

RESTORE ~ REBALANCE ~ REJUVENATE WORKBOOK

*Create Your Future
Six Weeks of Positive Action Steps*

by Mary Francis



Your next step is not about the past as much as today's part of your journey. It's about taking the necessary action steps to not only get rebalanced, but to create the life of your dreams.

When you purchased this workbook you were taking a major step towards being a happy and fulfilled person who understands what they want from life. Every day for the next 6 weeks you will take action steps that are specifically laid out for you.

Study this workbook – make it your constant companion until you have mastered all the ideas contained in it. Spend time creating a vision of what you want, cultivating gratitude, and doing all the advised action steps.

This workbook will guide you into a future you designed instead of a future that just happened. You will also learn how to understand all the emotions that you're experiencing.

Refer to it often over the months and years as you grow and experience all that life has to offer. Do not wait for a change of environment before you act. Instead act today and your environment will naturally change.



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INDEX

Week 1 - Your Past and Present state

Page

6	Day 1 – Analyze where you are today
9	Day 2 – Let Go of the Past
13	Day 3 – Simple 360 degree Feedback Exercise
16	Day 4 – Where are You Today?
18	Day 5 – Do it Anyway!
21	Day 6 – The Beginning and Staying Motivated
24	Day 7 – Start Keeping a Journal Today

Week 2 – Health: Mental – Physical – Spiritual

26	Day 8 – Do You Really Want to Change?
29	Day 9 – Are You a Glass “Half Empty” or “Half Full” Person?
32	Day 10 – Daily Habits to Support You
36	Day 11 – Simplify Your Life
39	Day 12 – Tangible and Intangible Goals
42	Day 13 – Spiritual Journey
46	Day 14 – Physical, Emotional, Mental, Intuitive Energy



INDEX

Week 3 – Relationships Moving Forward

Page

49	Day 15 – Relationships – Anger and Time Out
54	Day 16 – Detox Your Toxic Relationships
58	Day 17 – Are You a “People Pleaser”?
60	Day 18 – Stop the “Must” and “Should” Self-talk
63	Day 19 - You can Say “No”
71	Day 20 – Are You Ready for Dating and Remarriage?
76	Day 21 – Trust - It Doesn't Come Easy

Week 4 – Goal Setting

78	Day 22 – Refining Goals – Making Them SMART Goals
85	Day 23 – Getting Unstuck
89	Day 24 – Most Important Tasks & Making Decisions
92	Day 25 – Action Steps and Habits
96	Day 26 – What Do You Need to Let Go Of?
101	Day 27 – Do You Postpone Decisions?
105	Day 28 – 6 Month Goals and Your Purpose



INDEX

Week 5 – Overcoming Fear

Page

109	Day 29 – What is Your Attitude as You Overcome Your Fears?
113	Day 30 – Denial and Limiting Beliefs
118	Day 31 – Self-Care
121	Day 32 – What Do I Need to Care for Myself?
125	Day 33 – Don't Wait for the Perfect Moment
128	Day 34 – Being Happy!
134	Day 35 – Your Values

Week 6 – Creating Your Future and Following Your Passion

140	Day 36 – Thankfulness
142	Day 37 – Your Life Story
147	Day 38 – Are You Appreciated?
150	Day 39 – Action and Priority
152	Day 40 – Annual Goal Setting
157	Day 41 – Highlights From the Course
161	Day 42 – Last Day, Check list: How Are You Doing?



Restore, Rebalance, Rejuvenate

6 weeks of daily actions steps, support and encouragement

Week 1 - Analyze Where You Are Today



Week 1 – Day 1

Happy, successful, fulfilled people understand that the future begins with what happens today. They make the most of the present moment and build their future one day at a time.

“**Restore, Rebalance, Rejuvenate**” is an invitation to do just that – to think and to reflect. It’s an open door to self-discovery, so step through and begin the journey towards living the life you were born to live.

Please read and reflect on each part of this workbook. I encourage you to underline important ideas, write encouraging comments in the margins and jot down fresh ideas as they come to you. You will also find plenty of space to respond to what you’re reading. Write down your thoughts, your questions, your feelings and your dreams.

To get the maximum benefit from this workbook, you’ll find it extremely helpful to be actively writing down your answers when you come across a question. When you write out your responses, be as honest as possible. Don’t be afraid to freely express your thoughts and feelings. Don’t worry about spelling, grammar or sentence structure.

No matter where you are or what challenges you are facing, you can have a life filled with peace and joy, and not just for a day, but for the rest of your life.

During the next 6 weeks you will be developing an attitude of thankfulness. The best way to transform your mind is by trying to rid yourself of the garbage you've been fed over the years and the negative thinking patterns that have held you captive in the past. I want you to be very aggressive and deliberate as you turn your attention to the positive.

- Have you ever imagined yourself accomplishing your dreams?
- Do you keep that vision of victory in front of you?
- Are you letting your past disappointments hold you back?

Question: Describe what your life would look like if your dreams started coming true:

Today, start creating an environment of success by getting rid of negative, wrong thinking and replacing it with a fresh vision of your future.

Do your best to reject thoughts of limitations and failure in your mind, and replace them with the empowering words of truth, victory, health, and happiness. Keep going back to the above description of what your dream future could look like.

Who am I doing this for?

There is only one acceptable answer to this question, and that is "me" and no one else. You're probably a lot more comfortable doing things for others, but how often do you really do something for yourself?

"Rocking Chair" Life Vision

INSTRUCTIONS:

- Do you ever wonder what your life dream is? This exercise helps you see the vision you *already have within you* for your life.
- Allow yourself 20 minutes of quiet time to ponder!
- This is about YOU, so let your imagination go, **write a story and paint a picture of your life with words.**



Now, take a moment to REALLY imagine you are blissfully happy and healthy AND 90 years old. You're **sitting in your rocking chair** and looking back over your **IDEAL life**.

1. **Who are you** as a person? What is it about you that **people value**?
2. What have you **achieved**? What are you **proud of**? What added meaning to your life and gave you a sense of **fulfillment**?
3. Perhaps consider how your life unfolded in the following areas; **Family, Friends, Significant Other, Career, Health** (emotional, spiritual and physical), your **Home**, what you did for **Fun and Leisure**, what you **Learned** about, what you did in **Service, Leadership** or in your **Community**.
4. Finally I wonder what you **see** around you? What are you **feeling**? What can you **hear**? What **SHOWS** you're truly happy?

Who's on Team "ME"?

Before you go any further, consider having a serious heart-to-heart with everyone in your immediate circle. Tell them why you're doing this, why it's so important to you, what you need from them, and how it might affect your relationship. When they realize how important this is to you, they will listen and support you as you build your new future.



Repeat out loud: “For a long time, my mind has been packed with negative, limiting thoughts. But today I’m beginning to change my mind, to make a new beginning with no limitations. I was created to be in control of my life and today I’m taking that control back.”

Let Go of the Past

We live in a society that loves to make excuses, and one of our favorite phrases is “It’s not my fault.” But the truth is, if we are bitter and resentful, it’s because we are allowing ourselves to remain that way.

We’ve all had negative things happen to us. If you look hard enough, you can easily find reasons to have a chip on your shoulder. Anyone can make excuses and blame the past for their poor choices. You may have valid reasons, but if you want to live in victory, you cannot use past emotional wounds as an excuse for making poor choices today.

You have to learn to let go of the past, to let go of your excuses (even valid ones), and start thinking instead of all that you can do. Quit comparing your life to someone else’s, and quit dwelling on what could have been, should have been, or might have been. Quit asking questions such as “Why me?” or “Why that...?” or “Why this...?”

You can’t do anything about what’s already happened to you. Don’t hold on to feelings of resentment or bitterness as they will only poison your future. Let go of your hurts and pains. Forgive yourself for the mistakes made and forgive others who did you wrong.

When you are unable to forgive, you are headed for trouble. You are on a destructive path – change your course. If you want to be happy, if you want to be free, you must be willing to change the course of your life.

Describe that impossible situation in which you would like to see some course changes.



Are You Sitting (Too) Comfortably?

INTRODUCTION:

When in our comfort zone we're on auto-pilot. We may feel confident, relaxed, secure, snug even - it's an easy place to be.

"It is not because things are difficult that we do not dare, it is because we do not dare that they are difficult." Seneca

The question is, have you overstayed your welcome? Answer the questions below to find out.

Answer these questions briefly, before you score yourself below:

1. When was the last time I tried something new?

2. How much am I learning and growing right now?

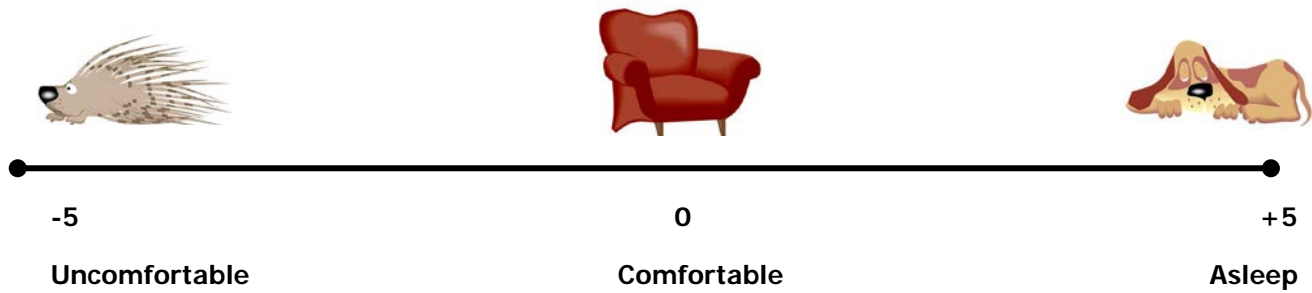
3. Do I feel I'm doing too much - or not enough?

4. When was the last time I took a risk?

5. Do I feel like it's time for a shift - or a change?

So, where are you on the "Comfort Continuum"?

Use your gut-feeling to put an X on the line to represent how comfortable you are in your life right now:



Does where you are on the "Comfort Continuum" serve you and your goals?

Do you need time in your comfort zone to rest and recharge? Are you just right? Or are you heading towards Snoozeville?

"Life begins at the end of your comfort zone." Neale Donald Walsch

What have you been putting off doing because it makes you uncomfortable? What actions could you take?

It could be anything. Examples include creating necessary "me" time, making a difficult phone call, updating your resume, taking a vacation, making a decision that supports you but disappoints someone else, starting a new hobby or activity - or letting go of a habit, activity, role, job or something else that no longer serves you.

Simply write your actions in the space below, being as specific as you can:

1st Action -Something you can do **Now!** (Right away or by the end of today) _____

2nd Action _____ By when _____

3rd Action _____ By when _____

Remember that discomfort simply means you're learning - and growing!

Forgiveness

The decision to forgive yourself or somebody else is the first step you should take to live in the present moment - let the past stay in the past.

If you hold onto the past, you are really saying that you prefer to live in the past. This also goes for when we won't forgive ourselves, committing ourselves to a life of guilt and mental anguish. To not forgive is one of the greatest causes of sickness because it puts stress on us mentally and physically.

You may be blaming others for your unhappiness. Not taking any responsibility and blaming others will stop you from taking steps forward. If something has been done, it's done and blaming isn't going to make it go away.

It's important to realize that we all live the best way we know how, we make mistakes, we do stupid things and we aren't perfect. To continue to blame and not forgive is fruitless and destructive for us. However, if we do forgive, we change our attitude and that changes the way we see things.

When we blame others or ourselves, we are avoiding the real issue which is, what to do about the situation. It is our choice to live in the present or chain ourselves to the past.

Freedom of Choice

You are free to choose happiness and to lead a productive life. You may choose to stay single or to enter into another relationship.

But more importantly: the freedom to be ourselves must come first. Many of us carry around the burden of unmet needs, needs that control us and rob us of the freedom to be the person we want to be. As we unload these burdens we will learn to meet our own needs and to be ourselves.

This is the most important freedom of choice we will ever make – to be free and to be uniquely ourselves.



Week 1 – Day 3



Simple 360° Feedback Exercise

Identifying Your Strengths & Weaknesses:

- We know our obvious "Strengths" and "Weaknesses" - but how do other people see you? What about your blind spots - hidden talents or shortcomings you're not aware of?
- When we get clear on which talents or strengths other people value in us it gives us the chance to showcase these and strengthen ourselves.
- And when we know what other people consider as our shortcomings it gives us the chance, if we decide it's necessary, to improve ourselves OR improve how other people perceive us.
- This exercise is about asking people 'around' you for their feedback on your strengths and weaknesses so you can learn how to manage yourself, your work and your life better.

Step 1:

Think of:

1. 3 people at work (pick someone below, equal and above you in your work hierarchy)
2. 3 people from your personal life
3. 3 people you are 'afraid of', who might not like you, or whom you don't like

Consider who is likely to take the time to do this for you and who will do a good job. Also, not everyone will feel comfortable doing this, so you may want to have some back-up names at the ready.

Step 2:

Ask these 6-9 people from Step 1 above to write or email to you how they see:

1. Your Strengths and Talents
2. Your Weaknesses/How you Sabotage yourself

See the end of this Coaching Tool for a sample wording for your request. Also, think about whether you want to have a telephone or in person meeting with them afterwards to discuss their feedback.

Step 3:

Once the feedback is back in, compare and contrast the responses:

1. What similarities and differences do you notice?
2. How does the feedback align with how you see yourself?
3. Write out what you've noticed about yourself from the feedback in the spaces below.

Weaknesses: ONLY include weaknesses that you have CONCRETE evidence for. If there is something in the responses that you think is inaccurate – you're probably right.

Strengths: Often we have strengths and talents that we're so good at we take them for granted. Usually when we enjoy something or find it easy, it's a strength!

What I've noticed from my 360 Feedback is:

.....

.....

.....

.....

What most surprised me was

.....

I am most valued for

.....

I could most improve

.....

Because of their past some people tend to expect the worse. They have a "poor-old-me mentality," always negative, always depressed. They honestly feel so overwhelmed by their troubles that they have difficulty believing that anything good could happen to them.

Sample Wording for Email/Request to provide 360° Feedback:

Dear _____,

I am currently working on a personal development plan - and would like to better understand how other people perceive my strengths and weaknesses so that I can be more effective.

I value your opinion as my _____ (*role in your life*) and would really appreciate your honest feedback.

I would like to know how you see:

1. My Strengths and Talents - what do you value most about me?
2. My Weaknesses - how do I sabotage myself?

This can be as simple as a quick bulleted list. And please note that it would be very helpful if you could include SPECIFIC examples so that I can better understand your comments.

If you could get this to me by _____ *date* _____ that would be great.

I really appreciate your input and thank-you in advance.

Sign My *Name* _____

In the space below, **write** about some of the things in your past that are keeping you from perceiving a positive future.

Now, read back over what you just wrote and replace it with new, hope-filled expectations of how you want your life to turn out. Our expectations set the boundaries for our lives.



Week 1 – Day 4

Now, what are you going to do about your life? Are you tired of being tired? Tired of all the complaining, whining, and wondering if there is a better way to live. Tired of all the fear, worry, feelings of unworthiness and misery.

Where are You Today?

Checklist to help you create a snapshot of your life in this moment of time:

- | | |
|---|-----------|
| • Do I usually get 6 to 7 hours of sleep? | Yes or No |
| • Is my diet mainly processed food? | Yes or No |
| • Am I spending time outside each week? | Yes or No |
| • Do I drink 8 glasses of water daily? | Yes or No |
| • Do I see my doctor for regular checkups? | Yes or No |
| • Am I having some fun? | Yes or No |
| • Do I have friends that really listen to me? | Yes or No |
| • Am I getting some exercise 3 x a week? | Yes or No |
| • Can I ask for help when I need it? | Yes or No |
| • Can I let my negative emotions go? | Yes or No |
| • Do I have goals? | Yes or No |
| • Am I okay with being alone? | Yes or No |
| • Do I have some spiritual support? | Yes or No |
| • Do I remember the last time I laughed? | Yes or No |
| • Can I switch my thoughts from negative to positive? | Yes or No |
| • Do I have someone that I need to forgive? | Yes or No |

Get rid of all the negative talk and discouraging thoughts. You are valuable – You are loved. There is nobody else like you. You are one of a kind, so don't get discouraged.

Dealing with Feelings of Despair / Depression / Anxiety

We all go through life where there doesn't seem to be anything positive to look forward to. That's life and as long as we are alive there will be difficult times, heartbreak, no money, lost jobs or lost loved one.

In those deep times of loss we wonder if we can continue, but somehow we do! Sometimes we lose our perspective and life is so gloomy that it just doesn't feel worth the effort to even get out of bed.

It is pointless worrying about tomorrow's problems or dwelling on past mistakes, but that doesn't stop us from falling into this trap.

Next time you find yourself feeling low, check off if you have the following:

- Can I breathe without an oxygen tank? _____
- Do I have someone who cares about me? _____
- Will I have enough to eat today? _____
- Will I have a place to sleep tonight? _____
- Can I get out of bed and dress myself? _____
- Can I see the faces of those around me? _____
- Can I walk? _____
- Do I still have your mental, thinking capabilities? _____

Does it surprise you to learn that some of these symptoms are characteristic of depression? Some people believe that problems with sleep, appetite, motivation or anger are separate from depression.

Negative thoughts are damaging because they contribute to low self-esteem, low self-confidence, relationship problems and they can interfere with our willingness to take action and do something to help us feel better. It helps if we do activities that are enjoyable or activities that accomplish something. Note that pleasurable activities need not be expensive or time consuming – they are just everyday enjoyable events.



Do it Anyway!!

If you are going through a tough time in your life, even if you don't feel like keeping a positive attitude – which, at times, you probably won't – make a conscious effort to do it anyway. Know that every minute you allow yourself to lapse into a negative attitude is a minute that cannot be lived again.

Write 5 things I can do with that seemingly impossible situation in my life.

1. _____
2. _____
3. _____
4. _____
5. _____

Pick ONE positive word to repeat (nurture, self-care, comfort, love, faith, wellbeing, relaxation, support, etc.). Every time a negative thought comes to mind, repeat your one positive word FIVE times - out loud if possible.

Get in the habit of asking yourself this question throughout your day for the next week: *"What do I need to help me better care about myself right now?"* Slow down and take a minute to consider this question. This process will help you prepare for the rest of this course and help you to create ways to get things done.

It's Already Within You!



INSTRUCTIONS:

- We often have role models or people we admire. It could be their image, their energy, their people skills, leadership skills, the way they make life seem so easy and uncomplicated or something else.
- Whatever inspires you, this exercise helps you think about who you would like to be by considering what it is in others that you admire and aspire to: If you can see it in others, you already have that quality within you!
- Allow yourself 20 minutes of quiet time to relax and write your answers!

1. **Who are your Top 3 Role Models? Who impresses you? Who do you admire?**

NOTE: They can be real or in your imagination, someone you know or don't, in a film or book, alive or even dead!

1. _____

2. _____

3. _____

2. **Who has been most influential** in your life over the last year, personally and in your career?

