

the little way
to get a
lot done

**BONUS
CHAPTERS**

Michael Heppell

Introduction

Here are three bonus chapters for 17 readers that I didn't include in the original book – and not because they weren't good enough. It was purely down to word count and pages.

'Team 17' considers how you can accelerate your 17 journey by surrounding yourself with the right people. '17 Damns' was first written as a newsletter and then expanded; I think it's something we all do. And 'Your Independence Day' may just be one of the most challenging but important short chapters you'll read... IF you act on it.

Team 17

Surrounding yourself with the right people is the accelerator. It will make your 17 journey faster and reduce the friction of getting to where you want to be.

You probably have loads of friends, family, colleagues and acquaintances. Team 17 isn't about them, this is about the right 17 people. Your Team 17.

Reinhold Messner was the first person to successfully climb Mount Everest – solo.

Do you know why?

Because he's a nutter!

Actually, he's described as one of the greatest mountaineers of all time, so I thought I should find out a little more about him.

It turns out that although he did climb Everest solo (in 1980) he had a brilliant team of people supporting him to help with the planning, research and setting up for the climb. Yes, he did the solo climb but needed his amazing team. All solo successes have a team.

To help you in your 17 journey, surround yourself with the right people. Makes sense, right? Now what type of people do you want to have around you to accelerate your success?



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Surrounding yourself with the right people is the accelerator.

Very few people take the time to consider who they want to have in their corner; the ones who will be there to assist and support you. To help, I've created a list of 17 archetypes. Each is a broad descriptor of a characteristic, so think flexible.

To get the most out of this chapter read the descriptions, then add a name (or two) next to each of the archetypes. If no one springs to mind, think a little harder. Still no one? Leave it blank. If you don't like an archetype, change it. This is designed to get your brain buzzing – change as many as you like.

Team 17 Archetypes

- 1** Lover
- 2** Mechanic
- 3** Critic
- 4** Lawyer
- 5** Accountant
- 6** Confidant(e)
- 7** Troublemaker
- 8** Elder
- 9** Entrepreneur
- 10** Broad Shoulders
- 11** Physician
- 12** Connector
- 13** Family
- 14** Fixer
- 15** Career Supporter
- 16** Specialist
- 17** Coach

The challenge is to read the description and put a name next to each of the archetypes. Remember, it's not a definitive list but it's a great way to start.

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And as you read the descriptions, keep in mind that for every positive there's a flip side, where the skill or talent that you want to tap into may have a dark side. That's worth keeping in mind.

Let's take each of the 17 archetypes, explore the benefits and consider who you would want to put in each of those positions. We'll worry about getting them involved later.

And for the final time, remember this is an initial guide; it's the starting point of who you want to have in your Team 17.

Lover

Who is your significant other? The one who you care about more than any other person? An individual who makes your heart skip a beat when they walk in a room. Someone who you really fancy, and you know they will do anything for you. If you have that person you are truly lucky.

On the flip side there can sometimes be high expectation that comes with Lover. And if your Lover isn't quite as loving as you hoped, you can feel disappointed.

Team 17 Lover _____

Mechanic

A person who just knows how to fix stuff. The type who you would instantly call if you had a technical problem. They have a mind that works differently from most other humans! It doesn't matter whether it's electrical, mechanical, software, hardware or something which you can't even put a name to – they still know how to fix it. Who's your Mechanic?

The flip side is that although it can be fun learning how to fix stuff yourself, when you have a Mechanic who you rely on, it's too easy to just let them take over.

Team 17 Mechanic _____

Critic

Having someone who will be totally honest with you and doesn't pull punches is important. A good Critic who gives you excellent feedback is a rare person to have in your Team 17. I remember asking Patrick Kielty for some feedback on my presentation style. He was coaching me to deliver stand-up comedy (terrifying) for a charity event and came to see me in my 'safe place' presenting a business keynote. We had lunch afterwards and I honestly thought he was going to say that it was really great and here are just a couple of pointers. Instead, he took out a notepad and shared with me page after page of areas where I could improve. It would have been easy to get pissed off but it was Patrick Kielty, so instead I chose to test the feedback he shared. Wow, what a difference.

Of course, the flip side to the Critic is that you don't have to take on board everything they say. Every Critic is simply sharing an opinion. And opinions are like belly buttons – we all have one.

