have been proven by Bj Fodd in his research in Stanford labs research. He also stated that if we want something it is the equivalent of do it yourself, reach that goal with your own will power and courage to act.

A lot of people who have a bad habits is discouraged by their environment, their brain is trained to think and internalise cultural messages like someone will say that it is your fault for not doing anything about your flaws, shaming in all forms, and gaslighting, that is the sad fact in our society where we live in. The truth is, it is not amd will never be your fault. We are not the problem, The problem is the approach, how we see different people with different specified routines that works for them and doesn't work for some of us.

# Design Flaw ≠ Personal Flaw

Since people can't see that the design of the approach is the problem, they automatically think that it is their fault, which can turn into a self pity and therefore unachieved goals and promises.

"Creating habits is EASY, we just need to find the right approach and process without relying on faulty principles." This statement of Bj Fodd made the belief stronger that it is not our fault, but rather our chosen path is.

In order to achieve your goal, here are three things to remember:

- Stop judging yourself Train yourself to think that "The problem is my approach not me."
- Breakdown aspirations into tiny behaviours Always remember to focus on one goal at a time.
- Embrace mistakes Think of them as your opportunity to discover yourself and move forward your goals.

### MINDSET TOWARDS SUCCESS

According to Stephen Ganser, success has a different meaning, therefore how to achieve it also depends on what is your meaning of success. A lot of people want to be successful, but in general they don't know where to start because it also starts from a lack of health consciousness. They tend to grind their bones to dust working just to reach their goal faster. And it doesn't have to work like that.

A lot of people are choosing their job over their health. That is why their skills in planning and strategizing are greatly affected by this negative habit.

There are a lot of untold stories of success that encourage the person to work twenty hours a day but it isn't widely known because it doesn't fit the narrative of how to be successful in general. But the most crucial part of this is the aftereffects of excessive working, no sleep schedule, and no healthy diet. These are:

- Heart attacks
- Mental breakdowns
- Anxiety
- Anemia

The mind is a very delicate part of ourselves, it is who we want to be seen, who we are inside our mind, and our ideals and beliefs that makes us sane. These factors are disorganized when we push ourselves to our limits.

Here are the components of healthy living by Stephen Ganser:

- Food The food we take inside our body reflects through our appearance and mindset.
- Exercise Learn routines that is light and suitable for your capabilities.
- Consult a Nutritionist and a Gym instructor before proceeding with any of your own research.

# HABIT CREATION

Habits occurs naturally, either good or bad, we just need to train our minds to think and create more good habits and decrease bad habits over time. Here are some of the ways to create your desired routines that will eventually turn into your daily rituals/habits.



- Reminder This will set as the trigger that your mind will train to do every time the trigger is experienced. For example, set an alarm to 4pm, this exact hour will be the trigger for that routine until your body and your mind simultaneously acts on its own without the reminder.
- Routine Discover your desired routine that can help you to improve yourself and your good habits. For example, in that exact 1 hour, you want to watch any movies that can enhance your vocabulary.
- Reward All habits are recreational, and watching movies has its own benefits, since the first benefit is to learn, it can also give someone a relaxation and a change of pace that can be looked forward, every time that specific hour hits

This model can be personalized according to what is the best approach that can work for you. It can also be a listing type of habit creation, like for example.

Reminder	Routine	Reward
Every 4am	Write poems	Mood boost
Every 10pm	Journaling	Self improvement

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