

# Habit-Building

## EISENHOWER MATRIX

Urgent

Flexible

### Positive Habit

- Daily short exercise session
- Prioritizing healthy meals
- Set daily time for focused work
- Practice a new skill regularly
- Express gratitude or journaling

### Vital But Flexible

- Learn a new language
- Maintain household chores
- Network with industry peers
- Regular professional development
- Reply to non-urgent emails

### Distraction (Distracting Habit)

- Mindless social media scrolling
- Engaging in online arguments
- Watching too much news
- Checking email or notifications too frequently
- Multitasking ineffectively

### Negative Habits

- Engaging in negative self-talk
- Excessive caffeine or unhealthy snacks for energy
- Procrastinating on important tasks
- Staying up too late needlessly
- Comparing yourself negatively to others

Positive Effect

Negative Effect



# Advanced Habit Building

**Jin-Ying Zhang**



## **Advanced Habit Building:**

## **Advanced Habit Building** Book Review: Unveiling the Power of Words

In a world driven by information and connectivity, the power of words has become more evident than ever. They have the capacity to inspire, provoke, and ignite change. Such is the essence of the book **Advanced Habit Building**, a literary masterpiece that delves deep to the significance of words and their affect our lives. Written by a renowned author, this captivating work takes readers on a transformative journey, unraveling the secrets and potential behind every word. In this review, we will explore the book is key themes, examine its writing style, and analyze its overall affect readers.

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