

You're receiving this email because of your relationship with The Human Factor, Inc. Please [confirm](#) your continued interest in receiving email from us.

You may [unsubscribe](#) if you no longer wish to receive our emails.

Newsletter Issue # 17
Staying Put? How to reenergize yourself and others



THE HUMAN FACTOR, Inc.

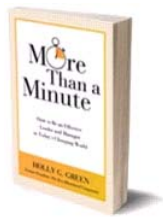
... helping companies, teams & individuals be better, faster, stronger

[View Website](#)

(858) 401-9380

Book Buzz

More Than a Minute is oh so close to best seller status on Amazon.com! But if you haven't already, **don't buy your copy just yet** - the key is driving high sales volume in a 48 hour period, **So get ready to purchase** one for yourself and one for your favorite manager or leader on **Tuesday or Wednesday, June 16th or 17th**. Don't worry, we'll remind you that week and link you to a special offer as well!



Strategic planning time is here for companies on a September year

end. Have you contacted Holly to discuss your strategic planning process and how she can help you be better, faster, and stronger? [Do it today](#) - defining winning and focusing on excellence is harder than ever in today's world of constant change and excessive noise. The Human Factor has tools, templates and processes **to help you get clear, get focused and win!**

Keynote Presentations



Do you belong to a professional organization or

In my last newsletter, I offered some tips for those of you who are in the job market. But what about those of you who are staying right where you are? Here are some ideas for you to stay energized and energize others.

- **Focus and prioritize.** Determine priorities and give full attention to what is most important; set trivial tasks aside; know what to accomplish on your own and when to involve and delegate to others. Think about not only what is most critical for your business, but also on how to keep yourself up-to-date and developing at the speed of change today. Ask yourself, of what I am doing right now, what will truly have an impact a month from now...a year from now?
- **Learn and unlearn.** Spend time evaluating what is and what is possible. Take stock of what you do know about your industry and the economic climate. Be cautious to check your understanding - just because you knew it a year ago, does not mean it is still accurate. Invest in getting better business intelligence right now. It will serve you well.

Do scenario planning to expand your brain's ability to see multiple alternatives and courses of action. Ask yourself and others "What if...?" You'll be amazed at what people can come up with if you give them a target and then ask questions to help them see it and believe it is possible. Examine and consider multiple possibilities so you are prepared to take action if an opportunity presents itself.

- **Be observant & flexible.** Try a 'spring cleaning' exercise. Note all the significant initiatives or important projects currently underway in your organization. Then rate them (using scales that make sense for you including strategic contribution, revenue contribution short and long term, etc.) and determine what you should continue doing and what you should stop doing so that you have time to devote to the things



industry group? Holly would love to speak to your group or conference.

You need real tools to thrive as a leader and manager in today's environment. Holly provides them in interactive keynotes and workshops. Contact [Holly](#) today to discuss how she can customize content to achieve the results you need.

Holly continues her travels around the globe. Check out her [calendar](#) so you can connect with her live.



Are you twittering? ...have any friends on Facebook? ...Linked In yet? ...gotten on Plaxo? ...are you getting the More Than a Minute weekly blogs? Social media is powerful and a great opportunity to do more than ever before with fewer dollars.

Connect to Holly via social media and learn even more about being a great leader and manager today!

- [Twitter](#)
- [LinkedIn](#)
- [Facebook](#)
- [Plaxo](#)
- [MTAM Blog](#)

In the News

Did you see Holly quoted in USA Today, hear her on the national NPR radio show,



The Story, or see her in another

that really matter.

- **Ask.** Talk to your manager and your direct reports and ask them what they think is really important right now. Then follow-up with "so what can I do to support you/the company in getting results in these areas?"
- **Concentrate on problem-solving.** Look around you to see what new cost savings opportunities might have arisen as things have shifted. And consider what new efficiencies must be achieved in your industry/sector as fewer companies get ready to compete more voraciously when spending resumes.
- **Take action.** Get it done. Don't delay important decisions. Make progress each day towards core goals. There is nothing worse for employees than uncertainty right now. Make tough decisions even if you don't have all the data you would like to have. You can almost always change them later, but not making them causes tremendous anxiety and a real lack of focus in your organization, draining energy and productivity.
- **Evaluate yourself.** Stop each month and measure both your personal progress as well as that towards objectives. Adjust where you have to and get moving again. For your own personal development:

Take a short view and consider:

- What can I learn from my experiences? Did I stay focused? How much progress did I make towards my destination?
- What didn't work and why?
- Knowing what I know now, what could I have done differently?
- How did I overcome any barriers?

Then take a longer view:

- How do my current competency, skill or knowledge levels compare with what they were 6 months ago?
- How are my abilities helping me get to my destination?
- Am I enjoying the journey?
- What progress over the last year or so can I feel good about?
- Which challenges keep arising?
- What underlying beliefs do I need to shift if I really want the challenges to dissolve?

In tough times like these, it is critical that you remain focused, energized, positive and innovative. Companies want to keep their best talent - not only those with the right technical skills, but those with the right social skills/emotional intelligence.

Chapter 5 in *More Than a Minute* goes into more depth on Leveraging and Learning.

publication?

Check out some of the recent press surrounding **More Than a Minute** and Holly G. Green at our [news archives](#).



Holly has been a guest on more than 30 radio shows, been quoted in numerous publications and had articles printed in more than 30 sources, both online and in print. Find out what all the buzz is about today!



Answer to last edition's **Who said this?** "Even when you think you have your life all mapped out, things happen that shape your destiny in ways you might never have imagined." Deepak Chopra

This week's **Who said this?** "When any real progress is made, we unlearn and learn anew what we thought we knew before." Find out who in the next newsletter.

View Website	(858) 401-9380
------------------------------	--------------------------------

[Please forward to 3 colleagues.](#)

SafeUnsubscribe®

This email was sent to holly@thehumanfactor.biz by holly@thehumanfactor.biz.
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe](#)™ | [Privacy Policy](#).

Email Marketing by



The Human Factor, Inc. | 12645 Picrus Street | San Diego | CA | 92129