Team 17 Critic _____

Lawyer

Do you have somebody who you could call upon for legal advice? Maybe you have business lawyers, personal lawyers, property lawyers, litigation lawyers and a whole host of other people who you will pay to keep you out of trouble. But really you only need one person. And they don't have to be a lawyer, just a person who understands legal processes and could advise you when you do need a legal heads-up.

The flip side of a good Lawyer is a bad Lawyer.

Team 17 Lawyer _____

Accountant

Having somebody who can give you good financial advice and who is prepared to share with you exactly what you need to do to look after your money will pay many times over.

You may be lucky in that you have somebody who will give this advice for free. In my experience though it's worth having somebody who you pay, even if it's just for an annual review of your personal finances, tax position and investments.

Flip side: sometimes the Accountant doesn't understand the emotion behind your decisions. It's not always the case but finding somebody who's great with the numbers – but also has a level of emotional intelligence – can be challenging.

Team 17 Accountant _____

Confidant(e)

A person who you can share anything with and they will absolutely keep it confidential. Very rare. A person who you can just go blah blah blah with is brilliant. You don't need advice, just the person who will listen.

The flip side of having a Confidant is that sometimes you just want to gossip.

Team 17 Confidant _____

Troublemaker

If you're having a night out, who is the one person who you know would be up for anything – before you even have to ask? You have them as your wing man or woman and they can instantly be relied on to go a bit too far and get you further out of your comfort zone than you planned. You wouldn't want to go out with them all the time, but when you do you can guarantee there'll be a story.

I probably don't need to point this one out but the Troublemaker does what it says on the tin. Sometimes staying out of trouble is for the best.

Team 17 Troublemaker _____

Elder

Who's the oldest member of your Team 17? I don't mean in age (although they might be) I mean the one who's been around the longest. Your Elder.

Maybe you grew up with them and they're still friends now. Perhaps you met them at university or in your first job. Maybe they're still an old friend and you've lost touch, but you could pick up the phone and instantly reconnect. Who's the oldest member of Team 17?

The flip side of course is sometimes the oldest member doesn't really want to see you change. They romance at the idea of 'the good old days'; they're not quite as comfortable as you would like them to be with your new friends and maybe they don't have as much in common with you as they used to.

Team 17 Elder _____

Quick Check

You're halfway through your Team 17 list, so now would be a good time to check in and see how you're doing. Remember, this is not literal, **it's archetypes**. If you're thinking you don't know a qualified lawyer or accountant, you may have missed the point. Who has those characteristics?

And this list is fluid. The first time I did it I ended up with the same person as four of my archetypes, three were empty and a couple had several names. It's all good at this point. Just follow the process.

Entrepreneur

Who do you know who has a good head for business? They can work profit (or loss) in seconds, know exactly what you should be spending, where you should be spending it and how much to charge. They have a knack for recruiting the right people and can get the best out of a team. If you run a business this is your go-to Team 17 member for new ideas, growth opportunities and for when you're in the sh**.

The challenge with a business support team member is that it's your business, not theirs. The flip side is that sometimes they would like to run your business how they would want it rather than how you would – even though it's your company.

Team 17 Entrepreneur _____

Broad Shoulders

They'll take on anything. Often, they are family members, also best mates or colleagues. They can appear like magic just at the right time and have the ability to take on huge amounts of work, pressure and responsibility. They never buckle.

The flip side is sometimes the people with the broader shoulders can also come across as 'poor me'. They love taking on responsibility but they're happy to let you know that they're dealing with a lot. Guilt card anyone?

Team 17 Broad Shoulders _____

Generalist

The type of person who knows just enough about everything. You want them on your pub quiz team and you'd like them to help you when it comes to wading through an issue. They just get it, and they get it quickly.

The flip side is that sometimes they find it difficult to accept that they may be wrong or that there is another way.

Team 17 Generalist _____

Physician

This could be your doctor, trainer, osteopath, nutritionist or somebody who is super fit and healthy themselves and is always happy to give advice and recommendations. Having somebody who is brilliant at keeping you fit and healthy is an essential part of Team 17. Note: you're looking for somebody who is a health professional rather than a sickness professional, ie. keeps you healthy rather than fixes you when you're ill.

The flip side of having somebody like this is they can become fanatical and when that occurs you never feel completely comfortable around them. There has to be a balance.

Team 17 Physician _____

Connector

If they don't know a person, they know somebody who does. If you need a person with a certain set of skills, your connector will know how to find them.

