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## ੴਸੀਂਤਗੁਰ ਪ੍ਸਾਦਿ॥ ਸਤਿਨਾਮੁ ਸਰਬ ਕਲਿਆਣ ਟਰੱਸਟ (ਰਜਿ:)

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## Plan yourself for success

Success in life has many facets. There are inherent, natural, genetic and environmental factors which contribute to it. Our values, beliefs, expectations, goals, planning, drives and efforts are some of the tools which clear the passage to success.

Planning is mandatory for success. Fail to plan and you plan to fail. Planning is difficult but it always helps in targeting your goals. The following few steps of planning need your careful reading.

- 1. **Vision statement:** Fix your aim in life. Identify short and long term goals. Achieving academic, professional and spiritual excellence with various shades of life is a simple vision statement. Pursuing your vision with dedication will become your mission. The earlier you fix your goal the better it is.
- 2. **Weaknesses and virtues:** God has blessed us with virtues. Always be grateful to the almighty for everything from mind, body, soul, parents, friends, environment, nature etc. You have tremendous amount of energy and talents. Make optimum use of your virtues for success. Overcome your weaknesses one by one and tone up yourself for success. Change your attitude and your life will be changed.
- 3. Work with time schedule: Plan your day every morning with prayers and do introspection in the evening. Important things first and less important things later. Make your time table for the day, week and the month. Divide your work in time slabs according to your goals. Equip yourself with all the details and requirements to achieve your goal. If you decide before hand how to do your work, you will not face much difficulty in executing it.
- 4. **Evaluation and Introspection:** It is very necessary to evaluate your progress of work from time to time. You will be able to know the difficulties and the means to overcome these in reaching your goals. Do not feel shy of getting guidance from your parents, teachers and guides in executing your plans. Your assessment will give you energy and strength to work more vigorously.

Honest efforts are required to make programs and taking them to final ends. Your confidence in yourself, motivation to success and putting in your hundred percent in your work will hold you to accomplish your goal.

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