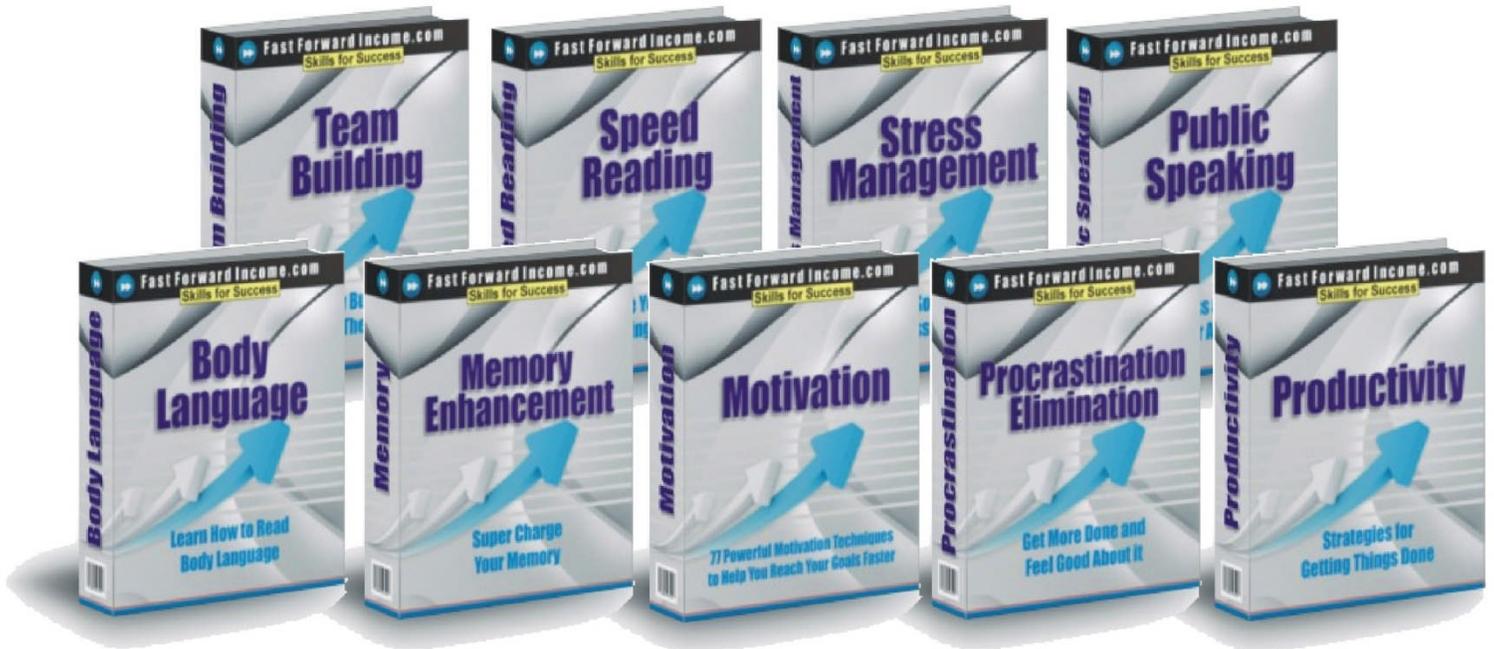


>>FastForward Skills for Success™

Course Introduction



The FastForwardIncome.com Skills for Success™ Course

Get an unfair competitive advantage with practical training in 9 critical categories to quickly build the skills you need to

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Congratulations on investing in yourself with the FastForward Skills for Success Course.

This 9 book course is basically the response to the frustrations voiced to me by the people at the businesses I consult:

“

The one and two day seminars do not teach enough, have too much general information that doesn't apply to my situation and they take me away from my business for too long.

Typical business books offer too much information ... it takes too long to review and process the information so they end up sitting on my bedside table collecting dust.

”

Customized coaching is too expensive.

From managers to salespeople to entrepreneurs (and aspiring entrepreneurs), it's a common gripe among people who want career success:

To succeed, you need coaching on specific skills
and the options available, until now, have
not offered an acceptable solution.

That's the inspiration behind the FastForward Skills for Success Course. I know how frustrating it is for you to try and advance your career (and your income) without effective and efficient support.

