

Riches Within

Coaching for an Extraordinary Life

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Eight Keys to a Laser-Focused Mind

How to become a laser beam of focused energy for high achievement!

Focus is a blend of *intention, discipline, and skill*. It can be achieved by anyone who is willing to put forth the necessary effort. The art of maintaining a high level of focus is most beneficial to those who want to accomplish more in less time, and to reach their goals quickly.

A focused mind is literally a beam of thought energy. Like a laser, which is aimed at one area for a highly specific purpose, the mind that is focused on one thing at a time and for a specified goal creates thoughts that are super-charged with power.

A focused mind is a vessel of creativity, putting forth ideas in sometimes-rapid succession and with amazing clarity for the task at hand. Instead of wandering from one thought to another seeking the perfect ideas, a laser-focused mind zeroes in quickly and with greater accuracy on the options that are most likely to match the desired outcome.

Eight Keys to a Laser-Focused Mind

To achieve the *highest* level of focus one must be willing to do whatever is needed. Focus doesn't come automatically to most people. They have to guide their minds in the direction they want them to go. They have to learn to set boundaries on their time, and they must practice self-discipline.

1. **State the desired goal.** Name as specifically as possible *what* you want to focus on and *why*. This may seem too obvious a step to be of any value, but the fact is that many people never learn how to focus because they keep their goals too general or never state them at all. The clearer the goal, the easier it is to go towards it.

2. ***Boldly eliminate distractions.*** Clarity grows in a quiet and undisturbed mind, so choose an environment that calmly invites high attention and creativity. Clear away all unnecessary visual clutter and turn off anything that emits a potentially distracting sound. **The more resolutely you set the stage for clear thinking, the more quickly you can become a laser beam of focused thought.**

3. ***Set aside blocks of time.*** Everything of worth takes time to achieve, so give top priority in your schedule to those things, which truly need your most focused attention. The simple act of blocking out specific chunks of time for this purpose will cement your intention and encourage you to follow through.

4. ***Keep an “Ideas” notebook.*** Write down all the ideas that come to you about the project, problem, assignment or goal you have designated as your point of focus. Because not all ideas need to be or should be acted upon, putting them in your notebook first allows you time to think them through and to determine their level of significance and viability. (Take your notebook with you throughout the day and put it next to your bed before going to sleep. Many people find that they wake up with great ideas on their mind but quickly forget them once their feet hit the floor.)

5. ***Consult inner wisdom.*** Always assume that the Higher Self, your soul, the Spirit Within, or your Quiet Mind knows more about everything than the chattering mind of accumulated information and opinions. Tap into this deeper wisdom by doing some deep breathing, meditating, or simply sitting in quiet expectancy. Listen to the thoughts that come in this mode and trust their value.

6. ***Fearlessly explore options.*** An open mind - a non-judging mind - can more quickly find new solutions and fresh information than one that is locked in the box of yesterday's beliefs and ideas. Stretch yourself by looking at things from angles you haven't yet explored. You can do this through reading and research, by consulting experts, or by simply brainstorming with others who have your best interest in mind.

7. ***Hold yourself accountable.*** Look at what you have accomplished so far and ask you what needs to be done next. It can be helpful to give yourself a manageable time line and then stick to it. Become a person *you* can count on to stay focused and on target with the goal.

8. ***Try easier. Keep your focus process free of stress!*** This point cannot be overstated. No one can force the river of thought in the mind; it will flow most swiftly where there is an easy and unobstructed pathway. So learn to introduce a playful attitude before you begin each focus session. Stay relaxed; allow spontaneity; think like a child and watch how any project can become less effortless and more fun.

A great resource for understanding the necessity and the dynamics of focus is *The Power of Focus* by Jack Canfield, Mark Victor Hansen and Les Hewitt.

To help you apply these *Eight Keys to a Laser Focused Mind*, I encourage you to check out the Life Coaching options at www.RichesWithin.com.

Joyfully yours,

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