

100 Day Challenge

100 Ways in 100 Days



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MOTIVATE ME!

The 100-day challenge: 100 ways in 100 days

Would you like to get more out of the next 100 days?

We may feel that we are doing OK on the goal setting stakes, but how are we realistically on the goal “achievement” stakes?

Most people set goals that are 1 year, 5 years and sometimes even 10 years down the track. Is it any wonder we can be forgiven for not remembering to work on our goals over that huge expanse of time? The 100 day challenge focuses your attention on these long term goals – BUT – into 100 day blocks of time. What can you achieve in 100 days? Well you would be surprised at how much you can achieve in 100 days – and we do that by focusing our attention on 100 single days.

We can't put off until tomorrow, because the challenge is all about TODAY.

What can you do TODAY to get the most out of the next 100 days?

The following 100 suggestions are exactly that – suggestions on how you can use the 100 day challenge more effectively.

Use one suggestion; use them all, it's up to you. But you can make massive changes to your life one day at a time.

Are you ready?

Then let the challenge begin.

Elle



What you will receive:

You will get 2 files, one is a PDF for printing, the other is an editable word document “the workbook”. In addition to the workbook, there is a report on how to set realistic goals, one of the original 10 week training programs and the 100 ways in 100 days e-book. All you have to do is give Roz your email address and she will give you the code to get access to the files.

Starting next week, you will also have access to a 10 week email program. Every 10 days I will send out some additional help and suggestions – you can ask questions and I will do my best to help you.

You will also receive my signature email newsletter “the Daily Dose of Motivational Medicine” – don’t panic it doesn’t actually come out every day, just often enough to give you a motivational boost. This is currently read by several thousand people across 30 countries.



100 Ways in 100 Days - Money:

- 1) Pay cash for everything for 100 days. You will be surprised at how reluctant you are to part with the money.
- 2) For 100 days - don't take your wallet with you during lunch breaks – that way you cannot be tempted with impulse purchases.
- 3) Save \$1 a day for 100 days. Every day put \$1 into a jar and don't touch it. At the end of the 100 days take the \$100 and choose an activity from your “bucket list” and organize it. Those items you said you would do, when you get the money. Well in 100 days you will have \$100 to do just that... book a flying lesson, whitewater rafting adventure, bungee jump or laps in a V8. Preferably not clothes or “stuff” but an experience. Things we never do because we don't think we have the money.
- 4) Budget – go through your budget line by line. What can you get rid of? Where can you make savings? Keep a very close lid on what you spend in the next 100 days.
- 5) Buy nothing new for the next 100 days and with the exception of food, toiletries and essential items such as medications – don't buy anything new or 2nd hand. Use what you have already. Make a note of everything you think you want, then at the end of the 100 days review your list, do you still want it?

100 Ways in 100 Days - Work / Study:

- 6) Set your alarm 5 minutes earlier than normal. This is a great idea if you are always in a rush
- 7) Lay out your clothes the night before – why worry about what you are going to be wearing when you are half asleep. Work it out, then lay it out the night before. This is also a great time saver, so get into the habit of prepping tomorrow, today.
- 8) Pack any bags you need for the morning – the night before. This is great if you have gym gear to remember, going out with mates after work and would like a change of clothes or even sleep over stuff. Pack it the night before then you don't have to worry about forgetting socks, towels and undies when you are tired and rushing around in the morning.
- 9) For the next 100 days, organise breakfast, lunch and snacks the night before. You save money, you save yourself the stress of having to find stuff and you save yourself a stack of calories if you know exactly what is in what you are eating. I keep things such as small tins of tuna and crackers at work – it may sound boring – but it's cheap and convenient.



10) Public transport users, for each journey during your 100 day challenge, take a book with you. You all have studying to do, use the enforced down time as study time.

11) For the next 100 days make sure you keep your desk clean. Clutter leads to procrastination. How much time do you spend looking for something because it's hidden by other things. Keep your workspace clutter free for 100 days.

12) Earplugs – if you need to study / concentrate, earplugs are a godsend. Did you know that for every distraction it takes another 8 minutes of uninterrupted time to get back to the same level of concentration you were at BEFORE you were interrupted? Is it any wonder you may not feel like you are getting anything done! So for the next 100 days keep the distractions to a minimum and get more done.

13) Improve your study time over the next 100 days. A simple thing – but - Turn away from your computer screen if you need to read something or concentrate on something important. Remember the point above – don't get distracted if you need to work / study during the next 100 days (and after of course).