You and I know that **successful people do things differently** than non-successful people ... with feedback from hard-working, success-minded, in-the-trenches managers, entrepreneurs and sales professionals, I have identified 9 areas in which successful people have greater skills than non successful ones:

1. **Motivation** – Successful people get knocked down, but they get back up and keep moving forward. They don't allow negativity to get in the way of performance.
2. **Public Speaking** – Successful people know how to convey their ideas to a group. From a sales presentation to a venture capital pitch to a staff meeting to a keynote speech, they can comfortably communicate with people who can move their agenda forward.
3. **Productivity** – Successful people get things done. They set goals and manage their time well as they execute against those goals.
4. **Body Language** – More than just communicating their ideas with the presence of strong body language, successful people can “read” people and know how to adjust their communications style to maximize their effectiveness.
5. **Speed Reading** – In this “information age”, successful people are able to wade through tons of information, comprehend, and make use of that knowledge for meaningful purposes in a shorter period of time.
6. **Stress Management** - The amount of pressure we put on ourselves to succeed combined with the amount of pressure created by a competitive work environment can wreak havoc on your performance. Successful people can take control and actually use these pressures to their advantage.

7. **Procrastination** – Successful people know how to manage the emotional reaction we have when we need to do something we don't want to do, don't like to do, or are convinced we just can't do. As Thomas Edison said, "The successful person makes a habit of doing what the failing person doesn't like to do."

8. **Memory** – Successful people have good memories and work to enhance their memory as a critical tool for business and personal success. Successful people know that your memory of faces, names, facts, information, dates, events, circumstances and other things concerning your everyday life is the measure of your ability to prevail in today's fast-paced, information-dependent society.

9. **Team Building** – Whether they are leading the team, want to lead the team or acting as the star player on the team, successful people are team players

Once these key areas were identified, it was essential to format them in a way that would be of most use to success-oriented people; people who want information they can absorb quickly and put to work for them in as short a time frame as possible.

Also, formatically, it was important to add a degree of flexibility so those people who have identified some key strengths and weaknesses could prioritize the material to be learned.

Welcome to the FastForward Skills for Success™.

To help you make this material part of your skillset for achieving success, the following Frequently Asked Question (FAQ) section should give you the guidance you need. My goal is to help you reach your goals – and reach them faster – if you have any other questions about how to make this material work harder for you, feel free to contact me: Coach@FastForwardIncome.com

FAQS

What is FastForward Skills for Success?

Nine books of proven, field-tested training in 9 areas identified by managers, entrepreneurs and sales professionals as essential to business success: *Motivation, Public Speaking, Body Language, Procrastination Elimination, Speed Reading, Stress Management, Team Building, Memory Enhancement and Productivity.*

Where does the course start? Why did I get everything at once? I have been involved with other training that arrived on a weekly basis with the next portion starting where the last portion left off.

Being successful in today's business world requires flexibility and speed. Your training must offer the same attributes. FastForward Skills for Success is not set up in the traditional "lesson 1, lesson 2, lesson 3, etc." format. It is designed as 9 quick to read, easy to put into action knowledge bases for essential skills. You prioritize the subject matter based on where you need development ... whether it be augmenting your strengths or improving your weaknesses. Start the course where you want it to. Where it will have the most impact in your pursuit of success.

If you are unsure of where to begin, I suggest you start with *Speed Reading*. Improving your ability to speed up your navigation through -- and comprehension of -- the massive amount of information that bombards you on a daily basis is critical to your success. Also, it will help you better absorb utilize the other critical information in FastForward Skills for Success.

In reviewing the 9 modules, it seems that some are formatted very differently from each other. Why is that?

The goal is to present enough information in a format that will help you “own” the information and put it to work for you as quickly as possible. Each skill has different requirements in terms of the information to absorb and the techniques for putting to work for you in your pursuit of success.

Training that tries to fit every skill into the exact same format is typically more concerned with the style in which the training is presented and are more focused on format than they are about the actual use of the information in the field. FastForward Skill for Success is just the opposite; the goal is to get you up-to-speed with the information you need so you can put it to work for you every day to help you reach your goals faster.