Who will be your Team 17 Connector? A little bit of advice when working with connectors ... Once you decide who your connector will be, it's worthwhile making sure you have given them a few deposits in their emotional bank account. You don't want to feel like you're going overdrawn the first time you ask for their help.

Flip side: the Connector will consider you as part of their network. Be ready for when they ask you for something.

Team 17 Connector _____

Family

You may choose not to have anyone in your Team 17 who is a family member – or it may be unavoidable. If you have kids, the chances are you will always do stuff for them (even when they're grown up) and if you have parents, maybe they're there for you? It's certain that one day you will need to be there for them. If you're fortunate enough to have siblings who will be happy to see you become successful, then they can be excellent members of Team 17. Blood is thicker than water.

Flip side: unlike all the other archetypes, you can't choose family. Please do not feel any pressure to have family members in your Team 17.

Team 17 Family _____

Fixer

Having a fantastic Fixer as part of Team 17 is wonderful. They grease the cogs and make things happen. Need a table in a busy restaurant at 8.00pm on a Saturday? They'll get the booking. Looking for the best deal on holiday? They'll find it. Want tickets for a sold-out event? They'll acquire them. Need a supplier for a supply chain product at short notice, they'll find one. It's amazing what a good Fixer can do.

The flip side is that it can be easy to get carried away with a good Fixer and to start using them to organise trivial stuff, rather than focusing on what you really need to achieve for your 17 goals. And the chances are, like the Connector, they'll want something in return.

Team 17 Fixer _____

Career Supporter

Are you in the right job with the right prospects? Finding a person who can give you great career support inside or outside of your own organisation will help you to progress in your career faster and work will be more enjoyable. There's often somebody who is happy to give advice and guidance formally or informally.

Be careful, as the flip side can be that individuals and organisations who you think are helping are actually helping themselves.

Team 17 Career Supporter _____

Specialist

A Specialist is the person who will work on a very specific problem and has huge expertise in that area. Sometimes you'll need to pay for this but usually every penny spent is worth it.

The flip side is when you find someone who is a Specialist and you start to give them tasks that aren't in their area of expertise, they don't have the ability to say no.

Team 17 Specialist _____

Coach

Do you have a coach or mentor? I've had the privilege of coaching hundreds of people over the years and to see them grow and become better people, more effective leaders and more successful in every possible measurable way. It fills me with joy.

If you have a great Coach, you will know that they are 100% in your corner; there's no politics, games, jealousy or other distractions. They just want *you* to be the best version of *you*.

Flip side: there's no downside to having a great coach.

Team 17 Coach _____

Bringing it all together

Wow, well that was a big job.

If you've done the exercise, congratulations. You have just joined a tiny percentage of people who've actually thought about who they want to have in their corner and put names next to roles.

The next stage is to get them on board and recruited to Team 17. To do this I would suggest using the 'I need your help' technique from my book *How to Be Brilliant* chapter 7. Or if you don't own the book, the basic concept is as follows.

Assuming you've completed your plan and identified who you want on your Team 17, the next stage is to develop relationships with these people and ultimately get them involved. You can do this by creating a *Farm List*.

Farmers don't use all of their land all the time. Some fields are being planted while others are harvested. Some more are left to go fallow while others have livestock on them. Farmers are patient; harvest too soon

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and you won't reap the rewards of your crop. However, if you leave it too late to plant you will miss your moment and be left with barren fields.

Once you've decided on your Team 17 there will be three types of people who could join.

Ripe and Ready

The people you could ask right now and they're just waiting to help. Don't leave it too long; if your intuition says these people are in place and would be happy to help you then go for it – ask. 'I need your help...

Planting the Seeds

Others you may not feel close enough to, or have a strong enough relationship with. This doesn't mean you're not going to bother with them; just have a list of these people and think what you can do to nurture your relationship with them. Just like farmers do with their crops. You know you have to invest time and care in the early stages and do so without taking anything out. Patience is the key.

Already Harvested

With some, you may feel like you have already taken enough or even too much from the relationship. These people, just like the fields, need to be tended, nurtured and in some cases left to go fallow before you start the seeding and growing process again. Don't over-harvest your crop.

Once you've decided who can help you, and when you're going to ask them, you may find that you have a few gaps in your list. If that's the case, then you need to find new people who can help.