14) Turn off all chat programs for the next 100 days while you are studying / working. Just because your friends want to waste their time, don't allow them to waste yours as well. Don't confuse work / study time with social activities and keep the distractions to a minimum.

15) Use a time log to make a note of how much time you spend on an activity. Keep this for 10 days – over the course of the 10 days see just how you spend your time, then ask – am I happy about that or are there some small changes I can make? You can download a copy of a simple time log at - <http://www.motivateme.info/downloads-and-free-stuff>

16) For the next 100 days I would like you to do the important stuff first. Pay your bills, deal with paperwork, write your assignments. We all tell our kids to “do your homework” well for the next 100 days practice what you preach – work first, play time after.

17) For 100 days don't procrastinate over what you think may be a difficult task. In fact, start by getting your difficult calls / emails / jobs completed first. Most of the time they are nowhere near as bad as you think they are going to be – but we can and do procrastinate over these things, so get rid of them so you can focus on the more important tasks and jobs.

18) Re-connect with one person a day during each working day of the 100 day challenge. This is essential if you are in business – find out why an old client no longer uses your services, if you don't ask for feedback how are you going to improve?

19) Assignments – if you have some to do, aim to get them in at least 1 day early for the next 100 days.



20) This one should not need saying, but I am going to anyway. For the next 100 days, do not deal in double standards – ever. If you are a supervisor / manager / business owner you will have people looking up to you – so always make sure you are above reproach in your dealings with others.

21) Over the next 100 days I want you to focus on what you need to do. Do not multi-task. Deal with each item only once. If you read an email then deal with it immediately. Note: If you are deleting things that no longer interest you, unsubscribe – don't clutter your inbox. Clear the clutter over the next 100 days. 2nd point to this one – if the response is going to take longer than a couple of minutes to do, then schedule the item into your calendar. Make these appointments with yourself and then keep them.

22) Every evening for the next 100 days, clear your desk. Put things away so you don't have to worry about searching for things in the morning.

23) Create a space where you won't be disturbed. If you are studying, your study is your "job" so treat it with professionalism. For the next 100 days pretend it is the most important part of your life, and don't let other people's issues and agendas get in the way. If your friends are going out to party and you have an assignment due, tell them you'll be there as soon as you've finished...

24) Do more than is expected of you for the next 100 days.

25) As you clear your desk every evening for the next 100 days, make a note of all the jobs you need to do "tomorrow". I write myself an email, in effect creating an online task / to do list. Once you have added everything you need to do, check your calendar make sure you know what appointments you have and add these to the email. Then send the email to yourself. You will never have to worry about forgetting to do things again if you use this technique.

100 Ways in 100 Days - Travel:

26) Have 2 of every essential item. If you are like me and spend a fair bit of time on the road, have a home set and a travel / go with you set. Toothbrush, toothpaste, deodorant, "girl things," brush, toiletries, makeup etc etc.

27) Always leave yourself a spare five minutes – just in case. Think road works, break downs and accidents which can clog up your journey. Once you get to the destination or for example the airport, use the time to work on your next set of plans / goals etc. Or if you have work to do you now have some extra time fo do it.

28) Is it cheaper to car share / use public transport – work out the best transport options for you over the next 100 days.



29) Over the first 5 days of the 100 day challenge, de-clutter your bags – what are you carrying with you? Work to pare down what you carry to absolute essentials. If you haven't used it – why do you take it with you?

100 Ways in 100 Days - Mind / Body / Soul:

30) Every day de-clutter one area – wardrobe, socks, undies, books, CD's, books – aim to discard 100 items in 100 days.

31) Over the next 100 days get into the habit of carrying a notebook and pen with you for those flashes of inspiration – books, articles, business ideas. Yes you could use a laptop or electronic device, but they don't boot as fast as a piece of paper and a pen. Take one of these ideas and during the course of the challenge, create something that will bring you extra income.

32) Emails - for the next 100 days only check your personal emails once a day – we are all time poor – and you can waste a huge amount of time each and every day just by having your email open. Set yourself a designated time and once you have dealt with anything that is urgent, switch it off again.

33) For 100 days I would like you to turn off the television and record only those programs you cannot live without seeing. When you do watch them after you've done your "homework" you can fast forward through all the ads. It always amazes me just how little program there is compared to the drivel of the advertising. This can and does save a huge amount of time we can put to good use elsewhere. For 100 days get into the habit of selective television watching.