For example, *Motivation* is organized into 77 techniques. This format, for this skill, was chosen to maximize this as a tool for you. Read this module with the idea of familiarizing yourself (or re-familiarizing yourself) with the techniques and then keep it handy for use when you need a motivational boost. You don’t have to learn every technique to the point of memorization, you just have to know what is available to you and where it is, so you can put it to use when needed. This is part of the promise of putting these skills to work for you who are impatient for success.

On the other hand, *Speed Reading*, is more along the lines of a traditional “course”. There is information to be learned in a logical progression (each step building on what was learned in the previous lesson). You start at the beginning and work through to the end and have a fully developed skill that will serve you well throughout your career.

Memory Enhancement is different from these other two examples, because, among other things, it offers different specific techniques for important skills such as remembering numbers, remembering names and faces, remembering dates, remembering places, etc. Once you’ve read through this material, you might choose one technique (such as remembering numbers) and work on that over time, focusing on that specific aspect of memory enhancement while going through the other 8 parts of FastForward Skills for Success, moving on to another specific aspect (such as remembering names and faces) when you are satisfied with the development of remembering numbers techniques.

Once I am finished with the materials in the course, then what?

I don't think you will ever be finished. The investment you made will pay off year after year in more ways than just the skills you now "own". Here are some examples:

Reference Material: Faced with a new situation (e.g., a type of public speaking you haven't been called on to do in the past)? You have a quick study guide to help you perform at a high level. Stuck in a difficult situation? A quick review of Motivation or Stress Reduction might find you an answer faster and get you moving through the tough time.

Refresher Course: Ever heard someone say, "I've forgotten more than he'll ever know"? Periodically reviewing this material will keep it fresh and make sure that in your busy life you haven't neglected a technique that can help keep you on the fast track to achieving success.

Training Material: You can use parts of this course to train skills in others. For example, I had one coaching client who copied certain chapters from Productivity. Every week for 5 weeks each team member was give a copy of the chapter and the discussion of that material was on the agenda for the next week's meeting. This helped focus her team on key productivity issues and help increased overall output.

NOTE: You are welcome to distribute parts of this training. It would be nice if the information was attributed to FastForwardIncome.com but not necessary. It is not acceptable for you to distribute the entire course or any of the nine component in their entirety; if you have that need then you understand the value to the information in this format and will respect it by buying additional copies or suggesting that others buy it. If you would like to obtain the rights for multiple copies, you can get a package price by contacting coach@fastforwardincome.com.

How long will it take me to complete the course?

I have no idea. How much time are you willing/able to devote to it? Which of your skills require the most attention?

A lot of hard work has been put into streamlining the information and information delivery systems of FastForward Skills for Success. You get the basic information you need in a context that will make introduction of your new skills and techniques easy and quick to deploy into your daily routine.

For some of the material, such as *Motivation* and *Body Language*, I have seen techniques put into action within minutes of reading the material for the first time. For material such as *Speed Reading*, I have seen results in days, but it took more time and practice to the skills to be refined to the point of excellence.

What's next?

Get going. Dive in. Get excited. Get started.

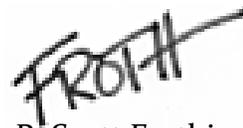
Start the the FastForward Skills for Success Course today. If not, a year from now -- or 5 years from now -- you may be in the same place, doing the same thing and wishing for success, only you will have one more thing: regret. Start now and you will never have to regret that you didn't start a year ago. You can do it, others have and you can too!

1. Develop Expertise - Fine Tune Your Skills
2. Find Solutions, Motivation and Inspiration
3. Enjoy Financial Rewards
4. Get Recognition for Your Achievements
5. Build Security in Your Life and Career

There's an important factor separating those who are successful and those who aren't, and it doesn't come down to brains or beauty. In truth, the hungrier you are to experience what it's like to be financially free from ever relying on anyone or anything again will be the powerful force behind your success.

Do you want to succeed badly enough?

If so... **it's all about to change for you!** Get cranking on the FastForward Skills for Success Course right now. It is an intelligent and logical next step to FastForward Your Success and Income.



R. Scott Frothingham

www.FastForwardIncome.com

A Resource for Entrepreneurs,
Managers and Sales Professionals