Personally _____

In your Career _____

3. **What about them has impacted** you? What do you **most admire** about your role models above and why? What can you **learn** from them?

4. **Which of these qualities** would you like to **emulate** or have for yourself?

5. **How could you begin to bring** some of those **qualities into your everyday life?**

NOTE: Think how you could adapt what your role models do to fit you and your life, what unique slant could you add?

1.

2.

3.

4.

5.

Finally, what one specific action will you choose to help you move forward?

by when

Last word: Reading books, memoirs, autobiographies or watching/listening to podcasts, radio, films and documentaries about the people you admire can give you plenty of ideas and inspiration on how to grow.



The Beginning and Staying Motivated

You can't go around thinking thoughts of defeat and failure, and expect to have joy, power, and victory. Begin speaking in terms of victory rather than defeat. Your words have amazing power, so quit talking about what you can't do and start talking about what you can do.

Write out a dozen good things in your life. Don't tell me there is nothing – if you're reading this then you can see, you can think and you can reason – many cannot.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

The Beginning: We are approaching the end of Week 1 and the beginning of you keeping a record of your journey. Day 7 has tips and advice on keeping a journal, but today I want to define just what a journal is and isn't. Your journal isn't necessarily a place where you just write about the dreams you have. It's the place where you explore your relationships, where you attempt to dissect the whys and hows of your behavior, and where you try to pinpoint the psychological hot buttons that will help propel you to success.

I want you to keep this journal with you and use it every day of this course. Each day, I will be giving you an action step or information to help you focus on your journey.

There's no need to take all day to complete these exercises. I would never ask you to do anything I wasn't willing and able to do, and I certainly can't spend hours a day exploring my life. But I can find 30 minutes a day and so can you.

The action steps will help you discover and understand your motivation, your barriers to success, and the ability within you to achieve major life goals. Make no mistake! Some action steps may not be much fun. Some may ask you to confront difficult personal issues or behaviors. But they will help you to uncover your demons, confront them and fight them.

As you answer the questions on the following pages, remember to periodically look back and read your past answers. That's how you will be able to keep track of your process. Each day builds upon the last, moving you closer and closer to a deeper sense of self-awareness. Your journal is your emotional thermometer. Your thoughts are the clues to all your destructive insecurities and all your inner power.

Staying Motivated: And now, a word about attitude. By now, you get it. Believing in yourself is integral to this entire journey. I see the power of attitude firsthand in every success story and every time I meet a reader who's faced a life challenge head-on and never gave up.

The right outlook and perspective is what I always call the "magic sauce." It means better results, faster results, and results that last. I urge you to keep this in mind when the going gets rough: Changing your thought process can change your whole experience.

Now, armed with this information, head into every day imagining yourself strong, energized and content. Don't recall moments from your tough day or dwell on things that aren't right. Instead, imagine yourself walking on clouds or that an invisible force is lifting you up, helping you take that next step.

Your mind is a powerful thing. Use it!! If you take just a few seconds to adjust your attitude, you won't believe how much easier, faster, and enjoyable this course will be.



Eat your Elephant Worksheet!

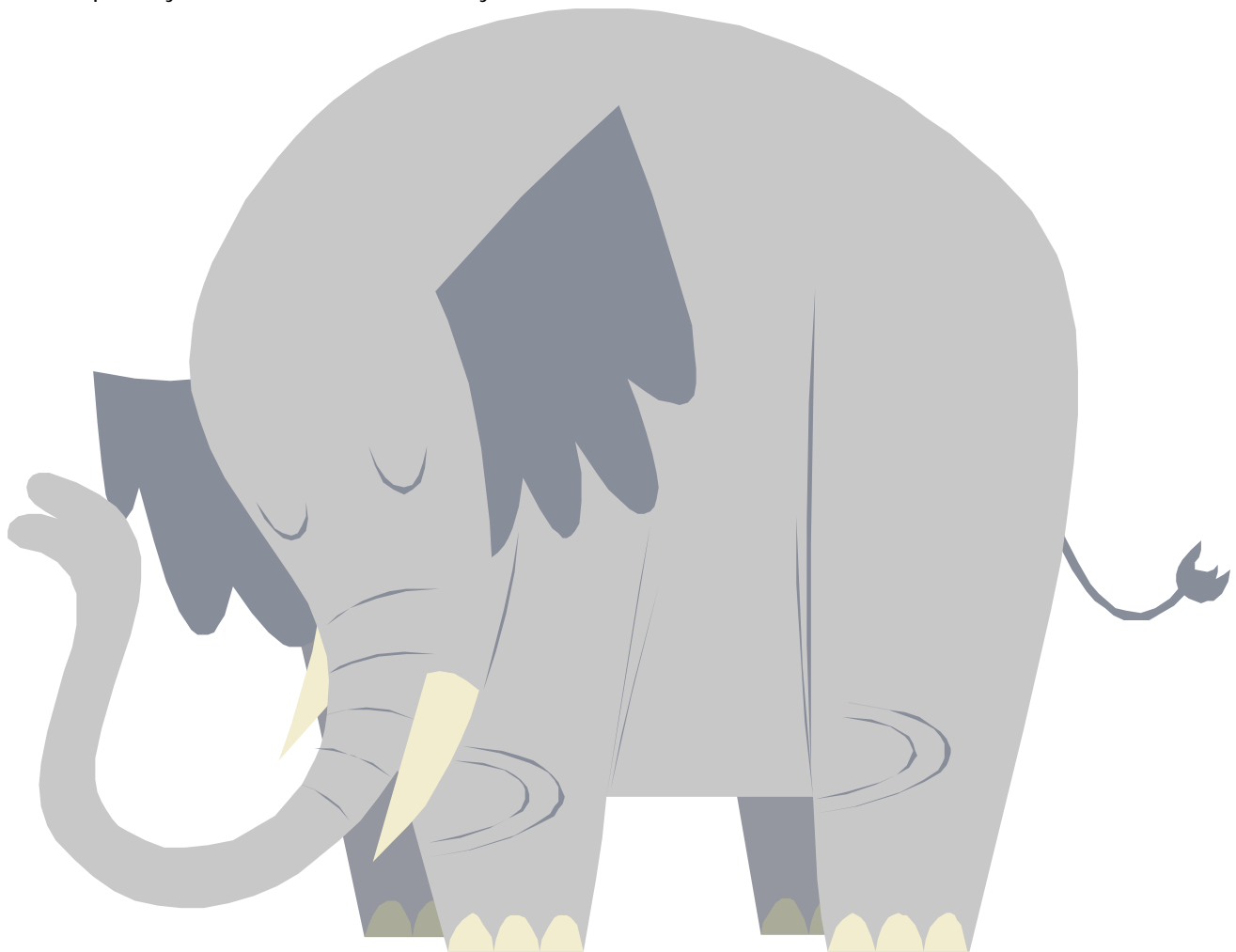
INSTRUCTIONS: Do you have an elephant on your plate? How do you stay motivated to eat it? A task, goal or project so big it seems overwhelming and you don't know where to start?

So, how do you eat an elephant? One bite at a time!

- Write a short description of the project, goal or task here:

.....

- Now using the elephant image below, brainstorm and write out everything you think you need to do on and around the elephant's body.
- Then simply circle 1 or 2 'bites' of action you feel you can take right now and write next to them the date when you'll do them by.
- Finally, put your elephant up on the wall somewhere and return to add actions you may think of, dates to complete by and to cross off the actions you've done.





Start Keeping a Journal Today – continue for the next 5 weeks.

The very first thing I want you to do is get yourself a journal or notebook. Make sure that you love its size, color and design so that you will feel comfortable putting your most precious thoughts on paper. Pick one that gives you lots of space to write and that is easy to carry around.

Keeping a journal will start you on a journey of self-reflection. You will write out your feelings – angry, lonely, and unhappy with the way things turned out. You will find comfort in putting your thoughts in writing and please don't be a critic of your writing skills.

Don't listen to your inner critic telling you what you should or shouldn't write. Just start writing and don't stop. Put all your focus on filling out the page and before you know it you will be on the second and third page. Lose yourself in the experience and you will soon uncover thoughts and feelings that you were not even aware you had.

Don't worry about writing long passages every day, if you are really busy just write a paragraph or two about your day. The important thing is that you develop the habit of self-care by taking the time to journal every day.

Your journal will become filled with your life – the pain, the laughter, the significant events, the searching questions of why life is the way it is and most importantly how it all came together to make you the person you are today.

There are many different ways to use your journal. Write your past, present and future vision. Write about your thoughts, dreams, feelings and relationships to others. Another way is to write letters addressed to yourself in your journal – say whatever comes to mind and write without holding back.

Ask your inner-self all the questions you want answers for. Take time to let your mind and spirit reflect on your question. And then write the answers that your inner self has given you. There is no right or wrong here – it's just you and your journal.

Another way of connecting with your feelings is to write down your dreams as soon as you wake up. It's amazing what answers or thoughts will come to you as you sleep. Keep a paper and pen beside your bed because if you don't write it down at once it will be forgotten.

Your dreams may provide you with important insights into what is going on in your life.

Your new journal is a safe place to jot down anything that relates to your ideas of self-nurturing, your dreams and goals. It's about writing down your thoughts and doing what pleases you with no restrictions.

- Write down everything that comes to mind and don't worry if it seems impossible.
- Write out your vision of what a good life means to you.
- Make a list of 50 things that would make you happy (small and big).
- Recognize when good things happened to you that day. Tangible things like that extra change found in the car, to the intangible, like a stranger holding the door for you or someone thanking you for something.
- Keep your journal private.
- At the end of each day, write in your journal everything positive that YOU accomplished that day. This isn't your "to do" list, but instead your "done" list.
- Be specific on what you enjoyed that day. Let your feelings flow and your emotions empty onto the page. Don't worry about spelling or correct grammar.
- Attempt to get your "heart" on paper. Don't try to impress anyone with your answers. In fact, since it's your own thoughts and feelings, they can't be considered "right" or "wrong". Create in your own words a journey to a new way of life.
- Be consistent as to when you write and record your thoughts – early morning or late evening seems to work for most people. The important thing is to do it daily.



I hope you took the time to answer all the questions and fill out all the areas. This is the beginning part of your journey – a fresh start to a new way of thinking and a new future.

Congratulations – you finished your first week of learning a new way of living. You have followed through on your commitment to live your best life.

WEEK 2 – Health (Mentally, Physically, Spiritually)



Week 2 – Day 8

Do You Really Want to Change?

You picked this course because you wanted to make positive changes in your life. On this second week of your journey, you've already gained a clearer picture of who you want to become, what you want to do, and what you hope to have in your lifetime. Please do not be discouraged if it seems like the journey ahead of you is long. Just take it one day at a time.

If you're serious about being well, if you really want to be physically and emotionally whole, you must get up and get moving with your life. No more lying around the house feeling sorry for yourself. Stop making excuses, stop blaming circumstances or people who disappointed you. Instead, start forgiving the people who hurt you.

Yes, as we shall discuss throughout our journey together, how you think directly affects your emotions. Indeed, the best way to get a handle on your emotions is to change the way you think. Each day I will offer some suggestions directed toward changing your thinking and giving you something encouraging to think about.

Facing your feelings allows you to concentrate on reality rather than fear and helps you choose the right action steps. You need to listen to your inner voice and take action. Call the person that you just thought of, follow up on a piece of information you received and always stay open to what you're feeling.

You're now on a path to extreme self-care. Just one last reminder – start being selfish and listen to your inner-self. Your brain's primary purpose is to protect you, so it's always on the lookout for trouble, but this may keep you focused on trouble and what could be dangerous, so focus on the positive and good.

Your action step is to learn how to override negative thoughts that prompt you to worry about things you can't control – example past events.

Ask - *"What is the real truth about this?" for each Past Negative Event in my life.*

Examine the reality of what happened in that moment.

Describe a past negative event:

Stop and really think about this negative event. Try to see it from other points of view. Now write out the real truth. Be honest about my new thoughts.

Find - *What two positives could come out of each needless worry or fear?*

The key is to focus on something positive and let go of whatever you can't change.

Will my worries today really matter in five years?

Y or N

Emotions Are Important

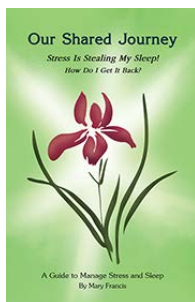
Feelings of distraction, distress, or emotional chaos are natural and appropriate responses if life starts to fall apart. Having these feelings doesn't make us a basket case. We needn't downplay these emotions, nor do we benefit from "checking out" until we are back to our old selves.

We mustn't allow anyone to minimize the importance of our emotions. When this happens, it's important to stop and educate. To say "Let me tell you how it's affecting me."

We shouldn't permit others to trivialize our feelings. We must be sure to name and claim the value of this experience for ourselves. Claim it by saying – "I respect the importance of what I'm going through." It will be easier to educate others once you understand it yourself.

Have you ever asked yourself that question – Why me? Instead of looking at it as all negative, try to find some positives. We are all surrounded daily by negative thoughts so you will have to pay attention to find those gems of positives, but they are there so don't give up.

Link to [Guide to Manage Stress and Sleep](#) on website: "The Sisterhood of Widows".



A Guide to Manage Stress and Sleep

Download a free copy as a gift from me

This Guide will help you recognize the physical and emotional symptoms of stress. We go to bed with our minds full of "what if's" or "why did I..." or "what do I have to do tomorrow." This Guide is full of tips, resources, advice and information to help you understand what to do and why "Stress Is Stealing Your Sleep".



Week 2 – Day 9

Are You a “Glass Half Empty” or “Glass Half Full” Person?

Write your answer below and include **how or why** you came to have these expectations, for better or worse. This will help you understand your mental frame of mind.

Mental

For each category, indicate how fully you are experiencing your best. Using 1 (not at all) to 10 (tremendous blessings).

Maintain a positive attitude	1	2	3	4	5	6	7	8	9	10
Read uplifting material	1	2	3	4	5	6	7	8	9	10
Regulate TV viewing	1	2	3	4	5	6	7	8	9	10
Regularly learn something new	1	2	3	4	5	6	7	8	9	10
Moods are stable, not up and down	1	2	3	4	5	6	7	8	9	10
Able to express and receive love	1	2	3	4	5	6	7	8	9	10
Listen carefully when others speak	1	2	3	4	5	6	7	8	9	10

Begin reprogramming your mind today: Start believing that things are going to change for the better, not necessarily because you deserve it, but simply because we move towards that which we see in our minds.

What if everybody around you was negative and critical, depressed and discouraged? No doubt, you may be tempted to use your negative upbringing as an excuse to live the same way. But you can be the person to change your family tree!!

You don't have to keep that negative cycle going.

Your breath is a powerful tool for recovery – a means to summon energy and to relax deeply. Breathing in to a count of three and out to a count of six, lowers stress and quiets your body, mind and emotions. Deep, smooth breathing will give you more energy and focus as well as relaxation and quiet – the ultimate in balance.

Please make your health a priority before illness happens. For self-care there is one simple change you can do in this area and that's write in your journal.

Ask yourself these questions:

- How does my mental health (stress, depression, anger) rate from one to ten?
- Do I feel emotionally secure?
- Would it help me to see a therapist?
- What am I doing for my physical and mental well-being?
- What am I doing when I feel the most relaxed? Can I do this more often?
- What is in my life that is causing stress and can be changed?
- Do I recognize that some things can't be changed or do I dwell on past experiences and daydream about different outcomes?
- After an emotional upheaval do I feel guilty about being happy or do I surround myself with friends and family?
- Do I live in the moment and appreciate life or do I retreat thinking that life will never be normal again?

Don't let your enjoyment of life be diminished by anxiety and worry over "what ifs" and "maybes." Be strong and accept that there are some things you cannot predict or change.

Some Action Steps to Take:

- Eat a well-balanced diet.
- Take a daily multivitamin.
- Get plenty of rest every night.
- Don't watch violent shows before bedtime – try to have some quiet time.
- Exercise regularly.
- Deal with problems at once so they don't drag you down.
- Find something to do that will provide positive emotional energy.
- Socialize with others and learn to have fun again.

As a follow-up, below write out **one specific action** that you are going to take after reading this to improve your life, and then take it. If you do nothing else, at least do this one thing.

We need to take care of ourselves because consistent stress will make us sick. It's not until a diagnosis of illness that we start paying attention to our own health.

Our culture values thinking with our heads based on our experiences, knowledge and education. But to honor our self-care we have to get in touch with our feelings. Maybe the most sensible way of doing things is not in your best interest because it follows the priorities of others instead of what you feel like doing.

Your stress and anxiety increases when you put your personal needs and desires aside in order to ensure that everyone else is happy. You need to listen to your soul, your inner voice that tells you that if it doesn't feel right, then it's probably not right thing for you.

The more you live by head knowledge and distance yourself from your feelings the more numb you will end up feeling.



Daily Habits to Support You

Let's face it: how you feel physically has a profound impact on your spirit and soul. Each day is divided into two distinct areas: diet and exercise.

I am not a doctor or dietician. I'm not a nutritionist. I'm just a fellow human being who has figured out that what I eat directly impacts my emotions and energy level. It's not my intention to overhaul your entire eating routine or put you on a strict regimen. Instead, I will suggest relatively minor additions and gradual changes.

Rather than focusing on the negative – what you shouldn't eat and what you have to give up – I'm focusing on the positive. As you incorporate enough positive dietary choices, I believe the negative will automatically dissipate. I've found three things that work best for me, so that's what I'm recommending to you. My top three fitness strategies are:

Walking – Start tomorrow, don't put it off. Get out with a friend the same time every day. Low-Impact Power Walking is walking at a brisk pace of around 12 minutes a mile. Hold your head up high, use an arm-swing no higher than your breast bone and fit it into a weekly routine. Power walking improves cardio-respiratory fitness by as much as 16% and can provide as much as 95% of the health benefits that would come from a heavy workout. Goal – 3 times a week

Bouncing - For bouncing (jumping), a mini-trampoline (also called a rebounder) is ideal. Rebounding cleanses and decongests the body's lymphatic system, increases immunity, offers an aerobic workout, increases circulation and muscle strength, reduces cellulite and body fat, lowers cholesterol, while improving coordination and balance.... And all of this can be done in the privacy of your own home, with one affordable piece of equipment.

Strength training - For strength training, I recommend a super-short workout CD/DVD such as the eight-minute workouts. When you find the weight you can "just barely" curl twelve times, that's your middle weight dumbbell.

As always, before undertaking any form of physical fitness renewal, be sure to check with your doctor. I hope you're excited about the prospect for positive change in your life. If you stick with the renewal, I'm convinced that in the end you'll agree that your efforts were well rewarded. You can do this and this course is here to help.

Diet:

First thing in the morning, drink an eight-ounce cup of hot lemon juice. Boiled water, quarter of a lemon and steep for a few minutes – squeeze the lemon and drink up. Eat as many raw or steamed veggies as you can.

For each category, indicate how fully you are experiencing your best.
Using 1 (not at all) to 10 (tremendous blessings).

