The sample below illustrates the final product. If you wish to see the original Word document with edits in tracked changes, please email <u>alice@crealitygroup.org</u>.

Introduction

"The faster we live, the less emotion is left in the world. The slower we live, the deeper we feel the world around us." – Stanko Abadžić

This guide is for creatives who regularly work on a computer. It's for the person who's looking to make a living outside the cultural norms that define what a work day is. It's for someone who is fascinated by the possibility of designing their life while living meaningfully in a world filled with distractions.

I've read hundreds of books on positive psychology, productivity and time management. I've taken different courses and experimented with countless routines. Even though I've learnt so much, I *still remember struggling* hard with a lack of gratitude and happiness as I moved towards my goals.

So many of us, from all walks of life, have plenty of ambition. But fewer of us are able to combine our desires with an innate sense of gratitude for everything we already have. My search to make this duality between desire and self-acceptance easier led me to investigate Eastern philosophy deeply. For years, I searched for a way to merge spirituality with productivity. Gratitude with desire. And self-acceptance with an aspiration for self-improvement.

In my search, I came to realise that the quality of anyone's life will be measured by the holistic sum of the positive and negative habits they cultivate. Naturally, for this guide, I decided to hone in on the most refined habits for creating a life imbued with a synergistic balance of gratitude and productivity.

With the advancements of technology, the world has changed immensely, both for better and worse. You'll find some of the most important and easy-to-apply strategies to leverage the best out of technology while limiting it where necessary – so that you can *be more* and *do more* in this digital age.

My hope is that the experiences and insights I share in this guide will help steer your life towards a more meaningful direction for years to come. Despite your environment, you *can* design your life so that you quickly take a quantum leap towards *limitless* spiritual productivity!

See Time Differently

"The rare life that is wisely lived has in it many good habits maintained and many bad habits avoided or cured." — Charlie Munger

There are fifty-two empty chapters in a year. By focusing on improving your habits by 1-5% each week, you can gradually build a far better life. But so often, many of us underestimate the power of small adjustments in our lives and attempt to make huge changes. We then become disappointed when those changes don't work out. We make mistakes, and we experience doubts and struggles.

Yet, if you *truly* see every Monday as a fresh start to your life and focus on small changes instead, you'll be able to brush off unexpected events a little more quickly. And after repeating something close to your best week, *again and again*, continually making adjustments where fit, you'll be living closer to your full potential. You'll be avoiding the temptation of making big changes while focusing on making the tiny changes that count.

We all receive the same twenty-four hours in a day.

But when you take away eight hours for a good night's sleep, two hours for your meals and two hours for your morning and evening routines, you're left with just twelve hours.

Each person on the planet gets roughly eighty-four hours each week to shape their future. There is a simple difference between those that improve their lives and those that don't; those who do are continually iterating and perfecting the way they lead their lives.



You can paint beauty into each week.

The Fresh Start Effect: Temporal Landmarks Motivate Aspirational Behavior: https://faculty.wharton.upenn.edu/wp-content/uploads/2014/06/Dai Fresh Start 2014 Mgmt Sci.pdf.