



10 ways to...
empower
you &

grow your business

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Are you a woman in business
wanting to gain **focus & clarity**
to improve your business **success**?

Do you find there aren't
enough hours in the day?

Are you feeling overwhelmed, stressed,
and wondering what to do next?

Do you want help to get things moving again?

I can help you.



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I'm a successful business owner and entrepreneur with over 25 years experience.

I am also a Master Practitioner of NLP.

I am passionate in helping you to succeed, to create, build and sustain a profitable business and importantly to feel good along the way.

These questions will help you get some clarity. Focus and direction; self belief and confidence.

Yes, all of that is possible. For you. Today.

So, grab a cuppa and work through my 10 steps to empower you and your business.

Let's GO!



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1. Your vision.

Visualise what you want to achieve in the coming weeks and months.

Get your thoughts down on paper - get a big piece!

I use a flip chart, or you could use a mind-mapping tool such as FreeMind; this helps to sort your thoughts and you can get a good picture of your ideas and goals.

Get those ideas out of your head so you can see them!



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2. Gain clarity

If you have so many things that you want to achieve, it's helpful to break down your goals into more manageable stages and individual tasks.

By 'chunking down' your goals further into actual tasks, you will reduce the feeling of being overwhelmed. This in turn will help you to feel more relaxed and more in control.

For the exercise today, we will work on one goal at a time.

So, choose the one goal that is most important to you now and will help you and your business move forward again!



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3. Set your internal sat nav!

This will help you on your journey and set your direction.

Let's get specific on one goal at a time. Choose one.

Imagine that you have already achieved your goal. Yes, that's right, fast forward in your mind to the time when you have completed your goal.

Imagine what that will be like. How do you feel ?

What new things do you see?

What are you saying to yourself or what do you hear?

Notice what you notice. There may be some hidden insights that appear now as you are in the wonderful place of hindsight!

Then when you are ready, in your minds eye, turn and look back to where you started and see what steps were important to do first, for you to reach your goal.

Remember to write down any new information that you have discovered.

Now, come back to the present moment again, with all that additional knowledge of the future. You have just set your your own internal Sat Nav and created new neural pathways.

Now you have travelled there once, it will be easier for your brain to help you get there again. You have set yourself a new direction to help you on your journey of success.

Now smile - to let your brain know this is good for you!

Each time you smile you release the good chemicals; serotonin, dopamine, endorphins.

These help to counteract the toxic chemicals like cortisol, which we naturally produce when we are stressed.

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4. Now. Focus.

Ask yourself this question every day.

It will help you work out what's important to do next.
Step by step. And all the steps add up :)

"What is the one thing I can do right now to help me get closer to my goal?" and... 'just do it'!!

I recommend turning off all distractions!

Turn off your emails, Twitter and Facebook. Focus.

Do one thing at a time. One step at a time.

You'll feel great because you would have completed things, not just started 5 things and nothing's finished!

Being task focused one by one is the new way forward to getting #results.

Multi-tasking is so last decade! Focussing on one thing is the hot topic in corporate and business training right now.

Focus is the new F-Word!



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5. Take more action.

Repeat Number 4 daily to see your results -and smile!

By taking action you will learn so much more than just thinking about it!

If you are implementing something new, you will find out what your prospects and clients think once you present your ideas to them.

If you're stuck, please do get in touch. This is why many clients call me their secret line manager - I clarify their next steps for them so they keep moving.

We diarise focus follow up calls to discuss their progress on their action points. They love this accountability again and find they are able to do so much more, and their businesses grow.

Just as yours will by taking consistent action.

Watch things grow!

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6. Define Your Success.

Monitoring your activities is key. Otherwise how do you know if you're being productive?

Work out what's really worked for you this year so far and build on that:

- is it networking or joining online forums?
- was it your email campaign and being on your favourite social media platforms?
- have you attended client meetings to nurture relationships?

What are the key activities that have worked for you and brought in new business?



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7. Repeat what works

Do more of what works for you.

By analysing your activities and success as in #6 will give you a clear picture of what you can do more of to get more successes.

You may discover that although you are spending lots of time on an activity you aren't actually seeing many results.

So, change it!

You may also see that actually, it's time to stop doing some things. Free yourself from these tasks. Outsource or ditch them altogether.

You will gain time this way.



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8. De-clutter your office and environment.

Treat yourself to a tidy desk and spruce up your office. File away those papers or bin them!

Maybe buy some new boxes and files for storage in the same colour as your company colours, brand your office!

Build your empire - I found some paint called Amber Spirit!



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9. Now let's declutter your mind.

I wonder if there is something you really want to do, but for some reason you're not doing it.

It may be because you don't have the skills yet, but I can imagine it's probably something you can do, you're just not doing it because of a limiting belief. They get in the way don't they! So, just before you go, I invite you to identify and change a limiting belief if you have one, and feel the benefits it brings. (After all, it's a woman's prerogative to change her mind, isn't it ☺).

So, first, think of something you currently believe to be true about yourself, although by doing so may irritate you or hold you back from doing something that you want to do.

Take a moment to think about this.

Well done. I congratulate you for identifying your limiting belief and for being honest with yourself.

Now ask yourself, what if it wasn't true?
What would that do for you?

Just allow yourself to imagine that as it's not true any more from this moment now and going forward what can you see happening in your business? What new opportunities will that create for you? What will that do for you?

If you like, write down all the things that you can do now you have this new belief. Good.

May I ask, how do you feel now you have this new belief of yours? Want to keep it? Of course you can! You and your business will thank you for it.

Well done. I'm cheering you on from here and sending you a big hug. Well done. Mwah xx

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10. Get connected.

Spruce up your Social Media.

Are you on Linked In, Twitter and Facebook?

Certain to put a spring in your business development steps.

Connect online with people in your networks, find out what they're interested in, share your knowledge and expertise.

Listen, connect, engage.
Ask questions.

well done & congratulations!

You have successfully identified ways to empower yourself that you can implement immediately, and will help you grow your business.

Step by step, day by day. It will all add up.

I'm of course here to help you if you need me.
I would love to hear from you.

Go on, do drop me a line and tell me what happened; how you've got on, did you find these easy to do or did you struggle a bit with a few of them? I'd love to hear about the results you're getting.

Please get in touch jojames@amberlife.com or give me a call on 07968 016585

To help you continue to take action, look out in your inbox on a Monday where I'll share with you more fabulous top tips to help you grow your business.

Looking forward to getting to
know you!

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