Physical:

Overall health is good	1	2	3	4	5	6	7	8	9	10
Weight is appropriate	1	2	3	4	5	6	7	8	9	10
Eating habits are well-balanced	1	2	3	4	5	6	7	8	9	10
Personal appearance is appealing	1	2	3	4	5	6	7	8	9	10

Exercise:

Bounce on your mini-trampoline for two to three minutes.

Walk briskly for fifteen minutes. The cornerstone of the exercise portion of your forty-two days is plain old ordinary walking. Bad body image goes beyond wasted time. It damages self-esteem, causes social and sexual problems, leads to depression. Instead, every time you look in the mirror, focus on the positive.

Approved Vegetables:

Do not shy away from frozen vegetables, as they are often just as nutritious as fresh produce. Of course, if you prefer organically grown and/or fresh produce, that is fine.

Asparagus	Celery	Lettuce	Spinach
Broccoli	Cucumbers	Onions	Tomatoes
Brussels sprouts	Eggplants	Parsley	Water Chestnuts
Cabbage	Greens	Peppers	Zucchini
Cauliflower	Green beans	Radishes	

Vegetables to eat in moderation:

Beets	Corn	Peas	Potatoes	Yams
-------	------	------	----------	------

Ten Things I Want to Have, Do, or Be concerning my physical health:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Action Step to take:

Go back through the list of ten things you created. For each item, indicate if it falls under the category of something you want to **have** (put an H next to that item), something you want to **do** (D), or who you hope to **become** (B).

It might be interesting to note how many items you had of each.
Put the total in space below (total of all 3 will be 10)

H = _____ D = _____ B = _____

What do the numbers listed above tell me about myself? (There's no right answer!)

Next, list my top 5 items out of the above list of 10.

They will probably be a mix of the “Have”, “Do” and “Be/Become”

1. _____

2. _____

3. _____

4. _____

5. _____

Action Step to take:

Find an accountability partner, someone who will work with you to reach your top 5 items.
You might even call more than one person - it doesn't have to be formal.

Who will I call? _____

Don't put it off! Don't wait until you've fallen and you can't get up. Find a partner now,
while your enthusiasm is still high and your hope for success is at its best.



Simplify Your Life

Look over your priorities and see what is really important to your work, family and future. Pare down on everything else. When we go to bed most of us go with our minds full of “what if’s” or “why did I...” and “what has to be done tomorrow.....”. This type of agitation ignites the stress that keeps us from the deeper levels of restorative sleep that we need.

Think about what you have to do and what’s important to you and if they match then that is where you put your energy. If they don’t match take a deep breath and start crossing things off your “to do” list - know what you want.

Manage your cell phone and computer time. Technological innovations make taking work home too easy, giving the workplace no boundaries. We check work emails and voice mails until we go to bed and keep our work cell phones on all day and night. This access to perpetual work issues has a negative effect on how much sleep we get.

Don’t check emails just before bed as the light from your monitor can reset you to “wake” cycle and postpone the onset of sleep. Making time for at least one 5 minute heart-to-heart with a friend every day is one of the most effective ways to deepen your sleep. Because sharing what is on your mind lowers stress and boosts your mood – both key factors for getting a good night’s sleep. Simplify by not sweating the small stuff and the saying is “it’s all small stuff”.

When things aren’t good, instead of thinking about how unfair it all is, make a decision to be happy - choose happiness with what you have now. The easiest way to start enjoying life again is to take action, get involved and participate. Do Something! Start aiming higher, doing a little bit more than you did the day before. You need to be open and honest even when it’s difficult. Start expecting things to change in your favor, let go of the past and go that extra mile by living a life of integrity.

Capacity to Keep Going

We need to learn to take satisfaction in the small steps we take towards healing. The most content people I know take joy where they can find it. Having something to look forward to is such an essential part of our existence, that it has the capacity to keep us going even when we want to give up.

We have the potential to make many wonderful discoveries in our grief journey and none will be greater than the discovery of our own strengths. You will find that you can conquer your fears, be more resourceful than you imagined and that you can go places and do things that you had never thought possible.

It's really a matter of attitude. We can choose to be content, to be satisfied with our lives by looking forward to a future that we have planned. We can do the right thing – despite how we feel, despite the circumstances and despite what others might say or do.

At the end of the day, we just need to keep moving forward because there is a very fine line between depression and sadness.

It's true what they say, "The greatest value of your dream won't be what you get from it; it will be who you become by pursuing it."

Your happiness is in the present – in doing something with your life. It's not enough to just survive, you need to stand your ground and really live.

Don't just exist, reacting to what others do or say; instead take control of your life. Make plans now and have dreams to work towards. By making an effort to embrace life you will discover that there is more to your future than you thought.

For lasting joy you have to learn to **trust your instincts** for a sense of what's best for you. Your instinct is like a small voice, a sensation beneath the surface that tells you to pay attention.



We are the only animals on this planet that deny and ignore our instincts. Do you remember a time when you went against your gut feeling? Next time you get a “feeling” and don’t know what to do, do nothing. Quiet your mind so you can listen to that small, still voice. Please call someone and confide to them, opening up will give them a chance to do something for you, even if it’s just to provide a listening ear.

Luckily, spending time with friends can chase away that loneliness and even nourish your soul. Friends are angels and when you bring them into your life, they brighten everything with their playfulness and love.

How often in our daily lives have we put conditions on our happiness? When we get older, retire, pay off the mortgage, get the children grown – then we will find the time to do what we want.

***“Life isn’t about waiting for the storm to pass.
It’s about learning to dance in the rain.”***

I stopped and asked myself, “So, am I dancing in the rain?” I think I am. I do know that I’m more committed to taking time to recognize and be grateful for the immense blessings that are around me.

Yes, one step at a time, I’m learning to dance in the rain but I would never have gotten to that place without trusting my instincts.



Tangible and Intangible Goals

Most of our lives are a direct reflection of the life choices we've made and continue to make. I know that's a hard pill to swallow, but if you can get it down, your life will begin to improve dramatically. Not overnight, mind you! But as you begin to sow differently, eventually you will reap differently. And you will have developed habits that can benefit you for a lifetime. Stay the course. It won't happen overnight, but it will happen. Soon the person you want to be will begin to emerge.

Action Step to take:

Evaluate where you currently are in terms of your best for your physical being and set some specific goals for the remainder of this forty-two day journey.

Tangible Goals

Current weight: _____ Goal weight: _____

Current clothing size: _____ Goal clothing size: _____

Number of days per week you exercised before starting course: _____

New goal for number of days per week you will exercise _____

Intangible Goals

Write out a brief goal statement describing the person you want to be in terms of your spiritual, physical, mental, and emotional well-being:

Many of us have an inordinate need to tell everyone about our latest ordeal. We certainly like to talk about how our recent diet failed us, how fat we're getting, and how we can't stand to look in the mirror, etc. As we age, they become increasingly fond of talking about our aches and pains or the latest medical procedure we have to undergo. None of us seem to realize that this is not a fascinating or uplifting topic of conversation.

Action Step to take:

In the spirit of "out with the old and in with the new", make a list of five uplifting conversation topics. These can replace your old discussions about your weight gain, aches, and pains! Make it a point to bring up these topics with the next person you encounter.

1. _____
2. _____
3. _____
4. _____
5. _____

Have you ever noticed how much of the nightly news is devoted to bad news. Both nationally and locally, it seems the only thing worth broadcasting is disasters and criminal behavior. I've decided that I don't need to know about every car accident in the city of Phoenix. Nor do I need intimate details about the latest national scandal.

If you're looking to turn your conversation in a more upbeat direction, maybe limiting the evening news is a good place to start.

Some Healthy Alone Time

Check list to get you to the point in your journey where you enjoy some healthy alone time:

1. Take some time for yourself before the day-to-day demands of life. Y or N
2. Spend time with people you really enjoy being with. Y or N
3. Sign up for activities that are just for you. Y or N
4. Stop withdrawing into your home and get out. Y or N
5. Don't try to find another love just to avoid being lonely. Y or N
6. Understand that you have to do some activities by yourself. Y or N
7. Self-Talk – "I'm not letting my loneliness affect my behavior". Y or N
8. Can you enjoy your own quiet time without being lonely? Y or N
9. Do you consistently need noise or entertainment? Y or N
10. Are you able to enjoy simple things like a child's laughter? Y or N
11. Can you be kind to a stranger without expecting anything back? Y or N

You will have a sense of contentment and peace when you are able to appreciate the simple things, enjoy your own company and relate to others with an open heart. These are important things to strive for in our lives.

Your emotions may swing like a pendulum, from one extreme to another. Looking for ways to avoid this loneliness, you may become a "busyholic", never stopping. That way your unhappiness can't catch up to you.

If this is you, then you are running from yourself. You never take time to stop and think because you keep too busy. Eventually you will get tired, slow down and accept your alone time. When this happens, you are finally getting to the point of accepting yourself and moving on to people and things you really enjoy.



Spiritual Journey

There are only a few things that actually matter - your family and your key relationships with your faith, yourself, and the world around you, your values and lastly your character.

This may be a remarkably clearheaded time for you. You have started the process by evaluating what you have accomplished with your life and continued by listing what you hoped to accomplish with however many days you have remaining. But something may have clicked in your thought process. Note that life isn't so much about what you do, it's more about who you are. Of course, who you are has a profound impact on what you do and how you do it. But I fear many of us get it backward. We define who we are by what we do instead of by our values.

What kind of person do I want to be? Write it out in a statement.

Imagine the impact such a life could make, even if you never accomplished anything according to the world's standards. What has held you back from becoming the person you want to be? Some deep emotional trauma? Permanent personality flaws? Lack of cooperation from the people around you? A shortage of faith? No willpower?

The answer – the pathway to becoming the person you want to be is found in actively pursuing maximum health in my spirit, mind, and body. Each area of health profoundly affects the other. It's hard to be a person of strength when you can't get out of bed a little earlier because you're too exhausted. And it's hard to have a positive impact on the people around you when you're negative, discouraged, and depressed.

Gradually it becomes apparent that you cannot have optimal health in one area without attending to all three areas. They are too intricately bound. If you're anything like me, you've struggled to keep all of this in balance. If we are going to become all that life desires us to be, it will require a synergistic approach. We cannot focus on one area to the exclusion of the other two. Our goal needs to be optimal health in spirit, mind, and body.

When you not only base your prayer requests on Scripture but actually turn Scripture into a prayer, you don't have to worry whether or not you are praying according to a Higher Power – you are.

Next, space has been provided for you to write out your own prayer. Please, do not skip this exercise, as I truly believe prayer journaling is a powerful tool for growth.

Although praying is the ideal starting point, it won't get you over the finish line. You have to get up and put forth some serious effort. You have to apply that energy and power and desire, using it to move forward and take the necessary steps as an act of your will.

Some people say that through prayer we are talking to God and through meditation we are listening to Him.

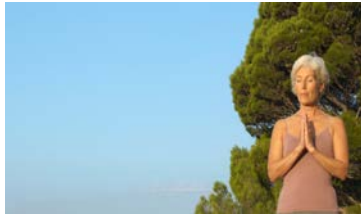
Every day I give you some action to take to implement what you're learning in a practical way. This is your opportunity to apply the force of your will toward a positive end.

Then something wonderful will begin to happen: you'll notice that people respond to you differently. Your circumstances begin to change. It becomes a positive cycle of blessing.

You picked this course because you want to make positive changes in your life. On the second week of your journey, you've gained a clearer picture of who you want to become, what you want to do, and what you hope to have in your lifetime.

Please do not be discouraged if it seems like the journey ahead of you is long. Just take it one day at a time.

Dreaming, envisioning the person you want to be, is just the first step on a journey you'll be traveling the rest of your life. You won't become the person you want to be tomorrow just because you set some goals today. But you can move closer to becoming that person if you advance confidently in the direction of your dreams.



For some a spiritual life is a religious role within a church community and for others it is a sense of peace that comes from spending time in nature, meditation or different spiritual practices. No matter how you choose to honor your spiritual life, you'll find inner peace by doing so. Take time to think about this side of your life as it's another part to your emotional health.

Just take the first step in faith.
You don't have to see the whole staircase.
Just take the first step.
Martin Luther King Jr.

Create your own prayer time, where you focus on your relationship with your faith, to become the person you want to be. Before you go to bed tonight, set your alarm for thirty minutes earlier than you usually wake up and pray/meditate for your day and all the things you have to be thankful for.

These actions benefit you and those around you. When you set aside time for spiritual disciplines, you put yourself in a place where it's easier to recognize and receive the blessings that your faith desires to shower upon you. Get ready to receive!

There is an inner peace that takes place through prayer and meditation. They help you to empty your mind of worries and negative thoughts, and make room for it to be filled with joy, bliss and love. Prayer, contemplation and meditation are essential and powerful tools in your life. Make a commitment to use them.

As the person you want to be begins to emerge, new opportunities will emerge as well. New experiences. New friends. New insights. Get ready and be on the watch for them.

Start making room in your life for the beauty and abundance that is rightfully yours. Remember how powerful you are. But it is not enough to just dream and desire, you must actually be willing to take action both internally and externally towards creating the life of your dreams.

Action Steps to Take:

I encourage you to envision the kind of person you hope to become in spirit, mind, and body. In order to close the gap between who you are now and who you hope to become, take a few minutes to honestly evaluate yourself.

For each category, indicate how fully you are experiencing God's best.
Using 1 (not at all) to 10 (tremendous blessings).

Spiritual

Consistent quiet time	1	2	3	4	5	6	7	8	9	10
Prayer time	1	2	3	4	5	6	7	8	9	10
Read/Memorize scripture	1	2	3	4	5	6	7	8	9	10

As you become all that you're intended to be, the doors will open up for you to experience the very best this life has to offer. More to the point, you'll have a greater appreciation for what you already have. But remember: you'll never become who you want to be by remaining who you are.

"Spiritual well-being" means different things to different people but there is no denying that most people feel connected to a Divine presence in some way.

- Think about when you last felt peaceful and relaxed.
- At that time where were you and what were you doing?
- What shape is your spiritual life in?
- How has it changed in the last few years?
- What does a "spiritual life" mean to you?

This is the most personal and intense part of your self-care. It is not hinged on anyone or anything, but your own feelings and choices. This is where faith comes in or not and only you can tell because it's your journey.



Physical, Emotional, Mental, Intuitive Energy

Being optimistic is intimately intertwined with your personal energy, and if your personal energy is low the last thing you will feel is optimistic. Use the following quiz to explore how optimistic your energy is by answering true or false to each statement:

Physical Energy

- | | |
|---|--------|
| I often wake up in the morning feeling tired. | Y or N |
| I don't regularly get 8 hours of continuous sleep. | Y or N |
| I often miss breakfast or eat on the run. | Y or N |
| I often eat lunch at my desk, if at all. | Y or N |
| I don't exercise enough. | Y or N |
| I don't take regular breaks during my working day. | Y or N |
| My diet is imbalanced - caffeine, alcohol, "convenience" foods. | Y or N |

Emotional Energy

- | | |
|---|--------|
| I often feel irritable or impatient at work. | Y or N |
| I don't have enough quality time with my family and loved ones. | Y or N |
| I frequently worry about my work when I am doing other things. | Y or N |
| I have too little time for me, for the things I love. | Y or N |
| I don't stop often enough to notice my accomplishments. | Y or N |
| I don't find enough time to appreciate others or relax. | Y or N |
| I am not as happy as I'd like. | Y or N |

Mental Energy

- | | |
|--|--------|
| I am easily distracted during the day, especially by emails. | Y or N |
| I have difficulty focusing my attention on one thing. | Y or N |
| I spend much of my time reacting and responding to demands. | Y or N |
| I can't find the mind space to focus on things with longer term value. | Y or N |
| I don't take enough time for creative thinking and self-reflection. | Y or N |
| I work into the evenings and on the weekends. | Y or N |
| I am usually worried about something. | Y or N |

Intuitive Energy

- | | |
|--|--------|
| There are gaps between what I say is important and how I spend my time. | Y or N |
| I don't have a clear sense of purpose in my life. | Y or N |
| I don't spend enough time doing what I do best and enjoy most. | Y or N |
| My decisions are often driven by external demands. | Y or N |
| I don't invest enough time in making a positive difference in the world. | Y or N |
| I get the sense that there is more to life than this but I'm not doing it. | Y or N |
| I want to make a difference but don't know how. | Y or N |

This quiz will give you some insights into how you are managing your energy.

Optimism is about positive, can-do beliefs, expectations, choices and strategies, about knowing you are responsible for your life and that you have the ability to be effective on your own behalf.

Expect some curve balls along the way and accept that they are an inevitable part of life. Whatever comes your way, exude positive energies to those around you, and it will be reflected back to you!

10 Questions that may inspire a spark!!

THOUGHTS BECOME IDEAS

1. When was the last time I did something *totally* for myself?
2. What do I want people to remember about me?
3. If I could learn anything in a day – what would it be?
4. Have I ever helped a complete stranger? How?
5. What do I dream of doing? (even if it makes no logical sense)
6. What is an opportunity I wish I had been offered?
7. Where would I like to travel?
8. What did I want to become when I was a child?
9. What is my life's desire?
10. What are my biggest challenges?

Congratulations – you are finished week 2. Today you've made a start towards improving your spirit, mind, and body. You've moved one step closer towards becoming a Brand-New You!

Don't be discouraged by all the areas in your life you think need improvement. Instead, focus on the progress you've made just by doing this course. Rejoice that you've made a new beginning!

The things you only dreamed of doing, being and having should now seem more possible than they ever have before... because I promise you they are!

WEEK 3 – Relationships Moving Forward



Week 3 – Day 15

Relationships – Anger and Time Out

Before moving ahead to a new week, let me offer you a word of encouragement. Frequently, in the early stages of learning something new, we can easily feel impatient or discouraged. That's normal, so give yourself the time you need.

This is designed as a six-week course for a specific reason: we can't change who we are, what we feel and how we react overnight. You may not see instantaneous results, but internal change is growing within you with every action step you take.

It is impossible to find your path until you are able to look honestly at who you are today. Although we don't have control over everything that happens to us, we do have control over our responses and how we choose to live our lives.

You will need to recite some positive affirmations aloud, over and over and over, until they begin to transform you from the inside out. Then something wonderful will begin to happen: you'll notice that people respond to you differently. Your circumstances begin to change. It becomes a positive cycle of blessing.

You may have spent so much time on others that you don't realize just how strong and powerful you are. You have so much value – step up and claim it. You need to share your life with people who care about you because relationships are an important part of your self-care. They shape who you are and add meaning to your life.

We all need to belong, be part of a community and feel like we add value to others. But everyone has their limits and putting a relationship on hold for too long, especially if you do it over and over again, may take a toll and eventually it may damage the relationship.

If you have been guilty of this don't worry – it's never too late to rebuild a relationship that has been suffering from neglect.

A strong relationship (family and friends) will enrich your life and provide you with a sense of security. You may not realize it but when relationships weaken they will wear you down and cost you more emotional energy than you can afford.