My advice is to meet as many people as possible and to do something for them before you even hint that you need anything from them. Helping others first is the secret fertiliser that will accelerate the process so that ultimately, when you ask, they will be ready to help you. The good news is, unlike the farmer, you don't have to wait for nature, you can do this whole process in weeks, or even days.

That's Team 17. The accelerator – with a brilliant team around you, what could have taken you years will take months; months are reduced to weeks, weeks to days, days to hours. You get the idea.

Now build your Team 17.

17 Damns

Each morning, you start your day with 17 damns. It's up to you how you use them.

Does this sound familiar?

Damn that alarm clock. [1]

Damn the traffic this morning. [2]

Damn – does that phone ever stop pinging? [3]

Damn the amount of emails – it's getting worse. [4]

Oh damn... I'm going to be late! [5]

Damn, meeting with Gary. That'll be dull. [6]



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All damns don't have to be negative...

All damns don't have to be negative though. You could give a damn about...

Alan, he's been down a bit lately. [7]

I give a damn about the quality of this work. [8]

Sue could do with that report early. Let's help her out. [9]

Send my partner a quick 'Love YOU' text. [10]

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Then suddenly...

Damn, forgot to top up the meter – £30 fine! [11]

Time to get back to the positive damns:

'Hi Mum. No, all good. Just ringing to say hi.' [12]

'Right kids, tell me about your day?' [13]

Feeling great, then...

Just need to watch the news. 'Damn Trump!' [14]

Have you seen the weather? Damn, that's this weekend written off. [15]

Shoot – still need to do those last couple of emails. Damn my boss! [16]

One left.

Positive or negative? Give a damn? Or state a damn?

There's more of a science to this than you think. Choosing where you focus your attention, especially with things that you give a damn about, is finite. Positive or negative. You start the day with so many damns and you can use them up any way you like. Look at the research by Kelly McGonigal on willpower to see how quickly you can use that up.

Some people have all their damns used up with unhelpful emotions and reactions by lunchtime. Others choose more carefully. What about you? How about ensuring that by the time you go to bed you still have a couple of damns left. To give thanks.

Thanks for this damn fine life.

Your Independence Day

Our American cousins love to celebrate Independence Day. Us Brits hate to tell them this... but we were going to let them go anyway.

Everyone needs their independence days. The days when we say with confidence, 'That's it. It's time.'

And you know it's time. Time to move out or away from this situation which is causing you pain.

Sometimes it works in reverse. The person who you want to leave, to give you your independence, makes the decision. One day they go! Better to let them 'resign' rather than you giving them the push. The last thing you would do is tell them you wanted them out of your life. You just want to let them go with a smile.

When Independence Feels Great

Have you ever resigned from a job, one you didn't love...

Or left a relationship...

Or an unhelpful friendship...

A negative community...

An environment that was bringing you down.

Then you know the power of finding your Independence Day. It feels great.

Sometimes it isn't even a person. It can be a thing. Alcohol, chocolate, something stronger?

What do you no longer need in your life? When is the right time to resign? To find your independence.

Maybe as you're reading this there's a pang. Something nagging away. Maybe I've touched a nerve. Perhaps I've gone over the line? If so I'm sorry. Actually, to coin an awful phrase, 'I'm sorry, not sorry'.

Sorry that you're having those pangs, not sorry that you're about to do something about it.

If you want to really make your independence stick, then consciously replace what you've removed with something positive.

I was once coaching someone who claimed they couldn't quit smoking because if they stopped smoking they became fat. It wasn't that they gained weight because they gave up smoking it was because they took up Snickers. Two or three a day!

After a little work, they changed their focus. Gave up smoking, took up walking. Slim, clean lungs, independence from cigarettes. That was in 2004; today they are still walking a minimum of 10,000 steps a day and are smoke free.

17 Ways to Gain Your Independence

- 1** Decide
- 2** Plan
- 3** Act
- 4** Get help (join Team 17 michaelheppell.com/17)
- 5** Keep going
- 6** Document
- 7** Listen
- 8** Read
- 9** Find a mentor
- 10** Forgive
- 11** Be resourced
- 12** Stay legal
- 13** Don't gossip
- 14** Stay healthy
- 15** Find someone 90 days ahead of you – ask for help
- 16** Keep a journal – when you're stuck, re-read
- 17** Replace what you're leaving with something positive

I hope you've enjoyed these bonus chapters.

Make sure you're a part of our communities where like-minded people will give you the support and help you need on your 17 journey.

www.michaelheppell.com/17