

DRISCOLL LEARNING

Empowering Environments Where Learning Is Embraced

www.DriscollLearning.com



MARCH 2018

VOLUME 18 ISSUE 3

Succession Planning: Not Just For Retirement

Succession has commonly been thought of as for the purpose of retirement. While true, it is also a way that you can open your company up for a new opportunity. Every business should have a succession plan in order to carry on into the future. What if succession planning was a way to benefit your business? A strategic approach would do just that and help you not only survive but thrive. Savvy business owners have a succession plan ironed out in order to prepare for the possibility of a sale or merger, for example. Studies show that over 50 percent of business owners plan to make some kind of significant changes within the next three years. Thus, a succession plan is essential. Entrepreneurs like to create their own destiny and seek to fulfill themselves. They often miss the importance of succession planning.

Continued on page two – Succession Planning



Do you have a comprehensive succession plan?

Eliminate Habits That Are Holding You Back

Are bad habits holding you back? Discover success both personally and professionally by taking control over bad habits and making permanent changes to improve yourself. You have the power to create positive habits for yourself.

Self-control is essential in breaking bad habits and it has huge implications for success. High productivity and a strong work ethics prove to be the foundation of self-control that develops good habits.

See the seven tips below:

Overuse of technology

Too much screen time prevents productive sleep. Most of our favorite devices produce short-wavelength blue lights that affect our mood and sleep quality. When you are exposed to this light for an extended time in the evening, your production of melatonin is affected. All devices should be avoided after 7:00 pm.

Focus on your conversation

Conversations are more engaging, effective, and enjoyable if you ignore all distractions. Quit checking your phone for emails, texts, and updates at every turn. Turn off notifications and silence your phone in order to focus on those around you and tasks at hand.

It is okay to say “No”

Research shows that it is easier to say “yes” than “no.”

Continued on page two – Habits

INSIDE THIS ISSUE

1. *Succession Planning: Not Just for Retirement*
2. *Eliminate Habits that are Holding You Back*
3. *Five Bad Habits Millennials Need to Avoid*
4. *One Minute Ideas*
5. *Sales Call – Tips*

All articles, quotes, and material in this newsletter are copyrighted. © 2018. No part can be reproduced in any form without specific written consent from copyright holder(s). All rights reserved worldwide.

*Continued from page one – **Succession Planning***

Successful ownership transitions are possible, but a strategy is needed to make it happen.

Try the following to implement a succession plan:

Be realistic

When something is your own, it's hard to be realistic at times. Ask for objective opinions from someone that would follow the parameters of your business.

Wise Advisors

In order to have the right succession strategy for your business, you'll want to get wise counsel from your lawyer, accountant, coach, and banker. Sometimes business owners have some people in place but not all the right people in place. Don't hesitate to surround yourself with wise advisors. Try to cultivate these relationships and partner with those that understand your business model.



Family Members

Succession plans often have family members involved. This is normal, but owners should be mindful of what is best for their company rather than allowing their emotions to be a driving factor in decisions.

Consider the experience level of those in your family. Do they currently work for you? Are they interested in a promotion or a change? Be sure family members have the capability to handle a role in your succession plan.

Bottom line, a succession plan is an essential part of your business model. You will want to have a strategy for changes, merger, and the like. If you have a plan in place, you will have an easier time during transition.

Succession plans are not just for retirement. You need one for the changes that come along while running a business. Be sure to get wise advice and be realistic about family members. You can create a dynamic plan that will help your business succeed for years to come. ❖

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved.

*Continued from page one – **Habits***

There are many competing priorities in business and personal life and you need to decide what you can say no to every single day. You need to honor the projects and people that benefit your life most and say no to those that don't.

Stop focusing on toxic people

There will always be toxic people who have a way of getting under your skin and staying there. Dealing with such an individual can be difficult and draining, to say the least. In fact, it may challenge what you know about yourself and push you to the limits. Stop focusing on toxic people, instead, practice being grateful for someone positive in your life.

Multitasking

To be successful; you must give meetings your full attention. Multitasking during meetings is disrespectful to your team and everyone else in the room. It shows that you are not interested in what anyone has to say. Avoid this distracting habit.

Gossip

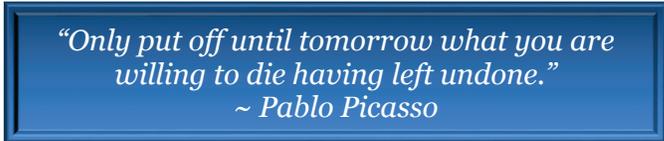
Gossiping is poison to any team. It may be human nature for people to talk about each other, but that doesn't mean you have to put up with it. Gossip pushes people apart instead of pulling them together, and everyone knows you can't trust a gossiper.

Comparisons

You can't be happy when your life is spent comparing yourself to others. Being content gives you the power to focus on your life and work. By focusing on yourself, you become the master of your own happiness.

Change is difficult, but once you break the mold and focus on practicing self-control, you have the ability to accelerate your career to new levels and eliminate the bad habits. ❖

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved.