34) Learn to de-stress your mind over the next 100 days. You can do this in just a few minutes each day. Find a quiet / safe place, shut your eyes and slowly stop thinking about the stuff you are "worrying" about. Focus entirely on your breathing. Feel it fill your body with energy, breath in, hold, breath out. Set your alarm for 5 minutes and just recharge your batteries. This is a great habit to get into especially as most of what we worry about never happens.

35) Use your manners properly for the next 100 days. This one should go without saying, but we can sometimes be guilty of forgetting to use our manners. Say please and thank you, and be polite to those people who serve you.

36) Read 1 (one) chapter a day from a book that isn't related to your course of study for 100 days. That can equal a lot of books over the course of the 100 days of the challenge. And don't feel guilty about "wasting" time – I do mine when I am on the static bike at the gym, or in the last few minutes before I turn out the light and settle down to



sleep. I find that reading something light or positive helps to remove the negativity that may have accumulated throughout the day and helps me to sleep better.

37) Over the next 100 days I would like you to think about doing 1 (one) good thing for another person each day. Hold open doors, smile, or make someone a cup of tea – doesn't have to be big. You'll be surprised at good it makes you feel, and believe it or not what good things come back to you as a result.

38) Wear something you haven't worn in a while every day for 100 days. It could be under garments, outer garments or accessories – we can all be guilty of wearing the same things, so mix it up a little and re-define your style. Yes gents this one can also apply to you.

39) Sleep – turn off your electronic devices at least half an hour before going to bed. Create a nightly ritual that says, that was work / study, this is home / rest time.

40) For the next 100 days make your bed when you get up in a morning. If your bedroom looks like a tip, over the first 10 days ensure you clean it. Give yourself a place to look forward to at the end of each day. Make sure your personal space is a pleasure to be in.

41) Sleep – aim for 6 – 8 hrs a night for the next 100 days. You can't work well if you don't rest well.

42) Say only nice things to people and about people for the next 100 days, and that includes what you say to yourself. Do not use negative words.

43) Have 1 (one) night off every 10 days. That means it will be a different night each time. Tuesday one day, Friday the next. And do something "different". If you have been working hard for 10 days and 9 nights, you need some down time – take it and recharge your batteries.

44) For the next 100 days write your to – do list at the end of each day – what do you need to do tomorrow? I write myself an email and send it to myself so it is waiting for me first thing in the morning. It saves me having to remember.

45) In a small journal or notebook, write down 5-10 things you are grateful for every day for 100 days. Focus on the positive rather than the negatives in life.

46) Smile – the benefits of smiling and laughing are many. If you can't find anything to make you smile every day for 100 days invest in a good joke book or find one on the web. Failing that clamp a pencil between your teeth lengthwise so it sticks out across your cheeks, believe it or not you will feel so ridiculous you will have to smile. Actually it forces your mouth into the right position and that may be just enough to lift your mood.



47) Read autobiographies – choose 1 person you admire then find and read their autobiography during the 100 days. Remember your public library has a section if you don't have any at home. Make notes, what worked, what didn't? How can you incorporate those things into your life and your world?

48) Do something just for you for about 10 minutes every day for the next 100 days. Read a trashy mag, paint your nails or play 10 minutes of xbox – but just 10 minutes and try and do something different every day and look forward to it. You might like to save this until the end of the day, or straight after lunch to give your mind a break... up to you.

100 Ways in 100 Days - Exercise:

49) Walk for half your lunch break every day for the next 100 working days. You eat less and you are well on your way to finding 30 every day.

50) Exercise daily for 100 days, that is rain or shine – no excuses and this is in addition to your lunch time walking. One lady climbed stairs for 10 minutes 3 x a day. In 100 days she lost 6 kilos, and the pain she had suffered from an arthritic spine stopped. I've lost 11 kilos since January 1st and one of the ways I was able to do that was by exercising 3 x a day for 30 minutes each time. 6am, noon and 6pm. A morning walk to wake up my body 5 days a week, 2 x group training sessions the other 2 days. Lunch time walks to stop the slumps, 1 evening I have a personal training session and the other exercise is anything from walking to gym sessions... I'd like to go back to dance classes, but don't have the time at the minute – and walking is quick not to mention cheap.

51) Choose a new activity, or an old one you used to enjoy and for some reason stopped doing and see how many times you can fit it into the next 100 days.

52) For the next 100 days set your alarm to go off every hour during your working day. Get up stretch and go for a minute walk around your home, office, walk up and down a flight of stairs. And while you are at it go to the kitchen and drink a glass of water.

53) Aim for 3 weights sessions every week during the 14 weeks of the 100 day challenge.