There is more to relationships than what you see on the surface.

Relationships support you when life is unbalanced and you can't see yourself ever being happy again. Good relationships are there to help you get unstuck so you can find your passion, conquer your fears and best of all be your own person.

One way to get unstuck is to find an organization or cause you believe in wholeheartedly. You can commit time, energy and ingenuity to it, but the best thing will be the new relationships that you make.

Another approach is to take some friends and do the one thing that you think you cannot do successfully. Fail and try again, getting better as you do it a second time. There's nothing more fun than time with friends, and laughter is a sure way to get unstuck.

Lastly, get unstuck in your relationships by giving thanks for what you do have. Be thankful for the things you absolutely wouldn't change about your friends and family. Then take your gratitude a step further and offer the gift of friendship to someone who needs it.

For each category, indicate how fully you are experiencing your best.

Using 1 (not at all) to 10 (tremendous blessings).

Relational (quality of each)

Children	1	2	3	4	5	6	7	8	9	10
Extended family	1	2	3	4	5	6	7	8	9	10
Church family	1	2	3	4	5	6	7	8	9	10
Neighbors	1	2	3	4	5	6	7	8	9	10
Friends	1	2	3	4	5	6	7	8	9	10
Co-workers	1	2	3	4	5	6	7	8	9	10
Strangers	1	2	3	4	5	6	7	8	9	10

MYTH: *I don't make myself angry; it's not my fault when something or someone makes me mad!* As difficult as it may be to believe, our anger results from our own beliefs and thoughts.

- Are there relationships that I have been taking for granted?
- Are there family and friends that need my time and attention?
- On the other side are there some relationships that are draining me?
- Who empowers me and makes me feel good about myself?
- Stop and re-examine the relationships in my life.

Each day I give you some action step to take to implement what you're learning in a practical way. This is your opportunity to apply the force of your will toward a positive end. Sometimes we are so tense that it takes only the smallest of things to go wrong and we go into a fit of anger.

It is a lot easier to share with others when you have lots, but you may be low on finances and energy. Please know that it's not always about money, service is very much needed. This is the time to reach out to others who are less fortunate than you are.

Being of service and offering your support to those in need will remind you of how fortunate you are and how we all need each other. Of course life isn't the way you had planned but when you are out and about it will soon dawn on you that life is seldom the way any of us planned it to be. You can share your time, knowledge or money and have lots of fun.

Remember a time when someone was there for you and how much you appreciated it.

- When you reach out to help others how does it make you feel?
- What do you have to contribute and it doesn't have to be money?
- Reflect on some of the ways you can have a more balanced life.
- Everyone has a different vision - how would a balanced life look to you?
- What do you want more of, and what needs to go?

Anger (which can be the result of too much stress) plus not enough sleep can impact your tolerance level. You may think that you can just “snap out of it” when you get angry but it is much more complex than that. In fact, your anger may be the end result of many events.

Events and other people do not make you angry – you allow yourself to get angry because of the way you think and the beliefs that you hold. The more rigid your beliefs are, the more likely you will experience anger.

As the pace of life has speeded up everything has become faster. There is a sense of urgency that increases our anger, stress and lack of sleep.

- Deliberately walk and eat slowly.
- Schedule fewer activities each day.
- Go after the soothing feeling created by uncluttered space.
- Learn to laugh at yourself as it chases away stress.
- Find a therapist if your anger is getting out of hand.
- Taking deep breaths triggers stress reduction in your body.
- Listen to classical music to slow brain patterns for relaxation.
- Forgive – not for them but for your own peace of mind.
- Build in time for yourself – 30 minutes of “you” time.
- Take up uncompetitive and trivial pursuits just for fun.
- Concentrate on one thing at a time, don’t be a perfectionist.
- Manage your hostility by keeping a journal of what makes you angry.

When we feel threatened – somebody criticizes us or a family member is impatient, our immediate instinct is to lash back.

Instead of being defensive either think, “What can I do to resolve the situation?” or walk away for a few minutes.

Taking some “Time Out”

The “time out” concept is used to stop or interrupt a conflict that is escalating by physically removing yourself from the scene for a period of time. The purpose is to give yourself the opportunity to regain control of your own anger.

Action Steps to Take:

Although it is not your responsibility to control the anger of another person, you can still use “time out” to interrupt a situation where anger is escalating.

- Identify that either your anger or the other person’s anger is escalating.
- Use prepared exit lines to announce that you’re taking some time out and the approximate time of your return – one hour, two hours, one day, etc.
- Don’t continue to get drawn in, leave.
- Take the time to cool down and think about both points of view.
- Return to the person and finish the discussion.

Here are a few “exit lines” to practice that will help you leave to cool down:

- “I need some time to think and I will be back (specific time) to finish this.”
- “I’m starting to lose my temper, and so I need to calm down. I will be back later to have a calmer conversation so we can resolve our problem”
- “I need to leave for a little while to get my act together. I don’t want to say anything I will regret. I will call you later to set up a time to talk again.”
- “I understand that you feel angry. We both do, and that’s why I need to leave for a bit so that neither of us say something we will regret. I’ll be back and we will finish talking about this then.”

When you change just one thought, one behavior or one feeling, you will set in motion the empowering process of change. By taking small steps, big and encouraging changes will happen. Free yourself from anger and regain control of your happiness.



Week 3 – Day 16

Does what you're doing feel right? Does it fill you with joy or drain the life out of you? Are you doing what others want and just being part of the crowd? This is your life; not your parents, friends or the people you work with.

Detox Your Toxic Relationships!



Over the course of our lives we spend most of our time with just 5 people! Success experts say that **WHO we spend our time with is a key influence on our happiness - and whether we succeed or fail.**

And experience shows that happy, successful people spend most of their time with other people who are happy and successful...

So, what better time than now to **identify those people who inspire** and lead you onto better things, and to **notice those people who pull you down**? This exercise will bring this information to the forefront where you'll naturally start making different choices about who you spend your time with.

INSTRUCTIONS

1. Make a list below of the 10 people you spend **most** of your time with. Against each one put a "+" or "-".
 - + if you **feel good** about yourself after spending time with them. You enjoy your time with them, and they are happy and successful in their own way. These are often people you *look forward* to spending time with.
 - if you find after spending time with them that you *somehow feel 'less'*. Perhaps you feel smaller, less happy or have less energy. These may be people where you may worry or stress unnecessarily before or after seeing them. You probably already have a gut feeling who these people are.
2. Next add a (gut-feeling) score from -5 to +5 against each person to identify HOW much of an effect they have on you.

3. Finally, use the last column to pick an action step you need to take on this relationship.

	Name	+/- Score	Action Step to Take
1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

On People and Relationships

Who could I hang out with, so achieving my goals becomes natural?

.....

.....

Who drains me?

.....

.....

How do I teach people to treat me? _____

On conflict: Thinking of _____ (specific situation), what was the *positive intention* behind **my** behaviour?

Then ask, "What could be the *positive intention* behind **their** behaviour?"

So, I was just wondering what role you played in this? _____

If I were to relive the situation as someone who takes FULL responsibility for their actions and feelings, without blaming others, what would I notice?

What signals may I have given to others (either explicitly or implicitly) that contributed to this situation?

Where could I be more forgiving and understanding of others? _____

Who am I trying to please? _____



Are You a People Pleaser?

This program is based on small steps, and step-by-step you will learn how to control your habit of caring for everyone before yourself. Rest assured that you are not alone, as there are millions of people-pleasers out there just like you.

Please complete this quiz to see how you are:

1. It's extremely important for me to be liked by everyone. T or F
2. I give in so that I don't have any conflicts. T or F
3. I often do too much so that I will won't be rejected. T or F
4. I always need the approval from the people in my life. T or F
5. I believe I won't be left alone, if I make other people need me. T or F
6. I almost never stand up to others or provoke a confrontation. T or F
7. I feel that what others want has to come before my needs. T or F
8. I believe nice people get the approval and friendships of others. T or F
9. I don't want to make anyone angry by expressing my opinions. T or F
10. I feel guilty when I say "no" to requests from others. T or F
11. I should help everyone, whether they ask for help or not. T or F
12. I need to listen to everyone's problems and work to solve them. T or F
13. I should never let anyone down – my word is everything. T or F
14. I should never burden others with my needs or problems. T or F
15. Others should be nice to me because of how nice I am to them. T or F
16. I often feel like there just isn't enough of me to go around. T or F

- | | |
|---|--------|
| 17. I need to prove myself by doing things to make others happy. | T or F |
| 18. I believe I'm liked because of all the things I do for others. | T or F |
| 19. I put my needs after everyone else. | T or F |
| 20. I would feel worthless if I was unable to do things for others. | T or F |
| 21. I pride myself on being a nice person. | T or F |
| 22. I probably do go overboard in doing nice things for others. | T or F |
| 23. If something goes wrong, I often feel that I'm to blame. | T or F |
| 24. I don't think it's nice to express anger towards others. | T or F |
| 25. I want everyone to think of me as a nice person. | T or F |
| 26. When others are upset, I think it is up to me to do something. | T or F |
| 27. I expect to give far more in relationships than I get back. | T or F |
| 28. When my needs conflict with others, my needs come last. | T or F |
| 29. At times I feel taken for granted and disappointed in others. | T or F |
| 30. I often feel stressed, and exhausted by the needs of others. | T or F |

It may seem that being a people-pleaser is not a problem - after all, what's wrong with caring for others and making them happy? But, this behavior can be a problem if you are addicted to having the approval of others at all cost.

People-pleasers may be deeply attached to seeing themselves as nice people and their very identity is based on this image of niceness. The more you identify yourself with being nice, instead of being real, the more you may be plagued by doubts and insecurities of your worth. After all, who are you if someone doesn't like you? If your niceness prevents you from telling others what is making you unhappy, angry or upset – then there is little chance of problems being acknowledged and/or fixed.



Stop the “Must” and “Should” Self-talk

People-pleasers believe that they should always be happy and never show any negative feelings towards others. This results in them feeling guilty if they have negative feelings towards others or blaming themselves if others don't treat them in positive ways.

Do you believe and follow the following three “musts”:

- I **must** do well, please others and be liked by others, and if not I am worthless.
- You **must** be kind and approving towards me, and if not you are the mean one.
- Life **must** be the way I want it, and if not then it's out of control and disastrous.

Do you think that others “should” behave in a certain way?

- They **should** love me because I'm so nice and do things for them.
- They **should** like and approve me because of how hard I work.
- They **should** never criticize me because I always live up to their wants.
- They **should** be kind to be because I'm kind to them.
- They **should** never leave or abandon me because of how much they need me.
- They **should** never be angry with me because I always avoid conflict.

It gives you great pleasure and affords you gratification to please, help and fulfil the needs of other people around you. However, be aware that “should” expectations of how others behave, reveals a defensive character of need.

Action Step to Take:

Start replacing the above “should” statements with the words: “prefer”, “choose” or “have to do”. This makes it a more rational statement, because you are not in control of what other people can and cannot do.

Example: I **prefer** that they be kind to be because I’m kind to them.

Example: When I want, I can **choose**

Example: I don’t always **have to do** what others want, need or expect from me.

The bottom line is that the only thing you really should do is eliminate as many “should” from your thinking as possible. When you replace the demanding “should” with alternative statements (like “prefer”) you will start to reap the emotional benefits.

Giving Advice:

Are you sharing your own strict rules of what they “should and shouldn’t do” in the form of advice to them? Be aware – your well-intended helpfulness can easily be misread as smug disapproval, superiority, harsh criticism or even censure.

The unintended effect of imposing your “shoulds” on others may be to frustrate and irritate them by making them feel like they are doing things poorly because it’s not *your* way. Absolute words like “should” are indicative of distorted thinking and plays an important role in the creation of depression and anxiety.

When you are capable of being selective in your attempts to make others happy, you will be well on your way to valuing yourself first. Believing that people should behave well to you because of all you do for them, will only set you up to feel disappointment, anger, and resentment towards them.

You can change and to do so, you need only begin with a small change in your thinking. When you change your thinking, it affects how you feel and how you act. Taking just one small step will start a chain reaction of change in other parts of your life.

Stop the “absolute talk”:

Words like “always” and “never” magnify and exaggerate perceptions, and increase responsive anger.

Action Step to Take: Replace absolute words:

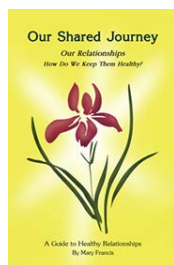
“Always” – replaced with “Most of the time”

“Never” – replaced with “Sometimes”

“Everyone” – replace with “Some People”

Verify that all exaggerations such as “always”, “never”, “everyone” etc. have been removed from your talk. Corrective thinking is flexible and rationale, not demanding as in all or nothing. Try to include the words “choose” or “prefer” as much as possible to emphasize your newly acquired sense of self-worth. You are in the process of taking control.

Link to [Guide to Our Relationships](#) on website: “The Sisterhood of Widows”.



Guide to Our Relationships

Download a free copy as a gift from me

A Guide to Our Relationships will help you manage the relationships that mentally and physically block you from happiness. We are at our best when our relationships are positive, so let's try to figure out why they do what they do.

This Guide is filled with tips and advice on how to build healthy relationships, not only with others, but also with yourself.



You can Say “No”

You never have enough time to do all the things you need to do, and you don't have time for yourself to relax or play. But, if someone needs something, you never think twice about helping and it never crosses your mind to just say “no”.

Read the statements below and think about each one. Circle “T” if it is true for you or “F” if you mostly disagree.

- I can't take time to relax until I finish all the things I have to do. T or F
- I always want to help a friend, family member or co-worker. T or F
- I feel best when I'm needed. T or F
- I almost never feel satisfied with how much I have accomplished. T or F
- I often have no time or energy left to enjoy my own life. T or F
- I would feel guilty if I took time for myself to do fun stuff. T or F
- I almost never ask anyone to do things for me. T or F
- I often say “Yes” when I would like to say “No”. T or F

If you circled mostly “T” to these questions, then it is a safe bet that you have difficulty saying “no” to just about anyone. Saying “no” probably makes you feel guilty and stressed, because if you disappoint them, you feel like you are no longer a nice person.

Learn to say “no” convincingly and effectively to some people, some of the time in order to ensure that your time is really valued by all involved, including yourself.

“No is just a word - two small letters that set you free!” Emma-Louise

Action Steps to Take:

Here are some corrective statements – repeat them twice a day (morning and night).

Remember that changing one thing can start the whole process of taking control.

- If I put other's needs before my own and fail to look after myself, there may come a time when I won't be able to help anyone.
- It is entirely possible to care about others and still save time for myself.
- I am not being selfish when I look after my own interests.
- I can choose who I spend time with – no controlling, negative, angry people.
- The best balance for relationships is that it does both - give AND receive.
- My needs, desires and ideas are just as important as anyone else's.
- I have to teach others that I have needs also.

By now your action steps should have given you a good sense of how your people-pleasing habits effect the quality of your life. You should be setting your goal towards becoming healthier in the ways you behave and think about your relationships.

Action Steps to Take:

Instead of saying a quick “No”:

- Tell them you will think about their request and get back to them.
- Reply with what you want to do instead of accepting their initial request.

If you don't want to comply with the original request or if you can only do part of it don't offer excuses or apologies. Don't get drawn into negotiations and bargaining – you can only do what you offered and if that doesn't work you'll just have to say “no” to it all.

If family and friends truly care for you, they won't want you to become over-extended, exhausted and stressed. In healthy relationships, they don't like/love you just for what you can do for them.



- Most children go through a phase where their favourite word is "No". That's because **no is a power word**. It gives us a **definite sense of self**. This means saying "No" is an ideal opportunity to **rediscover your priorities and sense of who you are**.
- **Until we learn to say "No" we continue to be overwhelmed with too much to do and no time**. Have you noticed that it's usually important things impacted by not saying "No", like quality time with self or family, our health and our stress levels?
- Whether you learn to say "No" more often, or just learn to say "Yes" on your terms, it's time to release yourself from the burden of pleasing others. Give yourself **time and freedom** to be, and do, what matters to you.

1. When is it OK to say "No"?

You **ABSOLUTELY MUST** Say "No":

- When you're stressed or overwhelmed
- When you're already doing too much
- When you're tired or sick

And REMEMBER

You always **HAVE A RIGHT** to Say "No":

- When it's someone else's issue
- When you feel taken for granted
- When it's something you don't want to do
- When there's something you'd **MUCH** rather do
- When it takes away from your values and wishes
- When you deserve or need some time to yourself

What in your life do YOU need to say "No" to? Just write down whatever pops into your head below.

2. What currently stops me from saying "No" to these things?

3. My Beliefs about saying "No"

Simply answer the questions below with **WHATEVER** springs to mind. Don't worry if you make contradictory statements (this may even be part of the problem!), just capture anything and everything that comes up for you.

People who say "Yes" are:	People who <i>DON'T</i> say "Yes" are:
People who say "No" are:	People who <i>DON'T</i> say "No" are:

*"There are only two words that will always lead you to success. Those words are yes and no. Undoubtedly, you've mastered saying yes. So start practicing saying no. Your goals depend on it!" **Jack Canfield***



4. Understanding the "Yes" Trap

- WHY do you say "Yes" when you'd rather be saying No?
- How do you BENEFIT by saying "Yes"?
- Understanding this is essential to saying "No" - and valuing your own goals, needs and time.

*"There is no pleasure in having nothing to do. The fun is in having lots to do and not doing it." **Mary Little***

- When I say "Yes" I feel: _____
- When I say "Yes" I want other people to think I am: _____
Examples: Maybe you want people to like you, think you're reliable, hard-working, helpful or to be needed?
- By saying "Yes", what am I saying "No" to in my own life? _____
When ever we say "Yes" to something, we're saying "No" to something else - even if that something is just relaxing!
- When I say "No" I feel: _____
- When I say "No" I worry other people will think I am: _____
- Lastly, when I say "Yes", but I really want to say "No" I feel: _____
Examples: Overwhelmed, taken advantage of, frustrated, upset
- My biggest fears about saying "No" are: _____



5. The other "Know" - Know YOUR Priorities!

- How can we say "No" assertively when we don't know WHY we're saying "No"?
- In order to say "No" you need to be in touch with what's important to YOU - to know YOUR priorities in life.
- Then it's much easier to say "No" because we're clear on what we want and need instead.