Five Bad Habits Millennials Need To Avoid

Millennials are often viewed as a generation of self-centered, entitled, and demanding individuals. While that may be an overreaction to the truth, there are some things that millennials in the workforce should be mindful of today. Stereotypes can be difficult to overcome, but it's worth it for millennials to avoid these habits that are seen as typical for their generation:

1. Limiting their forms of communication –

Millennials are most content sending a text or email rather than engaging in a conversation by phone or in person. In the workforce, it should be understood that this mindset is not always seen in a positive light. Be open to a variety of communication forms and embrace a phone call over an email in order to showcase a little flexibility.



2. Talk less and listen more – Millennials tend to act overconfident and a little too into themselves. In an office setting, try to talk less and listen more. You'll be seen as different, trainable, willing to learn, and perhaps less obnoxious. If you are amongst those with more experience, then listening more may help you learn more in the process.

3. Staying connected – Technology has always been at the fingertips of the millennial crowd. Try to take a break from technology and unplug from your device and computer. Those in your office, especially people that are not as tech-focused, will notice that you are more approachable, attentive, and not addicted to technology. Be open to others and bring your head up once and awhile for a break.

4. Multitasking is out – Multitasking used to be a buzzword for excellence and getting things done. However, it is officially out. Millennials are used to instant gratification when it comes to information and working at a fast pace, but people are now realizing that multitasking isn't effective. Multitasking could lower your productivity and performance.

5. Making Assumptions – Office environments have become more casual. Flex days, dress codes, and when you show up, have become more flexible and less demanding. Don't assume that everyone agrees with your actions and behaviors. If you are not sure, then find someone to ask. What you wear and how you behave matters. Take the time to ask and observe instead of assuming you know how others feel.

Millennials get a bad rap at times. Be sure to not form to these habits and you'll be taken more seriously in the office and throughout your career. ❖

~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved



One Minute Ideas

American Red Cross Month

Since its founding in 1881 by visionary leader Clara Barton, the [American Red Cross](#) has been the nation's premier emergency response organization.

Today, in addition to domestic disaster relief, the American Red Cross offers compassionate services in five other areas: community services that help the needy; support and comfort for military members and their families; the collection, processing and distribution of lifesaving blood and blood products; educational programs that promote health and safety; and international relief and development programs. ❖

Read more about the... [American Red Cross](#)



American Red Cross

"The only place where success comes before work is in the dictionary."
~ Vidal Sassoon

Don't miss next month's issue.
Subscribe now!



Tel: 614-873-7227

E-mail: bryan@driscolllearning.com

Visit Our Web Site at:
www.driscolllearning.com

Sales Calls – Tips

1. **Plant Reasons For Future Contacts.** At the end of a sales call reiterate what it is you will be doing, and what it is the customer will be doing, before your next meeting. Every follow-up call should begin with a strong link to the previous call.
2. **Avoid Monotony In Your Follow Up.** Use post cards, handwritten notes, email, voice mail, personal letters, clips of newspaper articles, etc. to show your customer that you are a creative and dependable partner.
3. **Add Value To The Relationship.** While most salespeople think that adding value is something you give the customer in exchange for the purchase, top salespeople know that the best way to create more sales is by adding value to every communication with the prospect.
4. **Be Proactive, Not Reactive.** Successful salespeople follow a plan. Organize yourself and write each follow-up step into your planner. Don't leave follow up to chance; create a system.
5. **Don't Limit Follow Up To The Sales Process And The Close.** The purpose of follow up is to create new opportunities. Sometimes the best opportunities come when you follow up on a sale that was lost.
6. **It Is Easier To Maintain A Relationship Than To Start One.** What was worth pursuing once is worth preserving twice. If you don't pay attention to your customer, he or she will find someone else who will. ❖



~ Written for us by our associate Gary Sorrell, Sorrell Associates, LLC. Copyright protected. All rights reserved



DRISCOLL LEARNING – Seminar Schedule

For more information, visit our web site at www.driscolllearning.com

Session Title	Time	Date(s)
The Sales Connection Breakfast (Now always on the 1 st Friday of the month @ Dublin Chamber Office)	7:30AM – 9:00AM	Friday, March 2 nd Go to www.thesalesconnection.org for details & registration
Professional Sales Development	9:00AM – 12:00PM	Tuesday, March 13 th
Business Briefing: What is Talent? Talent Selection & Job Benchmarking	9:00AM – 11:00AM	Tuesday, March 20 th
Professional Sales Development	9:00AM – 12:00PM	Tuesday, March 27 th
DISC & Driving Forces Certification Process	4:00PM – 4:45PM	Monday, March 26 th Go To Meeting (email Bryan for details)
FREE LinkedIn Training	9:00AM – 10:30AM	Tuesday, March 27 th Go to www.thesalesconnection.org for details & registration

All sessions held at: Dublin Entrepreneurial Center 565 Metro Place South, Suite 300, Dublin, OH 43017



DRISCOLL LEARNING *Empowering Environments Where Learning Is Embraced*
Visit Our Web Site at: www.driscolllearning.com or Call us at 614.873.7227