



THE ENTREPRENEUR'S GUIDE TO PRODUCTIVITY

A 5-STEP DAY PLANNER



Focus on "output" rather than "activity" or "input".
You can do the task, but measure the results to
see what's really important. That way, time is spent
on what generates the greatest return.

Ask, "What's the most you can do with the time
you have available? What's the most you can do
with the resources you have?"

Eight points.

1. **Set clear goals.** You can't measure output
without clear goals. Set them, and then
measure the results.
2. **Identify your resources.** You can't
measure output without resources. Identify
what you have available, and then
measure the results.
3. **Monitor your progress.** You can't
measure output without progress. Monitor
your progress, and then measure the results.

STEP 3

FOCUS ON RESULTS.

Entrepreneurs are often focused on the idea of "activity" or "input".
That's because that's what it is. Most entrepreneurs spend time and effort
on tasks, but focus on the output. That's what's important. That's what
entrepreneurs do to grow their businesses, increase their revenue, and achieve their
goals.

Key takeaways:

The 80/20 rule (also known as the Pareto Principle) is an important concept for entrepreneurs. It states that 80% of the results come from 20% of the effort. This principle applies to many areas of business, including sales, marketing, and operations. By focusing on the 20% of activities that produce 80% of the results, entrepreneurs can achieve success more quickly and efficiently.



The Pareto Principle, also known as the 80/20 rule, is based on the concept of "value".
The principle states that 80% of the value of a system is produced by 20% of the
inputs, and 20% of the value is produced by 80% of the inputs. This principle can be applied to
many areas of business, including sales, marketing, and operations.

For entrepreneurs, the 80/20 rule means that 20% of your time and effort produce 80% of your
results.

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Sebastian Brünink

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