- What is MOST important to ME in life? _____
- How would I like to spend MORE time? _____
- Where would I like to spend LESS time? _____
- What is my top priority this YEAR? _____
- What is my top priority this MONTH? _____
- What is my top priority this WEEK? _____
- If I had a MAGIC WAND I would: _____

My Top 3 Priorities in life right now are:

1. _____
2. _____
3. _____

SOME SAYING NO THOUGHTS:

- **Managing the Guilt:** As you learn to say "No" more, you'll probably feel more guilt! Assuming it is not genuine guilt that requires remedial action from you – congratulations! This guilt is a sign that you're making important, positive changes in your life.
- **Evaluate EACH situation:** As most things in life, there is no one size fits all answer. Everything depends on the relative importance of the situation, people affected, what's going on in your life at the time, the person asking, your history with them etc.
- **Changing gradually is just fine:** If, in the past you have been a "Yes" person, you may want to *gradually* become a person who says "No". Take your time and practice on small things, working up to larger "No's".
- **Soften the blow:** If you do decide to go 'all out' with "No's" remember that others may find this a bit of a shock. It may help (although it's by no means necessary!) to find your own way to soften it for them.
- **Practicing:** Try imagining you're someone who is already comfortable saying "No", and mentally rehearse difficult situations. You can also role-play with someone you trust.
- **Feeling good:** When "No" is the right answer for you, say it pleasantly, assertively and with conviction. If it leaves you feeling strong and good in yourself (*even if* there is some guilt) then you've made the right choice for you!



6. Preparing to Say "No"

In what SPECIFIC areas or situations in my life do I need to be saying "No"?

1. _____
2. _____
3. _____

The Saying "No" TECHNIQUES that I can see myself using are:

1. _____
2. _____
3. _____



7. My "Saying No" Plan!

If you want things to be different then you will need to do things differently - but you can't change everything at once. Using your answers to all the questions above and anything else you already know about yourself, please identify 2 actions to get you started. Be as specific as you can!

1st Action

When: _____

Asks: _____

Then I will: _____

2nd Action

When: _____

Asks: _____

Then I will: _____

Now copy these out on *post-it notes* and stick them in your car, wallet, locker, fridge door, desk drawer or *any place where you will see them often*.

Helpful Tips & Techniques for Saying "No"

Helpful Tips:

- **Tell the truth:** ALWAYS find a way to be truthful. There's nothing worse than being caught in a lie. But you can leave out information (like that you could reschedule an appointment so you are available) to protect your "No"...
- **Timing can be everything:** No does not mean "No forever". Sometimes you just need time or circumstances to be right. So don't allow yourself to be pressured into giving a response if you're not ready. Sometimes you just need time to figure out if it's really a "No", a "Not now" or a "Never".
- **Stay firm:** People who are used to relying on you saying yes will try to persuade you. Don't get drawn into discussion. Just repeat your No and have phrases ready. "I'm unavailable", "I can't right now" or "I have other commitments".

Helpful Techniques:

- A simple "No, but thanks for asking/thinking of me."
- A simple "I'm already doing _____ / have a dentist appointment"
- "I'm away from my desk right now, can I let you know once I have my diary in front of me?"
- "I'm just in the middle of something/a tight deadline. Can I get back to you tomorrow?"
- "I'm crazy busy this week/month. Can it wait until next week/month?"
- Suggest who else could do it, "I know John loves that kind of thing"
- "I don't have enough experience to help you with that but Sarah might be able to."
- "I can't do it right now - but I could show you how for yourself."
- Ask for the priority. "Which one do you think I need to focus on first?"
OR "If I do this, what would you like me to stop working on?"
- "I'd love to help but I'm focusing on _____ (this report) right now"
OR "I don't have time for anything except _____ (this project/my family) at the moment."



Are You Ready for Dating and Remarriage?

Be proud of yourself, it's not easy to get out of our comfort zone. Trust your insight to know when he is right for you and create the relationship you want. Love is a journey that touches our very spirit and we are blessed if we find it again.

We are 100% responsible for our reactions to the things people say and do. This is crucial, because if not, then you could settle for less than you deserve. Loving again can fill us with joy, pierce our loneliness and bring us true happiness, but only if we choose wisely.

We may mistakenly believe that if we truly loved someone, then we would always grieve our lost love and never want to date. Life goes on they say, but how can it, how dare it without them? To fully heal your heart, you must give yourself permission to be happy.

- I must become aware of the need to make some changes.
- I need to discover what my new needs are.
- I must want to change and be willing to work on “myself”.
- My first step is to trust my intuition.
- The key is to listen and trust my internal voice.

Ask yourself these 3 questions:

What do I need to do to set myself up to make good choices? _____

How must I act in order to retain my self-respect and dignity? _____

What will I not tolerate in myself or in others? _____

You're probably thinking this one may be "the one". Before you get seriously involved, answer these **questions**:

- Is there a significant age difference? Y or N
- Do you have different religious beliefs? Y or N
- Are you a good social match? Y or N
- Are there toxic children or family? Y or N
- Are they committed, mature and responsible? Y or N
- Do they have high self-esteem and are they positive? Y or N
- Are they affectionate and faithful? Y or N
- Do they support your goals? Y or N
- Do you make love, not just have sex? Y or N
- Are they sensitive to how you feel? Y or N
- Do they take care of themselves? Y or N
- Are they interested in the world around them? Y or N
- Do you have easy discussions about their feelings? Y or N
- Does your financial style match? Y or N
- Can you discuss and solve problems together? Y or N
- Do they accept your religion and beliefs? Y or N
- Do you have mutual interests or hobbies? Y or N

Take the time to write out how well you get along with "the one" in the following areas:

- Emotional – Do they express their feelings to you? Y or N
- Social – Are they outgoing, good sense of humor, lots of friends? Y or N
- Education – Do they have goals, creative mind, likes to learn? Y or N
- Sexual – Sensitive, seductive, enjoys sex with no hang ups. Y or N
- Communication – Willing to talk and takes feedback well. Y or N
- Financial – Hard worker, financially wise, generous and honest. Y or N
- Goals – Always learning, enjoys growth and changes. Y or N
- Spiritual – Believes in Higher Power, meditation or prayer. Y or N
- Hobbies – Loves to travel, dance, animals, sports, entertainment. Y or N

Don't expect perfection – there is no “perfect” so choose someone who makes you happy.

Sex isn't everything – it is necessary to be attracted to your partner, but it's not necessary to be over the top attracted.

Love is better with time – falling in love is easy, being in love for the long haul requires work. True love gets gentler, deeper and more fulfilling with time - it's not about high excitement all the time.

Character and Values matter – the heart leads us to love but commitment comes from the head. Are they warm, generous, kind and honest? We stay in love because of their character and values.

The best of you – when you are with them does it bring out your best qualities, because you feel valued, respected and understood?

Equality – long term relationships last because partners treat each other as equals, in that they both have equal rights in what they do.

Any one is NOT better than no one – if they are inappropriate, unloving or abusive than please end it. Keeping it going for fear of being alone, is increasing the chance of being stuck in an unloving and destructive relationship.

All or nothing – soulmates love and care for each other. Total happiness between you will be far greater than if only one is happy.

Today with AIDS and other sexually transmitted diseases (STD's) dating can feel risky. If you have been in a monogamous (one love only) relationship for most of your adult life, these concerns can turn into fears if not dealt with.

Talk to your doctor to get accurate information about what is real and what you can do to protect yourself. Talk about it with your new partner. If you're not ready to talk, you may not be ready to take this next step.

You are more than just a parent – explain to your children that you need adult friendships just like they need their friends. Be honest so they know what is going on and won't lose trust in you. Always acknowledge that your love for them will never change and that they don't need to feel threatened by your dating.

So, you have decided to start dating!

Here are some things that may be blocking you from having a healthy and happy relationship to that special someone:

1. Refusal to change.
2. Fear of rejection.
3. The need to be right.
4. Victimhood
5. Shame
6. The need for total control.
7. Waiting for perfection from them or from yourself.
8. Trying to be someone you're not.
9. Unwillingness to change.
10. Staying home and expecting them to show up.
11. Thinking you can change them.
12. Resisting online dating.
13. Thinking that you have to lose 20 lbs for someone to want you.
14. Talking too much about your work on the first date.
15. Relying on chemistry or intuition only.
16. Expecting them to always make the first move.
17. Refusing help, advice or support from them.
18. Your mile-long list of "must-haves".
19. The need to know everything the first date.
20. The need to tell everything the first date.
21. Falling for people you just can't have.
22. Judging them by his "stuff".
23. Waiting for them to be vulnerable before you will be.
24. Expecting them to share all your interests.
25. Not telling them what you want.

Getting Married Again

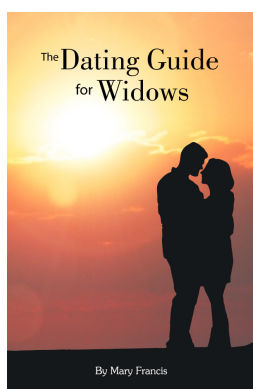
There are many wrong reasons to remarry: escaping from singleness, seeking financial security, finding sexual relief, overcoming loneliness, to name just a few. It takes two mentally healthy people to make a marriage work.

Our society has changed dramatically since the first time you married and with it, concepts of what a marriage is, has also changed.

Today marriage is what you make it and there are no "normal" marriages. Women are equal in ability and intelligence in today's marriages, which creates an equal partnership. When things go wrong (and they will), problems are openly discussed to seek solutions that work for both partners.

My wish is for you to be happy with the decisions you make. If you do get married, I hope you find a person who absolutely adores you and with whom you feel safe and understood.

Link to [Guide – Dating and Remarriage](#) on website: "The Sisterhood of Widows".



Dating Guide

\$4.95 for Sale as Download (not available as print edition) - Free Sample online

Come, let me guide you to a new, happy and committed relationship. I know this journey can be frightening, but I promise to give you all the tools necessary to be safe and happy. You don't have to be fearful about choosing the right partner.

Loving again can fill us with joy, pierce our loneliness and bring us true happiness, but only if we choose wisely.



Trust – It Doesn't Come Easy!

Keeping a distance can be hazardous to your relationships, if the only reason is lack of trust. Trust – It doesn't come easy, but once you trust your own instinct then everything else will fall in place.

To Be People Smart

- I will remind myself daily that people are primarily interested in themselves.
- I will decrease using “I, Me, My” and increase my use of “You, Your”.
- I will talk to people about themselves. I will get them talking about themselves.
- I will ask questions about themselves and ask their opinions.
- I will skillfully listen to them.
- I will applaud and compliment them.
- I will pause before answering them.
- I will acknowledge people who are waiting to see or hear from me.
- I will use “you, your” in talking to them. I will comment with “you, your”.
- I will be naturally agreeable.
- I will tell people when I agree with them (you are right, I agree with you, etc.)
- I will not disagree out loud unless it is absolutely necessary.
- I will admit it when I am wrong.
- I will look at people when they are talking.
- I will listen intently and lean towards the speaker.
- I won't interrupt or change topics.
- I will ask questions.
- I will know people by finding out what they want –their likes, values, needs.
- I will do this by listening to them, by asking them and by studying them
- I will show them how to get what they want by setting an example.
- I will convince them by using the third person technique.

- I give people reasons to say “yes” to me- I give THEIR reasons, not mine.
- I will give people a choice between two yeses.
- I will expect them to say yes to me.
- I will sincerely smile before I say anything to anybody.
- I will remember the 2nd basic law of human behavior – people respond in kind.
- I will remember with people – sunshine begets sunshine – mean begets mean.
- I will make a concerted effort to be friendlier and more pleasant.
- I will be generous with praise.
- I will be sincere when I praise.
- I will praise acts, not people.
- I will use the happiness formula – saying one kind thing daily to 3 people.
- I will voice my criticism in privacy.
- I will preface my criticism with compliments or kind words.
- I will criticize acts, not people.
- If I say something is wrong, then I should say what is right.
- I will give constructive criticism.
- I will criticize just once for each act.
- I will ask, not demand, co-operation.
- I will finish friendly.
- I will be sincere, clear and distinct when I say “thank you”.
- I will look at people when I thank them.
- I will work at thanking people – for the little things as well as the obvious.

An important element in the rebuilding of your life is the process of learning to love yourself first. As you love yourself you will attract others to you.

If you don't love yourself, how can you expect anybody else to love you? Have faith in yourself because you are strong and loveable just as you are – this I know!

WEEK 4 – Goal Setting



Week 4 – Day 22

Refining Goals – Making Them **SMART** Goals

Specific - The more specific you are the easier your goal is to achieve.

Measurable - So you know when you have achieved it.

Actionable - Success needs to be within your control. The lottery is not a "SMART" goal.

Realistic - Goals need to be both challenging to inspire AND realistic for success.

Time-bound - Has a deadline.

Some people seem to be constantly lost in a fog of confusion. They go one way, then another. They try one thing and then shift to something else.

Their problem is simple: They don't know what they really want. If that sounds familiar, you need to sit down and put your dreams on paper. You're going to figure out, once and for all, where you want to go and the steps you need to take to get there.

Once you write out your dreams and see it on paper it will be easier to plan for it to become a reality.

What Are Your Goals?

What gives you the best value for your time? That indicates what you should do. Remember time spent is forever gone - it's not like money that can be earned.

Don't let fear get in your way. Maybe more to the point is what would you like to leave as a legacy? Do you live life to the fullest? After you're gone what would you like people to say?

Ask yourself: What do I want to do with the remaining years of my life?

You are free to be yourself without trying to please your parents or grown children. You may be here to be the very best parent/grandparent there is or do some volunteer work that is calling your name. Whatever it is, you find yourself when you have a purpose or goal that you're working towards.

Close my eyes and envision my goals:

- Where do I want to live?
- What would I like to weigh?
- What do I want to do in the next 6 months?
- Where would I like to travel?
- Would I like to meet new people?
- Pay off a bill?
- Learn a new skill?

Assume control of your life and you will be happier. This might be a good time to get some uplifting and inspiring art for your walls. Surround yourself with objects from nature and plants with bright colors to liven up your home. It can be fun to take charge of some easy remodeling and painting. It will give you a boost to clean out a room and rebuild it with fresh paint, plants, new artwork and less clutter.

It may take energy you don't feel like you have, but just getting up and doing this as a project will make you feel like your accomplishing something. That feeling will help you move on to the next project and give you something positive to work from.

We often express bewilderment at the lack of understanding from friends and families. Time and time again I hear this refrain: "but they don't understand".

Some friends are incapable of understanding your goals and offering support. Perhaps as time goes by your relationship with old friends will change to suit your new life, but don't be surprised if some old friends drift away.

Repeat out loud: "Today, I will not settle for mediocrity. I will not be limited by my past history, my present circumstances, or by anything that I feel I lack in my life."
No doubt you've figured it out by now: goals don't unfold overnight.

I once heard it said, "The average overnight success took twenty years to succeed."
During all that time, they kept the goal alive by working daily toward its fulfillment.

Dreaming, envisioning the person you want to be, is just the first step on a journey you'll be traveling the rest of your life. You won't become the person you want to be tomorrow just because you set some goals today. But you can move closer to becoming that person if you advance confidently in the direction of your dreams.

If you're going to dream, you might just as well dream big. Small dreams never got anyone out of bed in the morning. As the person you want to be begins to emerge, new opportunities will emerge as well. New experiences. New friends. New insights.

BUCKET LIST IDEAS

Personal Growth

Write a book
Start a business
Reduce clutter in my home
Learn to do public speaking
Connect with strangers better with small talk
Get in shape
Complete a triathlon
Plan a pack-in camping trip
Redo my bedroom
Plan an actual vacation
Adopt a pet
Volunteer
Increase my net worth by \$_____
Swim with dolphins
Try a Chicago hot dog
Stay with locals while traveling
Learn a foreign language
Try things to get over my fear of heights
Get my hair cut totally different
Learn what colors look best on me
Get a makeover
Surprise a neighbor with_____
Write an article for the newspapers
Enter a contest
Be a judge for the Miss America Pageant
Become a mentor
Do a new recreational activity monthly
Go horseback riding
Give a stranger \$100.
Get connected with my passions
Learn to paint

Remodel my bathroom
Deep sea fishing
Hike most weekends
Buy the home that fits my goals
Learn to cook Thai food
Go on a cattle ride
Complete my photo albums
See a musical in New York
Learn to set goals and keep them
Learn better time management skills
Meet with a financial planner
Expand my business overseas
Organize my office/filing system
Sharpen-up my wardrobe
Revamp my business plan
Joint venture with complimentary services
Learn a better follow up system
Learn to market myself face-to-face
Improve techniques for delegating
Hire a mentor/coach
Join a Mastermind group

CHALLENGES (solo or group)

Embrace ethnic food and new restaurants
Learn a foreign language so I can travel and talk with locals
Spark up a conversation with someone “unique” daily
Help a teenager thrive
Stop blaming others for my life stuff
Teach my natural talents to others
Believe in miracles...and that I am one!
Live today like it was the last
Walk my dog...even when I don't feel like it
Exercise regularly for three months
Learn cultural differences – execute tolerance for others
Write 10 thank you notes
Show up on-time for 3 months
Embrace my morning alarm clock

SOCIAL INTERACTIONS

Try new restaurants
Learn to ballroom dance
Learn to golf with a group
Teach someone line dancing
Learn how to kick box
Learn how to date again
Do karaoke without being embarrassed
Reconnect with old friend
Do a blind wine tasting and learn about wine
Say thank you to old teacher/neighbor/elder
Go on a tour of _____
Go to theater on a regular basis
Bring flowers to convalescent home
Put on an event – that rocks!
Go to a concert and sing out loud
Build something cool
Refine my etiquette do and don'ts
Make a list of my goals and accomplishments monthly
Bake a homemade pie for my neighbor
Take groceries for a soup kitchen
Improve my golf game and go to Pebble Beach
Do a good deed and expect nothing in return
Put the newspaper on the porch for elder neighbor...daily

THINGS I WANT TO LEARN

Learn German
Play the saxophone
Fly a plane
Learn Italian to travel in small towns
Learn how to dress for success
Try to make friends easily
Learn to scuba dive
Learn to sing
Play guitar
Organize my Life (and home)
Learn to read, speak and read Spanish
Learn how to reduce my BMI
Learn to focus
Learn how to swim

SPIRITUALITY

Learn better ways to love and nurture myself
Make a mind-movie (or have one made)
Learn to meditate
Have my hands read by an expert
Travel for spiritual discoveries
Find peace in forgiveness
Let go and move on
Connect with my body through yoga
Explore the Law of Attraction
Find ways for me to connect with my personal vision
Take a visionary class
Attend workshop for spiritual healing and growth
Learn about channeling
Forgive myself for past mistakes

FAMILY

Live in the moment of my life
Take grandkids on adventures
Help my parents as they age
Find support with other single parents
Plan for retirement
Find healthy ways to connect and communicate
Become a role model
Give my child anti-bully skills
Plan a family reunion
Learn to appreciate the differences and socialize more
Turn my backyard into a mini resort
Build an addition for house guests to visit
Plan a game night
Schedule time on the calendar for extended family
Revisit family traditions and make some changes

Goal Questions:

Is achieving this goal entirely under my own control? *Y or N*

Can I give write out my goal in one sentence? _____

How could I make this goal clearer and more measurable? _____

Exactly what do I want to achieve from this goal? _____

Specifically, how will I know I have achieved my goal? _____

How could I break down the overall goal into more manageable sub-goals?

What time frame am I looking to work with? _____



Getting Unstruck

When you feel stuck, you need a goal to get unstuck, to make a decision or to change.

