10 Essential Steps for High Energy

By Dr. Carolyn Anderson
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The Personal Energy Crisis

“I don’t have enough time” has become the rallying cry of a generation, as we try to do it all and be all things to all people. But time is the great equalizer; whether we are Oprah Winfrey, Bill Gates, Richard Branson, Howard Schultz or Hillary Clinton we are all given 24 hours in a day, 7 days a week, 365 days a year. Why do some people manage to pull off extraordinary accomplishments while others just make it through the day?

The difference between these two groups of people is not only how they manage their time, but more importantly, how they manage their energy. I have come to realize that energy and not time is the ‘hot commodity.’ How we manage our energy will dictate how big we play the game of life and the impact that we have.

Based on my own experiences and intense medical research, I’ve developed a system of energy management. This system will revolutionize your life. If you follow the simple steps of the system, your energy will explode off the charts and catapult you to excellence in your business and your life. The following 10 steps to high energy are taken from the Energy Management System.

You may be tempted to dismiss some of these steps as common sense, but I find that success is often the result of small consistent steps. Too often we act reactively to important things like our finances, health and relationships. If we can instead proactively plan our days in order to have more energy you will notice a huge difference. Not only will you notice an instant energy boost you will also be following a healthier lifestyle that can add years to your life. Keep in mind that any short term gains we experience from skipping exercise, sleep or a proper meal will eventually result in decreased productivity a few hours, days or even years later.

These energy-boosting steps are more than just being able to stay awake. By maximizing and directing your energy you can finally go after your big dreams.

For more information on maximizing your energy and in-depth coaching, please contact info@CarolynAndersonMD.com.
10 Steps to Consistently High Energy Levels

1. Exercise For Your Physical & Mental Health
2. Get Enough Sleep
3. Eat Well & Avoid Quick Energy Fixes
4. Plan Your Life, Time and Priorities
5. Stop Multi-tasking and Get Things Done Faster
6. Take Frequent, Short Breaks Throughout the Day
7. Delegate Energy-Draining Tasks
8. Take Time to Rejuvenate
9. Practice Gratitude
10. Orient Your Day towards your Passions
Exercise is one of the easiest things to put on the back burner. Part of the reason it can be hard to be motivated to exercise is that we think of it as something we need to do to stay healthy in the long-term. We think it is something we can put off. But along with the many long term health benefits, exercise gives you an instant energy boost.

There is no doubt that exercise is vital for our physical health but did you know that it also improves your mental health? A study published in Psychology of Sport & Exercise showed that just 10 minutes of exercise was enough to boost participant’s moods. Another study from Indiana University found that participants felt calmer, less anxious and less fatigued up to 4 hours after exercising.

Energy Solution: Make sure to move every day for at least 20 minutes to get your heart rate up, and weight train 2-3 days a week. Do something you love to keep you fit, decrease stress and boost your energy levels.
Get Enough Sleep.

Most people are so sleep deprived that they have no idea what it feels like to wake up well-rested. Instead we need our coffee to get us going during the day.

While many protest that they need to stay up late to get things done, working while sleep deprived can lead to mistakes on simple tasks. According to the National Sleep Foundation, 51% of adults polled reported that their sleepiness interfered with the amount of work they got done and that their quality of work suffered. Over 70% admitted that being fatigued interfered with their concentration and made it harder to handle stress. A study from the Journal of Integrative Neuroscience showed that just one night of less than 6 hours led to an increased risk of depression, anxiety, stress and significantly poorer overall wellbeing.

**Energy Solution:** Aim for at least 8 hours of sleep a night. Instead of trying to get one last thing done before bedtime recognize that going to bed earlier will help you be more productive the entire next day.
3 Eat Well & Avoid Quick Energy Fixes.

Just like a machine, our bodies need high-quality fuel in order to function at our highest level. Too often we rely on quick energy fixes like coffee, energy drinks or sweets, which only improve our energy levels for a short time before we crash.

There is no question in my mind that when you feel better physically, you feel better mentally, emotionally and spiritually. It extrapolates to all areas of your life and helps you to build momentum. The physical is the foundation on which all other aspects of your life are placed. Everything you eat either helps or hurts your physical and mental health.

**Energy Solution:** Instead of quick-fixes, focus on eating high-quality foods like whole grains, complex carbohydrates, lean protein and lots of fruit and vegetables. Ingesting foods such as these that trigger a less inflammatory state will not only improve our health and energy, but will also decrease the risk of risk of cancer, heart disease and premature aging.
Plan Your Life, Time and Priorities.

Time management is important, but most people just focus on getting their daily routine and work done. Instead of only planning your day or week out, write out long term goals. To move forward on your big dreams you need to schedule out time to work on your long-term goals. As Larry Elder said, “A goal without a plan is just a wish.”

If you find you have no time for the truly important things in your life you may need to let go of the less important things.

