

Book Recommendations:

Summary Station - (on Audible) for book summaries to see if the book meets your expectations and will contribute to your goal at this point in your growth.

Change Your Questions, Change Your Life - Marilee Adams

Exactly What to Say - Phil M. Jones

Exactly What to Say: For Real Estate Agents - Chris Smith

Fierce Conversations - Susan Scott

QBQ! The Question Behind the Question - John Miller

Questions That Sell - Paul Cherry

Good Leaders Ask Great Questions - John C. Maxwell

Secrets of Question Based Selling - Thomas A. Freese

Questions Are the Answer - Hal Gregersen

Ask Powerful Questions - Will Wise

7L: The Seven Levels of Communication - Michael J Maher

The Slight Edge - Jeff Olson

Fanatical Prospecting - Jeb Blount

Do It Now: Overcoming Procrastination - Fuschia Sorois

Ninja Selling - Larry Kendall

Spin Selling - Neil Rackham

The 6 Habits of Growth - Brendon Burchard

Built to Last - Jim Collins

Start with WHY - Simon Sinek

The Confidence Gap - Russ Harris

Traction - Gino Wickman

The 12 Week Year - Brian P. Moran

Get a Grip - Mike Paton

The Entrepreneur Roller Coaster - Darren Hardy

How to Talk to Anybody, Anytime, Anywhere - Chris Widener

Relentless From Good to Great to Unstoppable - Tim Grover

Books to help you with:

Getting Things Done:

The 10X Rule - the one thing that will guarantee that you will get what you want in amounts greater than you ever thought imaginable. It can work in every area of life— spiritual, physical, mental, emotional, familial, and financial.

Procrastination:

Eat That Frog - Brian Tracy

Get Out of Your Own Way - Philip Goldberg

The Now Habit - Neil Fiore

Atomic Habits - James Clear

The Procrastination Equation - Piers Steel

Getting Things Done - David Allen

MindSet:

Hyper Focus - How to be more productive in a world of distractions - Chris Bailey

High Performance Habits - How Extraordinary People Become That Way - Brendon Burchard

Psycho-Cybernetics - Tap into the power of your subconscious mind - Maxwell Maltz

Build a Morning Routine:

The Miracle Morning - The not-so-obvious secret guaranteed to transform your life before 8 AM
- Hal Elrod

My Morning Routine - How successful people start every day inspired - Benjamin Spall

The 5AM Club - Own your morning Elevate your life - Robin Sharma

Talking to People:

The Art of Persuasion - Winning without Intimidation - Bob Burg

Emotional Intelligence - Why it can matter more than IQ - Daniel Goleman

Communication Skills:

Crucial Conversations - Tools for talking when stakes are high - Covey

Nonviolent Communication - Find common ground with anyone, anywhere, anytime - Marshall Rosenberg

How to Win Friends and Influence People - Dale Carnegie

Talk Like Ted - The 9 public-speaking secrets of the worlds top minds - Carmine Gallo

Never Split the Difference - Negotiating as if your life depended on it - Chris Voss

Bounce Back from Failure:

Failing Forward - Turning mistakes into stepping stones for Success - John C Maxwell

The Power of Resilience - Achieving Balance, Confidence and Personal Strength in your life - Robert Brooks

The Upside of Stress - Why stress is good for you and how to get good at it - Kelly McGonigal

Resilient - How to grow an unshakable Core of Calm, Strength, and Happiness - Rick Hanson

Option B - Facing adversity, building resilience, and finding joy - Sheryl Sandberg

The Gift of Adversity - The unexpected Benefits of life's difficulties, setbacks, and imperfections - Norman Roenthal

The Four Agreements - A practical guide to personal freedom - Don Miguel Ruiz

Gary Keller quotes

[Quotes by Gary Keller \(Author of The One Thing\)](#)

Success demands singleness of purpose.

You need to be doing fewer things for more effect instead of doing more things with side effects.

It is those who concentrate on but one thing at a time who advance in this world.

Passion for something leads to disproportionate time practicing or working at it. That time spent eventually translates to skill, and when skill improves, results improve. Better results generally lead to more enjoyment, and more passion and more time is invested. It can be a virtuous cycle all the way to extraordinary results.

The ONE Thing shows up time and again in the lives of the successful because it's a fundamental truth.

More than anything else, expertise tracks with hours invested.

The pursuit of mastery bears gifts.

When people look back on their lives, it is the things they have not done that generate the greatest regret...People's actions may be troublesome initially; it is their inactions that plague them most with long-term feelings of regret.

Make sure every day you do what matters most. When you know what matters most, everything makes sense. When you don't know what matters most, anything makes sense.

Success is actually a short race—a sprint fueled by discipline just long enough for habit to kick in and take over.

Long hours spent checking off a to-do list and ending the day with a full trash can and a clean desk are not virtuous and have nothing to do with success. Instead of a to-do list, you need a success list—a list that is purposefully created around extraordinary results.

To-do lists tend to be long; success lists are short.

One pulls you in all directions; the other aims you in a specific direction. One is a disorganized directory and the other is an organized directive. If a list isn't built around success, then that's not where it takes you. If your to-do list contains everything, then it's probably taking you everywhere but where you really want to go.

you can become successful with less discipline than you think, for one simple reason: success is about doing the right thing, not about doing everything right.

If everyone has the same number of hours in the day, why do some people seem to get so much more done than others? How do they do more, achieve more, earn more, have more? If time is the currency of achievement, then why are some able to cash in their allotment for more chips than others?

The answer is they make getting to the heart of things the heart of their approach. They go small. Going small is ignoring all the things you could do and doing what you should do. It's recognizing that not all things matter equally and finding the things that matter most. It's a tighter way to connect what you do with what you want. It's realizing that extraordinary results are directly determined by how narrow you can make your focus.