1. How important is my goal to me? _____

2. Who will be the 'winners' and 'losers' if I achieve my goal? _____

3. Who will I need to become to complete my goal? _____

4. What happens if I continue with your present behaviour? _____

5. What am I avoiding? _____

6. What do I gain from staying stuck? (There is a 'benefit' or you wouldn't be stuck!)

7. What am I not seeing or acknowledging? _____

8. So, what do I think I'm SECRETLY afraid of, that's getting in the way?

9. What am I ready to change? _____

10. What am I NOT ready to change YET? _____

11. What haven't I admitted out loud yet? _____

12. Now, what's the problem in one sentence? _____

13. And what's the problem in one word? _____

14. How important is this to me REALLY? _____

15. What EXCITES and INSPIRES me? (Make a list) _____

16. What am I TOLERATING and Putting up with? (Make a list) _____

17. Imagine for a moment that my issue is resolved. How did I get there? _____

18. What could make a difference? _____

19. If, overnight a miracle happened and I got unstuck, who would I be? _____

20. What research could I do to help me find the first step? _____



Unstick Yourself Now!

This is a super-simple exercise. Any time you're stuck, just ask the 5 easy questions below to brainstorm and come up with lots of new ideas - and then choose 3 actions to move you forwards.

Firstly, what is my goal - how would I like things to be different?

Now answer the 5 easy questions below:

- Identify AT LEAST 3 answers for each question to move you closer to your goal above.
- Don't THINK, just read the question, stick pen to paper and WRITE!

1. What could I **STOP doing?**

2. What could I **do LESS of?**

3. What could I **do MORE of**?

4. What could I **CONTINUE doing**?

5. What could I **START doing**?

So, what actions will I take now to empower myself, get unstuck and get moving? Choose actions that are **easily do-able** and write them out in my journal!

How would I change my life if I had no fear?

Don't let fear get in your way. Maybe more to the point is - What would you like to leave as a legacy? Who did you love? Did you really live life to the fullest? After you have passed on what would you like people to say about you?

I used to fear failure but I've found the more I do the less power fear has over me. Any improvement is better than standing still, so as long as you are moving towards your values you can't fail.



MITs - Most Important Tasks

Stephen Covey talks about setting your MITs for the day - your “Most Important Tasks”. This has been one of the single most effective tools to use when you are overwhelmed.

You might have the thought, "How on earth am I going to pull all of this off?" You may see this pile of stuff on your to-do list, your notifications are pinging in constantly to remind you and you feel as if you're drowning. The reality is that you probably won't be out of control of every area in your life, it just *feels* like that.

Action Step to Take - How to Use MIT:

- Write down on a piece of paper every single thing you need to do this week. Leave nothing off the list - this is about getting it out of your head onto paper.
- Go through the list and pick out your top 3 priorities.
- Once you have your top 3 priorities you can start working on the first priority, and then the next and the next.
- Important - focus on ONE thing at a time.

If you want to, you can also categorise the different priorities into helpful groups - which can help you to recognise where your time is going. But the exercise on its own is usually enough.

If you find it hard to prioritise you can ask yourself these 3 questions:

- **Be specific** - What is the *actual* problem you're facing?
- **Get clarity** - Which issues seem the *most* important or challenging?
- **Check the impact** - Which issue, when resolved, will have the *greatest positive impact on my problem?*

Once you know the answer to these questions, it's easier to prioritize.

Making Decisions and Moving Forward

1. What will I think about my present goals in 1 year, or 5 years from now?

2. Name someone who has done what I want to do. What actions would they take if they were in my position? Make an action list.

3. So which action do I **like best** out of the above list? _____

4. Which action do I **like least**? _____

5. What's the **easy** action to take? _____

6. Which choice or decision am I **avoiding**? _____

7. Which decision is the **cheapest**? _____

8. Which decision would be the **quickest** to complete? _____

9. What would happen if I didn't make any changes towards my goal?

10. Would I still make that decision if I won the lottery? _____

11. How will this decision **affect others** in my life? _____

12. What do I **gain** by making the decision to NOT change? _____

13. Then ask, "What will I **lose** by making that decision?" _____



Taking Actions and Habits

"Taking Action," is critical for a successful life. We all know that sometimes we just need to get off our butts. That's no secret as we all know it, but most of us don't do it.

One of my favorite quotes comes from Will Rogers, who used to say, "Even if you're on the right track, you'll get run over if you just sit there".

We all know that we have to exercise regularly to stay in shape, but it's not that easy. Think about it. We all know that if we read more, we'll learn more, but we don't read more. We know that we need to take action, but we're not taking the necessary steps. Why not?

There are a few reasons. Think about which ones are stopping you.

1. Fear - fear of failure, rejection, public failing and even being successful.
2. Laziness - it's easier to turn on the TV than get out and exercise.
3. Complacency - if you think that life is good enough, why risk change?
4. Bad habits - if we are in the habit of doing nothing, we'll keep doing nothing.
5. Giving Up – they tried to take action before and it didn't work. Why try again?

Take a minute to write down what's stopping me. I can't overcome my obstacles until I acknowledge them.

What could I do as the very **first step** towards meeting my goal?

What could I STOP doing? _____

Let's imagine it's a year from now and I've accomplished my goal. What steps would I have taken to achieve it? _____

What are all the crazy and wacky things I could do to meet my goal? _____

Suppose, I lived in a world where fear and anxiety didn't exist. What could I do now?

What if I were an expert in the area of my goal? What advice would I give myself?

What would I do if I knew I couldn't fail? _____

What could I do if I didn't care what other people thought? _____

Imagine I had all the time I needed, what would I do? _____

Imagine I'm fully confident in my abilities, what could I do? _____

Imagine I'm fully confident that others will support me. Now what could I do?

Imagine having a chat with the wisest person I can think of (whether I know them or not).
What would they tell me to do?

What if money were not an issue? _____

What would I do if I didn't have to live with the consequences? _____

What would I advise my best friend to do if they were in my situation? _____

What would my best friend advise me to do? _____



Daily Success Habits

- We often overlook the IMPORTANCE of DAILY HABITS in managing ourselves and our lives. But, it's often the small changes we make to our daily routines that enable the BIG changes in our lives and careers.
- This tool helps you build a simple personal framework around which the rest of the day's activities fall into place. Create an infrastructure so that no matter what happens - you feel calm and assured.

My **Top 3 STRESSORS** in life right now are:

1. _____
2. _____
3. _____

What supportive daily habits - **SPECIFIC DAILY ACTIONS** - could you introduce?

Write up to 5 actions that best support you – including your HOME, PERSONAL and WORK-LIFE. They must be SPECIFIC and MEASURABLE so you know exactly what to do, and can clearly say you have completed the step!

TIP: You know yourself. Where do you sabotage yourself regularly? What ideas do you already (perhaps secretly) have?

EXAMPLES:

- | | |
|---|---|
| - Have 15 minutes of silence or alone time daily | - Make all my calls in the first hour of the day |
| - Drink 8 glasses of water a day | - Eat lunch away from my desk |
| - Be at my desk by 8.00am / leave by 6.00pm | - Connect daily with partner/spouse (5 mins listening) |
| - Eat a healthy breakfast every morning | - Write all appointments down - in one place |
| - Be in bed by 10.30pm | - Meditate for 30 minutes each morning before breakfast |
| - Do at least 30 mins exercise/activity every day | - Write my top 3 priorities for the day every morning. |

Which 3 habits will you **COMMIT** to?

I will start _____ **tomorrow**

I will start _____ **next week**

I will start _____ **next month**

REMEMBER: It takes time and practice to implement new habits. They start as simple actions and gradually, as you do them regularly, they become habits. It can take anything from 21-30 days to implement a new habit.



What Do You Need to Let Go Of?

- The things we hold onto (example: that we feel angry, hurt, guilty about) cloud our mind and prevent us from fully enjoying life. The irony is that whatever you're holding onto, it's probably bothering you much more than it does anyone else.
- Letting go usually involves some form of forgiveness or acceptance - whether it's of yourself, someone else, a situation or even an unknown third party.
- Letting go doesn't mean we condone a situation or behaviour, it's about lightening OUR load. When we let go of whatever is bothering us we set ourselves free - and get to reclaim that energy for ourselves.
- You don't need to know HOW to let go, you just need to be WILLING. And while you can't change the past, you can learn from it and change how you feel going forwards.
- Remember - whatever you find hardest to let go of is probably what you need to let go of the most...

INSTRUCTIONS: While you may not wish to do anything about these right now, just listing what you need to let go of here will raise your level of awareness and you'll naturally begin to loosen your grip. So, simply list below what you're holding onto, what slows you down, what riles you up and anything that gets in the way of you being the best you can be...

What do I need to let go of?

How I benefit by 'holding on'

1.
2.
3.

4.
5.
6.
7.
8.
9.
10.

Just for a second, imagine letting go of everything on this list. How does it feel? _____

What have I learned about myself from doing this exercise? _____

* If you're struggling with identifying a benefit (there must be *something* or you wouldn't be holding on to it) ask yourself, "What do I gain by keeping hold of this?" Perhaps by holding on to resentments, anger, hurt you don't need to accept your part in the situation, or perhaps it stops you from feeling how hurt you really were, maybe you get to stay in 'the right' or avoid dealing with someone.

*TIP: If you need to let go of something YOU'VE done ask,
"What do I need to do that will allow me to let this go?"*

Perhaps you need to make notes in your journal of what you've learned, perhaps you need to make some kind of amends, apologise or find a meaningful way to make it up to yourself or someone else. We can't change the past, but we can make amends and learn from it.

Identifying and Removing Obstacles

1. Do I really want to complete my main goal? How much? Score it 1 to 10. _____

2. What could go wrong and stop me from doing my main goal? _____

3. What is the most challenging part of this for me? _____

4. If I were going to sabotage myself, how would I do it? _____

5. If I secretly knew what might get in the way, what would it be? _____

6. What's the benefit to staying as I am? _____

7. Then ask, "How can I keep those good aspects while STILL making this change?"

8. What if something comes up this week, then what? _____

9. Then ask, "And if that doesn't work, what will I do? _____

10. What other problems might there be? "And what else?", "And what else?"

11. What 3 things could I do to support myself and make sure this gets done?

12. What might I have to give up or stop doing to achieve this goal? _____

13. What's the price of making this change – and am I willing to pay the price? _____

14. If there was something important around achieving this goal (to help me succeed, or that could get in the way) that I haven't mentioned yet, what would it be?

15. What stops me from doing more towards my goal? _____

16. What is my back up plan? _____

17. How did I prevent myself from completing my action? _____

18. What did I choose to do instead? _____

19. Then ask, "How did that benefit me?" _____

20. And finally, "Looking back, would I make the same choice again?" _____

21. If the same obstacle came up again, what would I do? _____



Do You Postpone Decisions?

When you have to make a decision - stop, relax and notice how you feel.

- Is it something you really want to do?
- Do you feel tense?
- Are you rushing so you don't have to stop and feel?
- Or are you going too slow and not making any decisions out of fear?

Life is far richer when you stop to feel with your heart and not just with your head. You have an inner voice that will guide you to make decisions that are right for you. This inner voice has more wisdom than we are aware of because it is connected to our spiritual soul.

Do You Postpone Decisions?

Some people keep putting off what needs to be done, thus causing stress and anxiety to build up. It's easier for them to postpone making a decision than to make a decision. Excuses range from "not having the time" to waiting for someone else.

Tackling unpleasant situations slowly is much more painful than just jumping in with both feet and getting it done. Put the task in your calendar and don't let anything stop you.

Take **three pages** and on each page write **one** of these on the top.

“Do Now” – “Do Later” – “Do Whenever”

List all the decisions you have to make on the page you think it belongs. Now list all the tasks that are involved in that decision. Make notes about why and who this might also affect. Use this as a work plan so that you can make an educated decision. Before you know it your list of things “to do” is done and they were done at your pace.

Every time you make a decision cross it off your list and you will feel like you have accomplished something. It will make you feel good about yourself, so savor the moment when it's done.

Write out all the problems that you are worrying about and your plans to solve them.

Then just sit back. Often the fact that you wrote them out is enough to unburden the mind and bring you peace. Writing it out will give you a chance to look back over this period of your life and see how you have progressed.

Your writings will become filled with your life – the pain, laughter, events and most importantly how it all came together to make you the person you are today.

Take an honest assessment of your present life and see where you may be out of balance. When you know what you want, are comfortable with who you are and can focus on a goal, you'll find harmony in your life. Awareness has to come first before you can make the decisions needed to relieve your stress.

1. What **resources will I need** to achieve my goal? _____

2. What **resources do I already have** to achieve this goal? _____

3. Who could I **ask for help** in achieving my goal? _____

4. Who should I be hanging out with so that achieving my goals becomes natural?

5. Who else has achieved my goal? _____

6. Remember a time when I did something similar to this goal. How did I accomplish that?

7. What **research** could I do to help me find the first (or next) step?

8. What would I be willing to give up to achieve my action? _____

9. How could I break this down into **smaller, more manageable steps**?

10. How will I feel once I have completed my actions? _____

11. How will I reward myself when I complete my actions? _____

12. On a scale of 1 to 10, **how excited do I feel** about taking these actions? _____

13. And then, "What could I do to make that a 10?" _____

14. On a scale of 1 to 10, how likely am I to **complete that action**? _____

15. And finally ask, "What could I do to raise the score?" _____

16. What rewards will I give myself along the way? _____



6 Month Goals and Your Purpose

Are you planning your life or are you just letting it happen?

1. Write out 3 goals for the next 6 months.
2. Break each goal into small steps.
3. At night plan your steps for the next day. Never let a day go by without doing something positive to move you towards your goals.

In order to know how to arrive at your goal you have to know the end point and the steps needed to get there. Create your goals and go after them. Stay focused and have faith in yourself.

Close your eyes and envision your goals. Where do you want to live? What would you like to weigh? What do you want to do in the next 6 months? Where would you like to travel to? How would you like to meet new people? Learn a new skill? Pay off a bill? Create your goals and then take action steps.

The goal now is to let go of the past and work towards a sense of wellness of body and spirit. Our role in life is shifting and we appear to be concentrating more on the present.

After what seems an eternity, we realize that our social world is expanding. We are becoming involved in new and various experiences. We are actively participating in life.

Some of us are pursuing old hobbies and learning new skills; some feel a renewed interest in music, dancing, and the arts.

We look in the mirror and we see the new person that we are becoming. As we focus on the present, we are learning new skills, making new friends, reviving old hobbies, and venturing forth to new places.

It is almost as if living is new to us, and we meet daily events fortified with the support of each other and the self-assurance that we are now feeling. Wow! We like this feeling of confidence. Consciously and unconsciously, many lessons have been learned during this journey.

We have found joy in these simple pleasures: a grandchild's birthday; a picnic with family; the first snowdrops of winter; an unexpected shopping trip with a friend.

In a strange way, we have accepted ourselves as individuals who have reinvented themselves. There is a difference in each of us as we proceed along our journey with new hope and pride.

Gradually, we stopped running and faced the reality of our new lives. Our energy and attention were directed to the multitude of everyday tasks. For each and every one of us, life definitely changed! The courage to make these changes came from all the talking, sharing, and support we received as we rearranged our lives.

All of us have to learn to be gentle with ourselves and to understand and accept that we have done our best.

When it comes down to it, there's one big obstacle that can keep you from achieving your goals. And that is... **a lack of belief in yourself**. Here are three tips to build your self-confidence:

1. Write out 3 positive statements about yourself, reading them out loud every hour.
2. Write out three small goals to be finished in 30 days. They will inspire you.
3. Do something positive for someone - giving will help build your sense of worth.

Do the above **3 things for 30 days** and it will help you believe in yourself.

What has worked so far, and what hasn't? _____

What did I learn from that? _____

What choices do I need to make to achieve my goal? _____

What are my **3 biggest priorities** for the rest of the year? That could inspire me AND is reasonable to get **finished this year**?

What have I achieved that has surprised me?

What were my big achievements this **past year**?" (personal, spiritual and professional)

What 'smaller', less obvious things am I proud of achieving this year?

What steps have I made towards larger goals that need to be acknowledge?

What did I fail at or make a mistake on that needs recognizing?

What will I do to celebrate, recognize and acknowledge my achievements?

What are three of my greatest strengths? _____

Week 5 - Overcoming Fear



Week 5– Day 29

What Is Your Attitude as You Overcome Your Fears?

I'm grateful for those that have helped me and I'll be sharing their wisdom with you. There are some specific ways to find your path and some find it almost immediately, while others are unable to identify a way out because their feelings are buried in their pain. Fear and denial can be stumbling stones on your path, but once you see and acknowledge them, you will be able to find your way around them.

Throughout this course we will work on those feelings that make you reluctant to get back out into the world. We will ask those hard questions that have to be asked so that you can "Create Your Future". Don't worry this is just between us and we will work on it together.

You can dare to be happy with who you are right now and accept yourself, faults and all. A lot of people don't realize it, but the root cause of many of their social, physical, and emotional problems is simply the fact that they don't like themselves.

They are uncomfortable with how they look, how they talk, or how they act. They are always comparing themselves with other people, wishing they were like them.

You can be happy with who you are and quit wishing that you were different. You are an original and you can be the best "you" that's possible – then you can feel good about yourself.

Write out some of the qualities that make you unique. Write what you like about yourself: your gifts, talents, spiritual and physical attributes, hobbies, and personality traits.

Whenever you live in the present moment, you drive fear from your mind. This happens because fear is “concerns over events that might happen in the future”.

Therefore, if you live in the present and not the future, fear cannot paralyze you from taking positive steps. But, know this, you are open to fear when you are being inactive.

Repeat out loud: “I will be confident in who I am. I’m not going to go around trying to fit into everybody’s mold. I am free to run my own race in this life.”

Living in the day is about taking actions without fear of the consequences, so the minute you start to take action steps and actually do something, fear subsides.

Best Advice – Live in the NOW and don’t hold your breath for things to happen. Do something/anything by jumping into every opportunity that comes your way.

ASK YOURSELF THESE QUESTIONS:

1: What is the worst possible outcome of my action, in this situation? Take a hard look at my fear. Is it justified? It is rational? Can I live with the outcome?

2: Ask myself what I can achieve by taking this action. What are the benefits? What is the best possible outcome?

3: Now, the final question: Does the risk outweigh the benefit? If the answer is an overwhelming yes, then don't do it. If the answer is no, take action. Move ahead.

Now, give yourself a few minutes to think about this process as it applies to your own fears. What do you fear? What's the worst thing that can happen? What's the best thing? Does the benefit outweigh the risk?

You need to make your own way – find your own path – restore your balance so that you can be healthy both physically and mentally. Fear can take hold of you and stop you from taking any action to move out of the storm and into the light. Fear lives in the darkness so moving towards happiness and laughter will help you find the light side of life.

Do You Need Permission?

Remember the days when we needed permission to do just about anything, first, from parents, and then from others? Permission was doled out according to some kind of mysterious and unwritten system.