54) Every 10 days go for a long walk of about an hour. Don't take music or walk with anyone else. Dogs are allowed ☺ Walk and let your mind empty of the chatter it carries around with it all the time. My long walk days are more frequent, either a Saturday afternoon or Sunday morning. Sundays you will find me in Kings park enjoying the parkland, and the Kokoda Track, Jacobs Ladder which sits just outside the park and of course the DNA tower. Let me know if you want to join me.



55) For the next 100 days no-one is too old, too young, too busy or too “injured” to exercise. Exercise is a mindset that says, health is important to me. So – no excuses for the next 100 days, we work out our schedule and we fit more movement into our days. It’s been said that Australia has become one of the fattest nations on earth with 1 in 4 people overweight or obese. In 100 days you can begin the process of trimming fat, boosting muscle and self-esteem. Who doesn’t want to look better in clothes?

100 Ways in 100 Days - Food / Drink / Health:

56) For the next 100 days always do grocery shopping with a list – don’t buy what you don’t need.

57) See how many days in the next 100 days you can live off the foods you have already bought that are sitting in cupboards, freezers and fridges. Only buy essentials.

58) After you have worked your way through your cupboards, for the remainder of the 100 days, put your fridge / cupboards on a diet. Don’t buy rubbish or pre-packaged foods, go for the healthier options.

59) For the next 100 days don’t be a brand slave – if a different brand is cheaper – then buy it. I tend to buy Lemon Pepper Tuna – to be honest I’ve tried a lot of the other styles and every brand, and the Lemon pepper one is the most consistent. Oh and did you know that generic headache tablets contain exactly the same ingredients as the branded versions (I used to work in pharmaceuticals – and they are going to hate me for telling you this). If you use Paracetamol – go to Greg’s and ask for Panamax – 100 tablets for \$2 – same as “insert brand name” you just get more for your money.

60) Try a new food / flavour every day for 100 days. Never tried green tea? How about figs? Don’t turn up your nose at anything. Open your mind to taste.

61) Don’t buy or eat junk food for the next 100 days. It’s expensive for what it is. Remember the earlier sections – organise your lunches / snacks the night before.

62) If you drink alcohol try to see how many non-alcohol days you can get into the next 100 days.

63) Drink 1 (one) cup or more per day of Green Tea for next 100 days. If you really don’t like the taste add it to a black or herbal tea and steep together for a couple of minutes. The benefits of green tea are enormous; take advantage over the next 100 days.

64) No soft drinks for 100 days. I don’t know what scares me the most, the amount of sugar in the “normal” stuff or the chemicals in the diet versions. If you do drink either



version try swapping for soda or plain water for 100 days. You'll save money, calories and probably get a slew of health benefits as a direct result.

65) Don't drink fruit juice. Eat the real stuff, avoid the extra sugars and get the benefits of the fibre you don't get from the liquid versions.

66) For the first couple of days of the 100 day challenge, I would like you to have a look at your portion sizes. Do you know what a real portion of protein is? How about fruit? We can all be guilty of overeating at times, so take the opportunity to get your portion sizes under control – and you'll probably lose weight and gain other benefits as a result. Since losing the 11 kilos this year my blood pressure has gone down from needing blood pressure tablets back to the healthy range where I don't. And that's just one of the benefits I've gained by keeping my portion sizes under control.

<http://www.drawthelinewa.com.au/default.aspx?MenuID=23>

67) Take a good multi-vitamin every day for 100 days. Even if you think your diet is good you may be missing some important minerals.

68) For the next 100 days, drink at least 2 Litres of water per day. Add more if you are exercising or sweating a lot.

69) For the next 100 days NEVER eat in front of the TV, Video, Computer or DVD player. You would be amazed at how many extra calories you will consume by multi-tasking these 2 items. Food is supposed to be a pleasure – enjoy it, slow down the process of eating and taste whatever it is you have cooked for yourself. Experiment with flavours, textures and ingredients.

70) For the next 100 days, eat from a smaller plate to help control portion sizes.

71) For the next 100 days don't eat / buy those things that you know de-rail your weight loss goals.

72) In conjunction with the point above. If you find yourself craving foods during the 100 days make a note of them. Then once a week – have a cheat meal. Not a cheat day, just one meal where you can indulge your senses in whatever your mind said it wanted. Believe me when I say this, the mind can and does get bored with the tricks when it starts to get the rewards once a week. By the end of the 100 days even your cheat meal will be under control.

