

## Making It Happen: Shifting Your Focus from Something Else to It

See if this sounds familiar. You're trying to focus on a task at work, but **It** just won't leave you alone.

**It** seizes some significant mental real estate and prevents you from being fully present in the moment. You attempt to suppress your thoughts about **It** with countless less important activities, but **It** simply won't leave. You hope to escape being a mental hostage to **It** when you are spending time with your family or friends, but still **It** hangs around, diminishing your ability to enjoy these moments, as well.

**Its** presence, however, can most strongly be felt when you are trying to rest. You want to physically, emotionally, and mentally relax from the break-neck pace of the day, but thoughts of **It** keep robbing you of these much needed moments of sacred idleness.

"What is this all powerful **It**," you ask?

Simply put, **It** is your most "Important Thing."

Those tasks, activities, goals, dreams, and plans that are neglected almost daily in the overwhelming world of working on "something else." You don't consciously try to avoid **It**. You really want to work on **It**, whether it will take five minutes, five months, or five years, but you aren't for many reasons.

Because a funnel narrows at the bottom, all of these possibilities vie to become **It**. In other words, you only have so many hours in the day. So, without a structure or process to manage all those possibilities, you struggle to determine what is important, urgent, or unnecessary. "That's my world," you might say. "Every day is full of a million things I could do." And how you determine what actually comes out of that funnel and gets DONE may be one cause of your dilemma.

### It's time to make **It** happen!

If you are serious about making **It** happen more often in your work and life, you need to start doing 6 things every day.

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