It seems to me that we never outgrow the need to please those closest to us. This need can surface in many different ways.

It took me some time before I recognized the fact that people need permission to bring back some level of normalcy into their lives. I use the word normalcy in the context of having a measure of joy and fun in living.

However, we don't wake up one morning and feel that we have been given permission to do this or that. It is more of a subtle understanding that life is good, there is much beauty in our lives, there is music, there are friends who have done so much for us in ways that even they do not understand, and there are new possibilities to explore.

Getting Out of Our Comfort Zone

We all live our lives trying to avoid risky situations and avoid the potential to be hurt, but life doesn't always work out as planned. We have been taken out of our comfort zone, so we may as well try something new and see if it works. It may, it may not, but you'll never know if you don't give it a try.

As long as you try to stay in that old comfort zone, you will find it hard to move forward. Ignoring the pain doesn't make it any less painful. You can't hide from it by denying it or ignoring it. Change is disruptive...But it doesn't make any difference. You have to get through it.

What Is Your Attitude?

A person with a negative attitude thinks “I can’t”. They dwell on problems, find fault with everything and everyone while focusing on what’s missing in their lives. They can only see limitations because their mind is clouded by rejections, disappointments, doubt and fear.

On the other hand, a person with a positive attitude thinks “I can”. They dwell on solutions and look for the good in everyone while counting their blessings. They see possibilities because their mind is clear and open to the wonders of this world.

So what is your attitude? I admit that I can be a bit of both! I’m working on my positive attitude because it makes me a nicer person to be around. In fact, I like my own company much more when I’m not being cranky.

Why is it so much easier to be negative than positive? I know that the choice is mine and that the consequences of being negative, is frustration and unhappiness. I want to be a brighter and healthier me.

So the question is “How do I train myself to be more positive and less negative?”

I’m going to give you some tips but I’m warning you now, even with a commitment, it’s a bumpy road and life will test you to see how serious you are about changing your attitude. But that’s what it’s about – having a positive attitude even when things aren’t going your way.

Here are some tips for your attitude adjustment:

1. Take responsibility for your life because no one else is going to. You and only you can make a conscious decision to have a positive attitude.
2. Have a “I can do this” attitude. In other words commit, really commit to a mental attitude that says: If I get cranky, I will recognize it and do a mental turn around.
3. Put positive thoughts into your mind by reading motivational material. Some of the greats are Napoleon Hill, Norman Vincent Peale, Robert Schuller, Jim Rohn, Zig Ziglar, Earl Nightingale, Jeff Keller, and many more.
4. The more you fill up on positive energy the less room you will have for negative energy. Be careful that you don’t get caught in the dark side of life.

When you change your attitude from negative to positive thinking, the world around you will also change. All of a sudden the world is a better, kinder and happier place.



Denial and Limiting Beliefs

Denial as in “I can’t believe this is happening” can be a safety mechanism for when our pain is overwhelming us. By putting our pain into denial we give ourselves some time to digest what is happening.

The bad news is that we can become reluctant to move out of denial and face the pain of recovery. It is hard to adjust to changes of any kind and we may be at such a low point of self that we just don’t think we are capable of making the journey.

How about you? Are you still in denial or have you come out from underneath the pain? Be aware of denial and open yourself up to the process because you have to heal.

One of the most important skills we will ever learn is how to adjust to a crisis in our lives. There will be more crises in our future and learning how to handle the pain will help shorten our path.

Start right off by keeping a journal so that you can follow your path. You will be able to re-read it over time and gain a better understanding of your changes and the wisdom you gained.

Limited Belief – Is It Holding me back?

"Who gave me this belief?"

Then ask, "How do I feel about that person now?"

Finally ask, "Do I regard them highly and respect them?"

What is the ONE limiting belief/ fear that I want to work on?

"How do I KNOW that that this limiting belief is true?"

Then ask, "What criteria am I using?"

"Who would I be without this limiting belief?"

Is this limiting belief still valid today? YES or NO

What does this belief do for my life – positive or negative?

What concrete evidence do I have to back up this belief? What shows me that my limiting belief is true?

Has there ever been a time when this limiting belief has not been in my life?

What price have I already paid for this limiting belief?

How would my life be different if I were to let go of this limiting belief and trusted myself to make the right decisions without fear?

Choosing Actions to Move Forward With

From where I am now, what would be a first step that I could feel good about?

Think of someone successful I admire. What would they do next?

What do I need to do before I do anything else?

What am I NOT ready to do just yet? _____

What could I do in the meantime? _____

What can I do **today**? _____

What will I do in the **next 24 hours**? _____

Which action/s can I see myself taking **this week**? _____

What are three actions I could take that would make sense **this month**?



Self-Care

This may sound completely opposite to what you have always heard but I think self-care begins with learning to be selfish. The word “selfish” has a negative feel to it but when you put yourself first you will have extra energy to be there for the people in your life.

Initially, you may feel uncomfortable with being selfish. You might feel guilty, uncaring, unspiritual or even worried about what others think. You need to tell your family and friends that you’ve decided to take care of your “self” first. Some people in your life may not understand, they figure you can be there 24/7 because you don’t have anyone at home.

But remember your life has to have value and let them know that you’ll end up becoming a better person. Over time, they will realize that self-care is actually the greatest gift you can give them because it will restore your energy and joy of life.

Self-care begins with becoming familiar with your needs and getting to know yourself. Over the next few days I am going to outline some action steps to help you be “selfish” and they will in turn set in motion opportunities for you to be happy and contented.



Self-Care Quiz

INSTRUCTIONS

- How good are you to yourself? Let's find out! Know that there are no right or wrong answers, just answer however seems appropriate for you right now and see what you learn about yourself.
- Scoring: Score 2 points for each “Yes”, 1 point for each “Sometimes” and 0 points for “No's”.

	Yes	Sometimes	No
1. I am up-to-date with my optician, dentist and other health check-ups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I am happy with my physical fitness and energy levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I eat well nutritionally most of the time and do not abuse my body with caffeine, alcohol or similar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I have plenty of sleep so I always feel well rested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 5. I take regular breaks from my work during the day, at weekends and use my holidays for enjoyment & relaxation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. I like how my hair is at the moment, I am happy with my wardrobe & style | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. I meditate, journal, quietly relax or have alone-time with myself regularly (where I am not doing anything or doing things for others) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. I prioritize how I spend my time and important things always get done in plenty of time | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. I say "No" to myself and others when I need to | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. My home is cleaned regularly to a standard I am happy with | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. My home is organized and tidy and somewhere I love to be | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. My home is a calm haven (or has a place within it) that takes me away from the stresses of the world | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. I recognize my stress signals and know when to take a break | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. I have enough people in my life who love and support me | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Apart from exceptional situations, I only spend time with people who support, energize and inspire me | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. I listen to and trust my intuition when it comes to looking after me | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. I have a mentor/s that support and encourage me in life | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. I have no regrets and have forgiven myself my past mistakes | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. I have let go of any past resentments towards others | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. I have reserves of things that are important to me or help my life run smoothly (anything from contact lens solution to pens, paper, vitamins or bathroom tissue!) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. I have things to look forward to in my life | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

TOTAL NUMBER of Yes's, Sometimes, and No's.

The maximum possible total is 42. **Write your total score here:** _____

What did you learn about yourself?

Where could I be more forgiving and understanding of myself?

Imagine seeing myself through the eyes of someone who truly loves and respects me.
What new things do I see? (Make a list)

Where am I not respecting myself right now?



What Do I Need to Care for Myself?

- This is a quick exercise to help you find out what you may be needing.
- Simply look at the list below and score each item out of 10. Then answer "What do I need?"
- Finally answer the quick questions underneath - including ONE action for yourself! NB. It's important that the score is your FIRST response ie. your initial or gut reaction and how you are actually feeling NOT "shoulds".
- Let's take a more specific look at what form/s of self-care you might be needing:

**What do I need to
take care of MYSELF more?**

**How satisfied are you
currently in this area?**

Score out of 10
(1 is low, 10 is high)

**What do I need? What
would raise my score?**

1. My Energy Levels	_____ / 10	_____
2. How Inspired I'm Feeling	_____ / 10	_____
3. Fun and Play	_____ / 10	_____
4. Self-Honesty	_____ / 10	_____
5. Peace and Quiet	_____ / 10	_____
6. Feeling Heard or Seen	_____ / 10	_____
7. Feeling Accepted and Understood ...	_____ / 10	_____
8. My Friendships	_____ / 10	_____
9. My Physical Appearance	_____ / 10	_____
10. Feeling Loved and Appreciated	_____ / 10	_____

11. My Environment (home, workspace) _____ / 10 _____
12. Physical Health _____ / 10 _____
13. My Feelings and Emotional Health ... _____ / 10 _____
14. Organization and Simplicity _____ / 10 _____
15. Being Challenged and Stretched ... _____ / 10 _____
16. Learning and Personal Growth _____ / 10 _____
17. Money/Finances _____ / 10 _____
18. Connection to Myself _____ / 10 _____
19. Relaxation and Pampering _____ / 10 _____
20. Something else: _____ / 10 _____

What surprised me most about my responses? _____

What is going to be my contribution to the world?

Who am I now? What is the 'real' me?

Then ask, "How do others 'make' me feel about myself?"

What parts of myself am I hiding/repressing/denying?

What does the way I'm living my life say about me?

What is my life really about? What is my life purpose?

Then, "Is this what I WANT my life purpose to be?" _____

What do I like about myself? _____

What would I like to change about myself? _____

Think of someone I respect. How would I want them to describe me? _____

What is the biggest misconception others have about me? _____

Then, "How does this misconception feel?" _____

Then, "How might I contribute to this misconception?" _____

Who is my audience? Who am I trying to please? _____

Then ask, "What would my life be like if I just pleased myself?" _____

Who would I like to be going forwards? _____



Don't Wait For the Perfect Moment

Every evening find a few quiet minutes by yourself. It is very simple to do and will produce very profound results.

Take a few deep breaths and ask yourself the following questions:

What did I want that I did not ask for today?

Who could have helped me if I had asked?

Where could I have gone for help?

See yourself doing it the way you would have liked to have done it had you not been too shy, frightened, prideful or defensive to ask. You will be surprised at how powerful you will feel as you imagine yourself actually asking for and receiving what you want.

Don't wait for the perfect moment because it will never come. To create change you have to seek it out and make a daily ritual of seeing what you want and taking steps to get there.

The danger in books and articles is that they can make you feel bad about yourself. You pick up yet another self-help article and you think, "If they can do it, why can't I?"

Lack of money is a constant worry causing stress and loss of sleep for many people. Juggling bills and avoiding creditors is stressful plus your worries will threaten your life style and how you relate to others.

If you are experiencing money problems, you need to analyze your finances with a specialist. You cannot leave your money to look after itself – you need to know what comes in and what goes out. Be clear about what you want from life and make realistic plans to make it happen. Are you shopping out of boredom or to make you feel better? It will only add to your stress and lack of sleep as you lay awake wondering how you are going to pay this month's bills.

Know Your Finances

- Gather up all the bills and list them on one page – Name, Balance Owed, Payment Amount Due and Date.
- List all the things you own - Name, Value, Contact Person. Take your paperwork to your bank or financial adviser and get advice from a professional.
- Do you have conflicting feelings towards the money received or not received? Money is one of the most complicated relationships we have in our lives.
- Money is not good or bad - it is only a commodity to be used for what you want. Treat it carefully but enjoy its benefits.
- Have a definite purpose for the quality of life you want from your money. Stay focused on what your financial expectations are for education or retirement.
- Don't let anyone rush you into making decisions if you're not sure what you want. Those decisions could create problems for you down the road. You may want to postpone any major decisions if your decisions are driven by emotions and not clear thought.
- Dig in and learn as much as possible before you pass your financial life over to someone else. You may be talked down to or not taken seriously, but take charge.

I want to emphasize that money goals need action – wealth is largely a plan that you work.

Always having a twenty dollar bill in your wallet will make you feel prosperous, learning to control spending so that you are never broke. Indeed, how can you ever hope to have money if you can't hold on to twenty dollars?

It takes action steps and courage to change your mindset, but you can do it!

Check off the things you're willing to do to improve your financial situation:

- Make a mental decision to be prosperous _____
- Commit myself to doing the work necessary _____
- Save first and then spend what is left _____
- Ask people with money for some tips _____
- Study/read up on what wealthy people do _____
- Constantly repeat – “I deserve to be prosperous” _____
- Enjoy, worry free, the money you have _____
- Make some money goals _____
- Always have a twenty dollar bill tucked in wallet _____
- Take responsibility for my poor money decisions _____
- Show enthusiasm and commitment on money goals _____
- Never give up – be positive about money _____

Time is the most important resource we have and yet we let it slip by us and then lay in bed worrying about what didn't get done. According to the Pareto Principle 20 percent of our effort brings us 80 percent of our rewards, so identify and work on that 20 percent.

- Be realistic about what you must do and what you want to do.
- Organize your life to balance between work, home and social.
- Identify the best use of your time and money.
- Delegate what you don't know to others, but monitor its progress.
- Learn to say “no” when it isn't in your best interest.
- Do one task at a time and finish it.
- Know your prime time to deal with finances –morning or evening.

*"How you spend your time is more important than how you spend your money. Money mistakes can be corrected, but time is gone forever." **David Norris***



Being Happy!

Your best life can start today! You never should wait until that perfect day when all your problems are solved, because that day will never come. Instead, realize that happiness is a choice and can be made at any time. Don't fall into the trap of waiting – why not be happy right now? Choose to start enjoying each day because life is too short not to.

Have you ever noticed that when you are feeling good about yourself, other people become very nice? Isn't it funny how they changed?

The world is a reflection of ourselves and our self-image is the blueprint on how we act, who we hang with, what we will try and what we will avoid.

We can assess our own self-image by looking at the people around us. We form relationships with people who treat us the way we believe we deserve to be treated.

You deserve love and respect just because you are who you are. If you treat yourself with respect, others will see your inner beauty and inner strength.

I'll be happy when...

Check off any of the following that you may have said to yourself:

- I'll be happy when I retire _____
- I'll be happy when I pay off my mortgage _____
- I'll be happy when I get married _____
- I'll be happy when my children are grown _____
- I'll be happy when I lose weight _____
- I'll be happy when I start making \$\$\$ _____
- I'll be happy when friend/family do _____

If you had life to live over again what would you change?

- I would relax and not worry about making mistakes _____
- I'd be sillier and not take things so serious _____
- I'd have bigger goals _____
- I'd travel to more fun and interesting places _____
- I'd live in the present and have no fear _____
- I'd forgive others and myself for mistakes made _____
- I'd like myself more _____
- I'd have less imaginary problems _____
- I'd watch more sunrises and sunsets _____
- I'd play like a child _____
- I'd take more responsibility for my own happiness _____
- I would take action for what I wanted _____
- I would learn how to control my thoughts _____
- I'd be okay with not being perfect _____
- I'd live by the secret – “to be happy, BE HAPPY” _____

If you hang with critical people, you will learn to criticize. If you hang with happy people, you will learn about happiness. Choose the company you keep and you choose what you want from life. If you are serious about changing your life, you will have to get serious about changing your surroundings.

The measure of your personal effectiveness is determined by how much you are able to live in the present moment. The **key** to happiness and contentment is in your focusing on the present – not the past or the future.

What positive suggestions do you commit to?

- Accept compliments – always say thank you _____
- Give compliments – one of the easiest things to do _____
- Always give myself positive self-talk _____
- Acknowledge my value when I do something right _____
- Know that a mistake doesn't make me a bad person _____
- Look after my physical health _____
- Demand respect from others _____
- Treat myself to some luxuries _____
- Hang around with good, positive people _____
- Enjoy life, without guilt _____
- Read positive books and watch positive shows _____
- Stop comparing myself to others _____
- Pay attention to my thought process _____
- I deserve to be healthy- energy is my birthright _____

Do you know of anybody who has been putting off being happy until sometime in the future? The point here is that NONE of us has a guarantee that we will be here tomorrow. This moment is all you have. You have the choice, moment by moment, to really live and allow yourself to be touched by life.

To be happy, you need to concentrate on positive thoughts, not dwelling on unkind words for weeks later. Remember you control your mind, no-one else puts thoughts in your mind.

Please check off signs of poor self-image that you see in yourself:

- Jealousy _____
- Negative self-talk _____
- Feelings of guilt _____
- Never gives compliments to others _____
- Doesn't accept compliments _____
- You don't look after yourself _____
- You don't ask for what you want _____
- Don't treat yourself to any luxuries _____
- Fails to give love/affection _____
- Can't receive and enjoy affection from others _____
- Is a critic _____
- You're always comparing yourself to others _____
- In poor health (smoker, over-weight, stressed) _____
- Use false modesty to get compliments _____

As we travel this path to self-improvement, we need to stop focusing on old patterns of blame, guilt and poor self-image. It's not what happens to us in life that determines our happiness so much as the way we react.

Fun is a necessary part of self-care and has a positive impact on your health and well-being. Building fun into your life on a regular basis will help you to take life less seriously. There are still lots of memories to be made and it doesn't have to always cost a lot of money.

A good knee slapping laugh with friends as you go for a walk together, playing with your grandchildren and having a new adventure, these will all add years to your own life.

Get happier at work, at home or in life. This deceptively simple exercise helps you bring MORE of what you love and CUT OUT what you loathe in your life. It will help you get very clear on what to look for and what to avoid currently - or in your next job or career. Or use this exercise to clarify what you want at home or in life.

INSTRUCTIONS:

- Over the course of a week or so, make a brief note in the appropriate columns below whenever you feel great (are doing something you LOVE) or are miserable (doing something you LOATHE). The more specific you can be the better.
- If something comes up several times, put a tally mark or number next to it. **Make sure** to identify/count each separate instance.
- If you want to use this for work/career and aren't working at present, think back over a typical week at your past employment/s, imagining your activities day by day, and remember what you loved and loathed.

LOVE – you feel great, look forward to doing it, or simply enjoy it immensely. Be specific!	LOATHE – you feel terrible, dread or just hate doing this thing. Be specific!
--	--

Am I surprised by the number of things I love and/or loathe?

What do I first notice?

Take a closer look. What **common threads and patterns** do I begin to notice?

What else would I like to make a note of here? _____



If some ideas were to spring to mind, **how could you REDUCE doing what you LOATHE** or make doing it **a little easier or more pleasurable?**

1.
2.
3.



And now brainstorm some **ideas of things you could do to INCREASE doing what you LOVE**. Just whatever pops into your mind for the moment:

1.
2.
3.

I'm here to remind you that having fun is just as important as working a job or looking after your loved ones.

- What have you done for fun lately?
- If you could do anything, what would you do?
- Do you think that spending money on fun is an "OK" expense?
- Have you turned down a chance to play with family and friends? Why?
- Were you brought up to think that fun wasn't a valuable use of your time?

Write about having fun in your journal because it may be time for you to have some exciting new adventures.

Finally, what will you do with this information? What are your next steps?