100 Ways in 100 Days - Home:

73) Clean 1 (one) thing a day for 100 days. I recycled / threw away / gave away 100 groups of things in 100 days at the end of 2010 as part of my challenge to de-clutter my house. See the pictures at - <http://www.motivateme.info/discarding-100-things/> so use

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<http://www.motivateme.info>



the next 100 days to tackle one area / item a day. A friend of mine worked out he had 53 drawers in his house and over the course of 100 days he went through and sorted them all.

74) Fix 1 (one) thing that needs fixing a day for the 100 days. Replace buttons, light globes, sew hems and all the other silly little jobs we say we'll do one day. Well aim for 1 a day for 100 days.

75) Put it away – for the next 100 days if you take it out, put it back. If you take it off, hang it up or put it in the laundry. Most of us don't have a maid, so why should we expect others to clean up after us? For the next 100 days clean up after yourself...

76) Paperwork – Over the next 100 days (and given that it is tax time coming up) spend 10 minutes a day going through the paperwork. This challenge will come to an end at the end of September so if you are habitually late with your paperwork, this can and will help.

100 Ways in 100 Days - Goals:

77) Spend some time every day doing something that will benefit your long-term future. Research job openings, find out what it will take to start your own business, save 10% of everything you earn and invest it.

78) Be specific – for the next 100 days, be specific in your actions and your speech. Don't say I want to lose weight; I want to make more money. How much weight? How much money? How are you going to do it? Work out your action plan based on your new way of thinking and speaking.

100 Ways in 100 Days - Relationships:

79) For the next 100 days make sure you spend time with your significant other every day. Re-connect, touch base, share stories – but have a “rule” that says – if you have “homework” that will be done afterwards. And try not to make it a gripe and groan session.

80) For the next 100 days, make it a point to give praise and approval to those who deserve it.

81) For the next 100 days ask (especially kids) what was good about today? Make active listening a big part of what you do.

100 Ways in 100 Days - Time Management:



82) Every day for the next 100 days make a point in asking yourself – is what I am doing the best use of my time? If it isn't then stop doing it and do those things that are.

83) Re-read this list of suggestions every day during the 100 days, ask – what else can I incorporate into my day to get more out of every day?

84) Over the next 100 days create a to-do list. Then make sure you stick to it. I will not waste money on SMS or Facebook. I will turn off the television. I won't wait until the last minute to do my assignments.

85) For the next 100 days turn off your mobile phone when you are at home... unless you are needed for an emergency that is. We are so connected to the grid these days we don't have any off time. Create space for yourself.

86) For the next 100 days batch cook dinners and freeze portions for use later on in the week.

87) For 100 days think 2 days ahead when it comes to food – eg., boil 6 eggs you can use for breakfast.

88) For 100 days make sure you do your laundry – don't wait until you have run out of clothes.

89) Invest in a slow cooker. Prepare your food in a morning and for the next 100 days you will come home to cooked dinners.

100 Ways in 100 Days – Action steps

90) For the next 100 days, stop multi-tasking; do one thing at a time without distractions.

91) For the next 14 weeks, conduct a review of each week. During your weekly review, answer the following:

- What did you accomplish?
- What went wrong?
- What went right?

92) Make a list of all of the commitments and social obligations that you have in the next 100 days. Then, take out a red pen and cross out anything that does not truly bring you joy or help move you along the path to achieving your main life goals.



93) Use your workbook and keep track of what you have accomplished during each day for the next 100 days. How can you do better tomorrow?

94) For the next 100 days act confidently. What would you do if you knew you couldn't fail?

95) Over the course of the 100 days set up / find and join a mastermind group. The rich and successful do it, so why not us?

96) During the first 10 days of the 100 day challenge, I challenge you to find a mentor or coach for each major area of your life. It's not just limited to sports but everything – and something else the uber successful do. Get a style coach, life coach, voice coach, writing coach etc.

97) Rest only as long as you need to during the next 100 days. Don't say "I'll do that tomorrow" – give yourself a head start on tomorrow and get it done today.

98) Do 1 thing brilliantly every day for the 100 days. Sign your work with pride.

99) Once you have completed the first 100 day challenge which will be during September. Remember this – you will never have to set new year's resolutions again – if you use this process to work on yourself and your goals. And did you know, starting 22nd September – there will be just 100 days left in the year, so why not join me and get a head start on next year.

100) Enjoy the process of change.



Thank you for making the commitment to the 100-day challenge. If you are like most people, there will be days that went well, and other days when you just felt like stopping. But you made it.

So, are you ready to make a commitment to your lifelong journey and start all over again?

I hope so

With much appreciation for the hard work you have put into making your dreams come true.

Elle

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