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## ***Free Report:***

### **The Five Writing Habits killing your Productivity**

#### **Habit 1: Being a slave to the squiggly line**

When writing, do not try to make every word right. Let a few words stay red as you unleash your writing. The reason to let things stay wrong because going back to change every wrong word, interrupts your flow, and makes you have to rethink each time to regain your flow. Letting things stay wrong, and letting the spell checker take charge will free up hours of your time.

#### **Habit 2: Being an ever-ready editor**

When writing, do not let your perfectionist take over and continuously rephrase the same sentence over and over, the same paragraph over and over, and even your paper over and over. Waiting until the end allowing yourself to free write, will create greater flow and save more time by eliminating any edits until the end.

#### **Habit 3: Mapping it all out**

When writing, do not map out everything you need to write. It leaves your ability to create new ideas, limited as your stuck trying to fit your map. It's better to have an idea of where you want to go, but allowing yourself room to expand your ideas and not limiting yourself.

#### **Habit 4: Not paying attention**

Another bane to every writer's existence is not paying attention. Being distracted by everything from emails, texts, knocks at the door, calls from friends, and at worst "the internet". Not being focused in your writing and gravely effect your productivity as you are unable to write effectively and anything you do write is not your best. Therefore, take the time to escape your home and find a nice quiet place where you can concentrate on your work.

#### **Habit 5: Forgetting to take time out**

Another major habit of bad writing is forgetting to take time out while you write to refresh your batteries. Trying to force yourself to write will cause you to drag your writing down more. Take a walk, a swim, or even a step out for a breath of fresh air will allow you to energize your writing again and again.

Understanding that you have these habits is the first step in breaking them. But once you have broken them you will experience an instant increase in your productivity of ten-fold. This will allow you more time to do what's important and not to write. Like live your life.

Concerns? Questions? Feedback? Let us know, and we will take care of you.

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