All quotes are from Somer Phoebus unless noted.

Solve problems by creating systems.

We create systems to glorify God in our calling. Everything we do, we do in excellence without forsaking our priorities.

In order to work His way, we have to be on top of our game, so that we can honor our priorities.

You can be fulfilled that you worked well, not only in your career, but also at home.

Systems are documented procedures and processes that allow your business to run without you or better yet, for you!

Systems create:

#1: Consistency

Consistency teaches your customers and clients to trust you.

Trust turns into loyalty, always.

Long term consistency trumps short term intensity - Bruce Lee

#2: Clarity

There is not a system for anything until it is a documented procedure or process.

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If you're the only one that knows what's going on, you're the only one that will care.

#3: Convenience

Bottom line: systems make your life easier by simplifying everything.

Systems allow us to work smarter, not harder.

If you want to respect your priorities, you need to have a system in place.

#4: Cash Flow/Compensation

Products make you money, systems make you a fortune. - look at this through the swHw filter.

https://sheworkshisway.com/blog/2018/08/business-training-you-can-trust/

Is what you're doing a financial blessing or financial burden?

If there's a way to make more money by doing less then or the same amount of work, why wouldn't you?

There are only 2 reasons Systems are created:

#1: so that you can replace yourself.

Good leaders replace themselves over and over and over.

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If you're leading, there should be someone that can step up in your place.

If you take a day off social media & you trust God, you will be fine. I promise.

#2: so that you can outsource or delegate.

The common concern with outsourcing these tasks is quality. Will they get done as well as if I was doing them myself? The answer is probably not, but a rule of thumb I use is 80% as good by someone else is better than 100% done by me. - taken from an article from Forbes.com

If you're not willing to share the load, you're not wiling to grow.

Exceptional leaders don't have to micro-manage because there's a system in place.

Micromanage the systems binder, not the person.

Setting your systems up:

Before: Think of your business or work as 10x bigger than it is right now

#1: Take inventory of everything you do on a repetitive basis, for about a week. Write everything down. (ex: answering emails, research, follow-up with clients)

#2: Prioritize these tasks by how much of an impact they have on your business from most important to least important.

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Highlight the ones you enjoy doing the LEAST. Set them apart.

#3: Define what steps it takes to complete each task - focusing on the big impact items and the items you hate doing most

[use less words] - underneath the task, write the steps it takes to do it.

Freedom comes by way of systems!

#4: Decide: Automate, Delegate, or Batch

Automate:
- Canned email responses
- Schedule emails to go out automatically
- Schedule social media

Delegate:
- Barter: how can I bless you, how can you bless me?
- You have to have a good system in place to be able to delegate.

Batch: you take the items on your list and group them together and group them together

The more you hate the task at hand, the more you will procrastinate.

#5: Set a deadline for yourself after you decide which of the 3 you will choose for a particular task and start plugging them into your schedule.

Our attitude should be: If we can do more, better work for the Kingdom - sign me up!