

# Focus

"Where am I headed?" you ask yourself. You ask this question every day. Guided by this theme of Focus, you need a clear destination. Lacking one, your life and your work can quickly become frustrating. And so each year, each month, and even each week you set goals. These goals then serve as your compass, helping you determine priorities and make the necessary corrections to get back on course. Your Focus is powerful because it forces you to filter; you instinctively evaluate whether or not a particular action will help you move toward your goal. Those that don't are ignored. In the end, then, your Focus forces you to be efficient. Naturally, the flip side of this is that it causes you to become impatient with delays, obstacles, and even tangents, no matter how intriguing they appear to be. This makes you an extremely valuable team member. When others start to wander down other avenues, you bring them back to the main road. Your Focus reminds everyone that if something is not helping you move toward your destination, then it is not important. And if it is not important, then it is not worth your time. You keep everyone on point.

## Action Items for This Theme

When you set goals, discipline yourself to attach timelines and measurements. These will provide regular proof that you are indeed making progress.

Take the time to write down your goals and refer to them often. You will feel more in control of your life this way.

Seek roles in which you are asked to function independently. With your strong Focus theme you will be able to stay on track with little supervision.

Be sure to tell your manager your mid-term and short-term goals. This might well give your manager the confidence to give you the room you need.

Your greatest worth as a team member might be to help others set goals. At the end of each meeting, take responsibility for summarizing what was decided, for defining when these decisions will be acted upon, and for setting a date when the group will reconvene.

Identify your role models. Write down in detail why you want to focus your career toward similar kinds of achievement.

Be ready to:

Allow others to think, act, and talk less efficiently than you do. Sometimes their "detours" will lead to discoveries and delights.

Stretch your goal-setting beyond work. If you find yourself becoming too focused on work goals, set goals regarding your personal life as well. These goals will give weight to your personal priorities and thereby help restore balance in your life.