Energy Solution: Write down your long-term goals and then work backwards to see how much time and energy you need to allot to actually achieve your goals. Stop wasting your time and energy on low priority items.
With our busy lives, it seems impossible not to multitask. But while we may think we are saving ourselves time, we are actually taking longer to do both tasks and becoming more stressed.

A recent study for Hewlett Packard revealed that the average IQ drops by 10 points while multi-tasking, which is equivalent to missing one night of sleep. Another study by Professor David Meyer showed that when switching between two tasks, participants took 50% longer to complete both tasks then when working on each task continuously without any interruption. Multitaskers were also more likely to make mistakes and have increased stress.

**Energy Solution:** Do one thing at a time and give it your full attention and focus – before moving on to the next task.
6 Take Frequent, Short Breaks Throughout the Day.

Working hours on end is a fast way to drain your energy. But most jobs require a lot of your time. In order to keep your energy levels up, you should take frequent, short breaks throughout the day. The key idea being short breaks. Take a few minutes to get a healthy snack, stretch or go for a quick walk. Moving around will give you a temporary mental break and help you feel more alert.

Recent research has proven we work much more effectively in 90 minute blocks of time. Pick one directed task, work on it for 90 minutes then take a break for at least 15 minutes and move on to the next item. If we can accomplish even 3 or 4 focused 90 minute blocks in a given day we will have accomplished a significant amount in a day and will be moving towards some of our most important goals.

**Energy Solution:** Plan for a 15 minute break every 90 minutes of focused work.
Delegate Energy-Draining Tasks.

Realistically, you may not be able to outsource every task you dislike. But you should make it a priority to outsource energy draining tasks. Too often entrepreneurs are spending their time on repetitive things that don’t require their attention.

Sometimes it’s not even lengthy tasks that drain our energy but things that are mentally harder for our personalities. Perhaps your business partner loves socializing while you force yourself to go to networking events and feel drained by the end.

Energy Solution: Identify what tasks drain your energy levels and try to avoid them or outsource them.
8 Take Time to Rejuvenate.

It’s important to take time to rejuvenate yourself. And I don't mean watching TV and eating junk food after a long day at work. Rejuvenation should leave you feel rested and ready to tackle the world. When was the last time you felt like that after watching TV?

One of the best ways to reduce stress and rejuvenate is to simply meditate. Studies have shown than even just a few minutes of meditation can significantly reduce stress levels. Meditation can also improve sleep quality, moods and reduce fatigue.

Energy Solution: If you find your mind racing, STOP and take 5 deep breaths in and out slowly.
9 Practice Gratitude.

It’s important to step back and be thankful. While we should always be striving to do more and be more, we must simultaneously be content with what we have. As Oprah once said, “Be thankful for what you have; you’ll end up having more. If you concentrate on what you don’t have, you will never have enough.”

Another benefit to gratitude is that when you focus on the abundance of possibilities around you, you begin to see more opportunities to expand and improve your business and your life.

Energy Solution: Write a gratitude journal. List 5 things you have to truly be grateful for everyday of your life.
Orient Your Day towards your Passions.

Your passions represent the best of yourself and your full potential. Find them, embrace them and move towards them.

Step back and think about what you really do well and what you love to do. What activity or work comes easy to you? When does time fly by and when does it drag? Psychologist’s label this feeling “flow” and it is one of the key signs that you are living your life in tune with your passions and strengths.

The key to passion is purpose. Make sure you are living a life you love, and not a life that others would love you to live. Following your passions will energize you. There is no question in my mind that you will be happier and more successful doing something that you love to do. Keep searching for your strong moments and imbalance in your life to spend more of your precious time engaging in your passions. In this you will find your truth, your energy and your very best life.

Energy Solution: Take a blank piece of paper and put a line down the middle. On the left side make a list of the things you love to do and on the right make a list of the things you don’t like doing. In the following month make an effort to do more of what you love and less of what you don’t like to do.
About Dr. Carolyn Anderson

Dr. Carolyn Anderson is an expert in managing energy levels. With her medical training, extensive research, personal experience and entrepreneurial background she self-developed the Energy Management System.

Using the Energy Management System herself has allowed her to run her surgical practice, private surgery clinic, medical consulting business, a real estate development project, speak professionally and publish an online magazine for active older adults.

Carolyn regularly blogs on her own website (CarolynAndersonMD.com) and contributes articles to other websites including the Huffington Post. She publishes an online magazine for active older adults at Impowerage.com and co-wrote, “It’s Never Too Late to Be Fit,” an exercise guide for the aging population.

She is currently working on a full length book on Energy Management. She regularly gives speeches on Energy Management to entrepreneurs, women’s groups and physicians. Using the Energy Management system allows these busy groups to improve their work/life balance and succeed professionally. As a medical consultant, Carolyn helps physicians run more effective practices to allow them to maximize their earnings while minimizing their time.

Carolyn is available for speaking engagements, teleseminars and one-on-one coaching.