

# One Small Step Can Change Your Life

Book Summary  
http://itemind.com

### 8. Identify Small Moments

- cultivate awareness
- seize small moments
- be grateful
- relationships
- instead of big patterns shows that you care
- talk about small moments

### 7. Bestow Small Rewards

**optimal** not just "sufficient"

- USA
  - 25% employee participation
  - 30% of ideas adopted
  - avg. \$458.00 large cash rewards
  - big focus on ideas
  - large financial rewards
  - immediate positive effects
  - neglected "small" ideas
  - effect
  - suggestion box example
- Japan
  - 75% employee participation
  - 90% of ideas adopted
  - avg. US\$ 3.88 tiny cash rewards
  - improve internal desire
  - contribute
  - examples: hot tub, pieces of water
  - free or very inexpensive
  - proper rewards
  - associate actions
  - specifically for self-critics!
  - sincere self-compliments
  - create a small action for it if you have a reward do the inverse too
- Deming
  - be useful
  - be proud of work
  - more effect than \$\$\$
  - pride
  - creativity
  - overshadow large rewards
  - intrinsic motivation
  - recognition
  - appreciation
  - gratitude
  - small rewards

### 6. Solve Small Problems

- environment
  - pay attention
  - while they're small
  - watch out
  - small causes
  - big consequences
  - "Broken Window" Theory
  - insignificant problems
- be diligent
  - looking solving
  - keep your brain even likes it!
  - Think of a big problem you had identifying root causes
  - go back
  - root of all signs
  - What was the small problem?
  - exercise
  - What are the small problems of today?
  - learn with past
  - exercise in reverse
- form habits
  - trick the brain
  - not really changes attitude
  - slow?
  - melts resistance
  - Forget to stop later
  - form habits
- life situations
  - stand on treadmill 1 minute a day start exercising
  - remove 1 item from cart stop overspending
  - 5 minutes cleaning keep house clean
  - 1 word per day foreign language
  - 1 minute earlier per day sleep earlier

### 5. Take Small Actions

- practice mentally
  - as you're really doing it
  - begins to change
  - brain chemistry
  - full senses
  - structured mental rehearsing
  - imagine
  - positive resolution
  - visit fear situation
  - phobia
  - nightmare
  - uses
  - imagine you're eating
  - eat fruits
  - new habits
  - initially
  - daily
  - 30 sec
  - repetition
  - MUCH more important than time per-sitting
  - get themes from Ask Small Questions answers
  - Mind Sculpture
  - book recommendation
  - Ian Robertson
- Technique: Mind Sculpture

### 4. Think Small Thoughts

- ask questions to solve problems
- ask small questions
- ask questions to solve problems
- ask small questions
- ask questions to solve problems
- ask small questions

### About

- book
- 2004
- 182 pages
- on amazon.com
- Luciano Passuello
- itemind.com
- 2006
- Creative Commons Attribution Non-Commercial 3.0
- images
- Crystal Clear
- Everaldo Coelho
- www.everaldo.com
- Date
- People
- Example
- Legend
- Exercise
- Key Idea
- Bad Thing
- Good Thing

### 1. Innovation x Kaizen

- innovation
  - amazing results
  - when it works
  - uncomfortable
- kaizen
  - small comfortable non-threatening steps
  - "A journey of a thousand miles must begin with the first step." Lao Tzu
  - Dr. W. Edwards Deming
  - Quality Control
  - Everyone participates

### 2. Why Kaizen Works

- brain
  - 3 parts
  - brain stem
    - reptilian
    - basic survival
    - wake up in morning
    - heart beating
  - midbrain
    - mammalian
    - emotions
    - fight-or-flight
    - tear triggered
  - cortex
    - 100,000,000 years
    - being human
    - art
    - science
    - music
- non-kaizen
  - large goal
  - works only for some people
  - excitement
  - fear
  - restricted
  - failure
  - small goal
  - fear bypassed
  - engaged
  - success
  - don't wake up the amigdala!
- kaizen
  - moderately
  - synonym
  - stress
  - anxiety
  - considered disorder
  - expect it!
  - deal with your fear
  - instead of escaping from it
  - take small steps
  - it's normal!

### 3. Ask Small Questions

- What shapes our lives are the questions we ask, refuse to ask, or never think to ask. Sam Keen
- program your brain
- most efficient way
- brain loves it
- commands are bad
- fun
- small
- positive
- to yourself
  - "What is the smallest step I can take towards reaching my goal?"
  - "What one good thing about this person?"
- motivate
- to others
  - "What is one thing in your job that makes you happy?"
  - "Can you think of a very small step you might take to improve our process or product?"
  - "What is each of you going to do to make our company the best in the industry?"
  - paralysis
  - "not-good-enough" auto-filtering
  - their brain WILL HAVE to answer it