Your Values

Our culture values thinking with our heads based on our experiences, knowledge and education. But to honor our self-care we have to get in touch with our feelings.

Maybe the most sensible way of doing things is not in your best interest because it follows the priorities of others instead of what you feel like doing.

Your stress and anxiety increases as you put up with stuff so that everyone else is happy. You need to listen to your soul, your inner voice that tells you that if it doesn't feel right don't do it. The more you live by head knowledge and distance yourself from your feelings the more numb you will end up feeling.

You will seem disconnected because you are not emotionally available. Life is hard and sometimes things are happening around us so fast that we can't stop to feel and so we tend to act impulsively.

When you have to make a decision stop, relax and notice how you feel:

- Is it something you really want to do?
- Do you feel tense?
- Are you rushing so you don't have to stop and feel?
- Or are you going too slow and not making any decisions out of fear?

Life is far richer when you stop to feel with your heart and not just with your head. You have an inner voice that will guide you to make decisions that are right for you. This inner voice has more wisdom than we are aware of because it is connected to our spiritual soul.

Know Your Core Values

What do you stand for? True values are expressed in your actions.

What gives you the best value for your time? That indicates what you should be doing. Remember time spent is forever gone - it's not like money that can be earned.

What do you care passionately about? Focus on the values that really matter to you.

Identifying Values - Like strengths and weaknesses, identifying values often involves asking initial questions - and then exploring further.

1. If there were just three rules that EVERYONE would have to follow what would they be? (Gives major clues to someone's key values)

2. Consider the last week. What did I go out of my way to do and not do? (Example: If you went out of your way to pick up garbage or be kind to someone in need, you may have values of community, service, respect, kindness)

3. Think about times I got angry/upset/irritated. What values were not met?

4. Think about times when I have been really happy. What values were being met?

5. What would I risk my reputation over? _____

6. What does it mean to me to have a full and rich life? _____

7. Where do I think my thoughts could be getting in the way? _____

8. If I could only take 3 THINGS into a difficult, possibly dangerous situation, what are the things I absolutely must have?

9. What is my favourite activity and why? _____

10. Who do I admire? What specifically about them do I admire?" For these questions keep asking, "What's special about that?" until I get to a value.

11. Where do I have unrealistic expectations of myself? (Make a list)

12. Where am I too hard on myself? (Make a list)

13. What MUST I always do? (Make a list)

14. I should always ... (Make a list)

15. I should never ... (Make a list)

16. What do I avoid? _____

17. Then ask, "How does this 'avoidance' affect my life?" _____

18. What do I avoid **feeling**? _____

19. Then ask, "How does this impact me in my life?" _____

20. What would be the worst insult someone could throw at me? _____

21. If you were to really hurt my feelings, what would you say?

22. What might I be embarrassed to look at that could be stopping me? What's getting in the way here? What might I feel silly to say out loud?

Week 6 - Creating Your Future



Week 6 – Day 36

THANKFULNESS

Learning to honor each day with a humble spirit can be a challenge. We must learn to value the small or we will never appreciate the great. We need to honor time with a friend, a walk in our neighborhood, the taste of a good meal and the right to pray and vote.

If we are lucky enough to be part of the lives of others, then our life is plentiful. To enjoy the healthy walks outside, the sounds of nature and the hugs of friends is to have true peace. Sometimes, it seems like we will never be content as we seek but can never find that elusive “something” that will make us happy. We forget that the small graces in life are enough if we would only stop long enough to enjoy them.



Daily Gratitude Diary Template

Today is DAY - MONTH - YEAR

How was my day? The score for my day as I start this journal is _____

(This is your INITIAL gut-feel score from +5 to -5 that represents how your day went - at first glance)

My Progresses & Successes Today

3 things you have had successes or made progress with.
ESSENTIAL: Lower your expectations until you find 3 things!

1.

2.

3.

Pat Yourself on the Back

What did you do today that required courage?
What positive choice did you make?

What you have Learned - What did you learn about yourself today, what inspired you?

Goals or Intentions - What actions, thoughts or steps did you take today that move you towards your goals or intentions?

What, if anything, triggered me today?

Where do I need to be kinder to myself? Where could you have been kinder to yourself – and therefore happier & more productive?

Looking after You! What did I do today just for me?

Gratitude & Appreciation

3 things you are grateful for (or appreciated) today. ESSENTIAL: Lower your expectations until you find 3 things to genuinely appreciate!

1.

2.

3.

a. How was my day? The score for my day as I complete this journal is _____

b. What is the difference in your scores from start to finish (if any)? _____

(This is your gut-feel score from +5 to -5 that represents how your day went.)

What else do I want to make note of here? Anything else you may want to record, things you noticed as you reflected, things you may want to do differently tomorrow etc.



Your Life Story

Ok – Now it gets a little bit harder. I want you to take your journal out and write your life story. This is a very powerful exercise of learning who you are as a person and where you came from.

Writing the details of your life will help you understand that the choices you've made have brought you to this point in your life.

Don't let this idea overwhelm you because you can just do it in bullet-list form if you want. Start by breaking down the events that most affected you and then go back and fill in between these events.

Ask yourself these questions:

- What were my most vibrant memories – good and bad?
- When did I feel the most loved, angry, betrayed, etc?
- When did my choices change the path of my life?
- Are there certain people that affected my life and how?

Take your time doing this in as much detail as possible because the actual process will deepen the connection you have with yourself. You will start to have compassion for all that you have been through and you will appreciate your inner strength.

The events and details are different for each of us but we all have the underlying need for more self-care. When you are finished, step back and ask yourself - What did I discover while writing the story of my life?

You have written your life story up to this point in time. Now, you need to take a closer look at how you are living your life at this present moment.

Life is made up of many parts and no one part is more or less important than another. The key to a balanced life is giving your attention to every part (emotionally, physically, spiritually, relationships, work time, leisure time) because they are all parts of the whole.

You need to naturally spend your time and energy on all parts so you will be less vulnerable when changes occur in one area or another.

Take an honest assessment of your present life and see where you are out of balance. Awareness has to come first before you can see your way to making any changes that are needed.

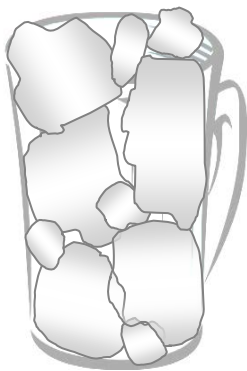
Now, let's look at your life. Take out your journal and ask yourself these questions:

- Where might my life need more attention?
- What do I spend my time doing?
- Why am I neglecting parts of my life or putting them on hold?
- Do I wish that I could dedicate more time to my health or to having more fun?
- Am I spending enough time with family and friends?
- What would I like to learn or do that I could start doing this month?

Don't be surprised if you feel a sense of loss when you stop to look at how you have been living your life, assuming it's not the way you want it to be. Some things we just can't change but those things that we can change we should have the courage to do so.

Write about how you feel and notice the areas that you want to change. Feel the conflict between your comfort zone and fear of change. Write about this awareness in your journal.

Big Rocks and Little Rocks



THE STORY: A teacher is addressing his class. He fills a jug with big rocks and asks the class if it's full. The class responds with a "Yes". So, he adds pebbles to the jug. He asks again if the jug is full, and again the class responds, "Yes". He says "No" and now adds sand to the jug.

The sand and the pebbles represent the small daily tasks we fill our lives with. If we don't fit our big rocks in first, our lives will fill with only sand and pebbles. BUT if we start with our big rocks, we create room for what's important in life - and the sand and pebbles can only fill the spaces *in between*.

INSTRUCTIONS: This exercise helps you align how you spend your time with your "real" priorities, your "Big Rocks". Start by answering the questions below, then TURN OVER to fill in your big rocks and then complete the final page to see what changes you'll make from what you have learned.

Part 1: Current Time and Priorities Review

1. Where or on what do I **currently spend most of my time?** (Make a list of whatever comes to mind)

- i. _____
- ii. _____
- iii. _____
- iv. _____
- v. _____

2. Take a few moments to really think about what's **TRULY** important to me in my life.

What are my Top 3 Priorities in life? (Make a list of whatever pops into your mind)

- i. _____
- ii. _____
- iii. _____

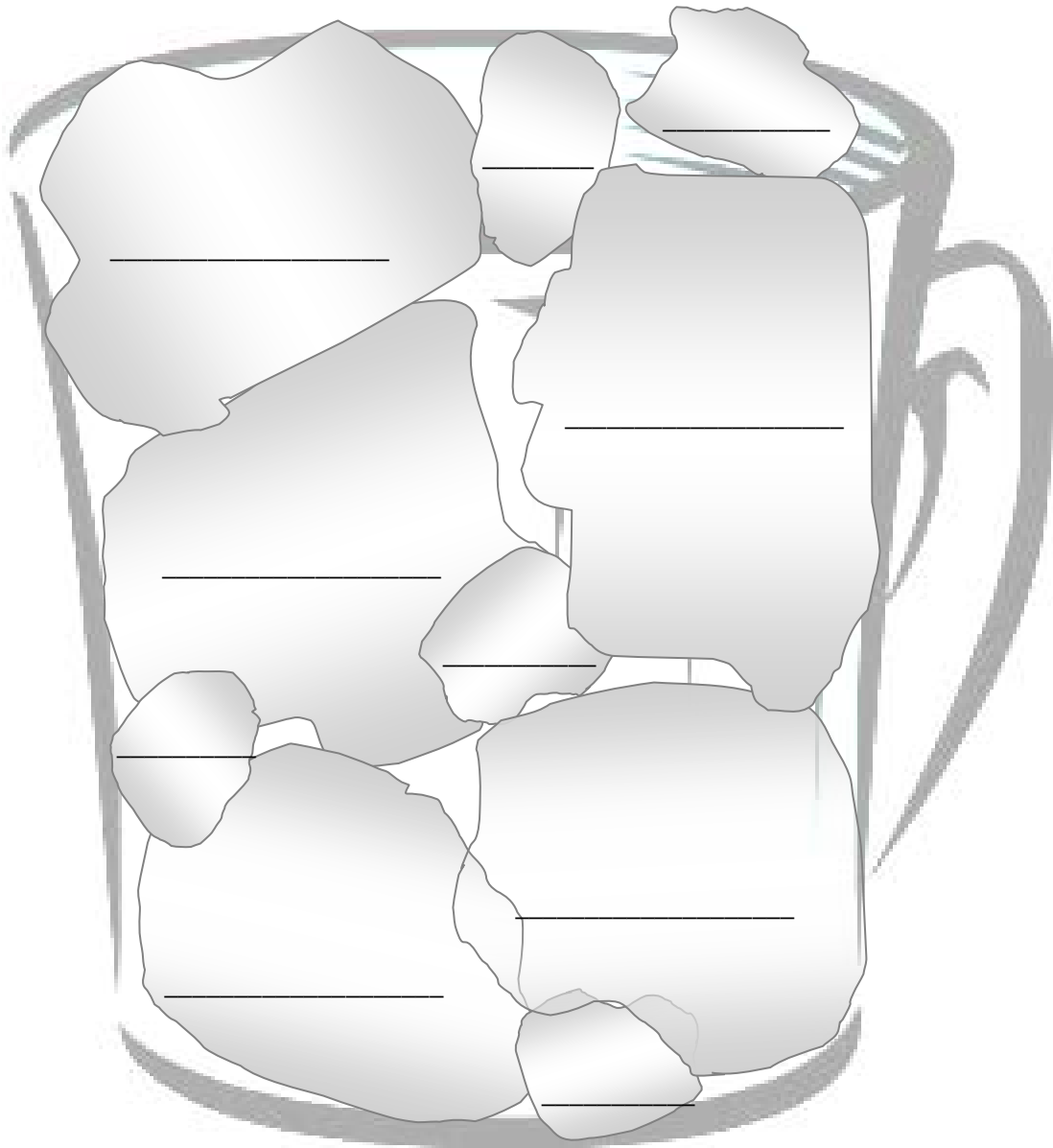
3. What **one thing** is **MOST IMPORTANT** to me right now? **Why?**

Part 2: Identify & Prioritise Your Rocks!

INSTRUCTIONS

- i. Using the story we started with as your guide, write your KEY priorities/activities on the biggest rocks below. NOTE: Think carefully. What are your real "Big Rocks" in life right now? What's most important to you in life?
- ii. Now fill in the smaller rocks - your pebbles - with your next (lower) level priorities/activities.
- iii. Then, in the tiny gaps between the rocks, write your lowest priorities/activities.
- iv. Finally, add a priority to your "Big Rocks" from 1 to 5.

Try using this tool regularly to visually prioritise your week/month and ensure you schedule your "Big Rocks" first!



Part 3: Review your Learnings & Take Action

1. How does where I'm currently spend my time compare to my "Big Rocks" - my REAL priorities?

2. What does this tell me?

What Needs to Change?

3. What could I do differently?

4. What is the **EASIEST** change/s I could make to prioritise my time better?

What will I Commit to?

What WILL I change or do differently? Take a look and identify 3 actions I will take to focus on my BIG ROCKS in life:

1st Action _____

By when _____

2nd Action _____

By when _____

3rd Action _____

By when _____

Now copy these out on *post-it notes* and stick them *any place where you will see them often*.

I am committed to achieving these 3 actions:

Signed _____

Date _____



Are You Appreciated?

Once you're in tune with yourself, the next step is to generate energy from within and not let external circumstances dictate who you are.

Wouldn't it just be great if other people would notice our talents and shower us with recognition? Yes it would, but that's not reality and so we need to learn how to appreciate ourselves. The only problem is that it's tough to find that balance between tooting our own horn and just plain showing off.

Our first goal is to not belittle or discount what we have accomplished. If we do that than others may take our words at face value or find our self-deprecation remarks annoying.

Instead present yourself in the best possible light. If you don't appreciate all that you do, who will? Be prepared to state your strengths and if someone does ask about your weaknesses, share your smallest one.

At first you might not feel authentic or like the "real you", but showing the most flattering view of yourself is every bit as real as showing your flaws and we don't seem to have a problem doing that.

It's easier to sell ourselves when it's for something we believe. Good practice starts by tooting someone else's accomplishments. When someone is promoting themselves, think "hurrah" for them. Always be able to back up your claims with positive data.

Not everyone will support you, no matter what steps you take.

Accessing Intuition, Inner Wisdom and Inspiration

1. Imagine you're 90 years old, happy, healthy & sitting in your rocking chair. What advice would you give yourself right now?

2. If I could travel back in time and meet myself as a teenager, what three things would I tell myself?

3. If I were to totally and completely trust my intuition, what would I tell myself?

4. What would I do now if I decided NOT to trust my intuition?

5. What would be the best question you could ask me now?

6. If I secretly knew the way forward from here, what would it be?

7. If I were coaching myself, what would I ask myself now?



Support and Commitment

Who will help & support me?

Who is my CHEERLEADING TEAM?

Example: Your personal trainer, coach, a friend, gym-partner, family, a work colleague.

Get specific as to how they can support you.

1. Who _____

HOW Specifically? _____

2. Who _____

HOW Specifically? _____

3. Who _____

HOW Specifically? _____

THOUGHT

*"Even if you're on the right track, you'll get run over if you just sit there." **James Allen***

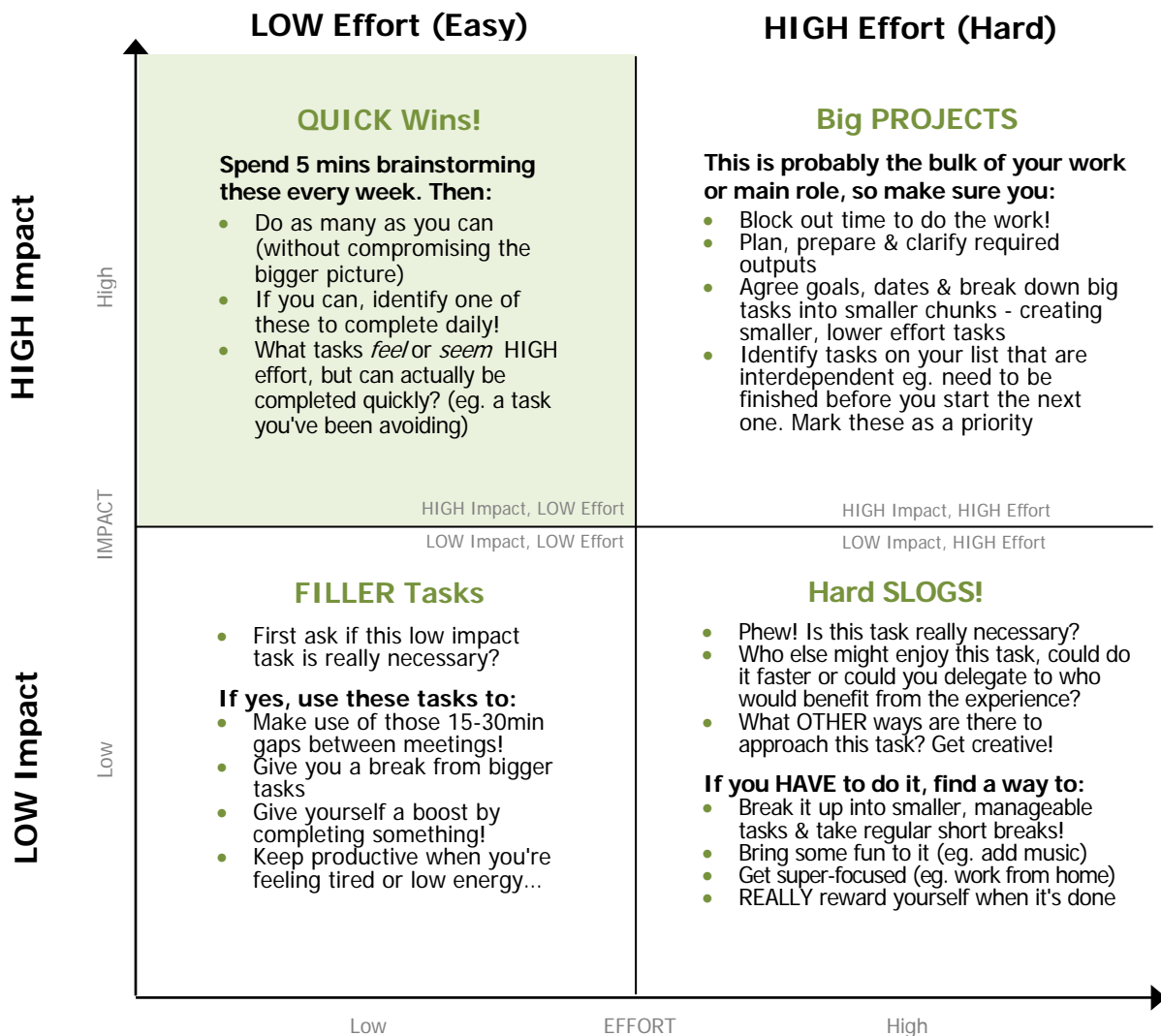


Action/Priority

Productivity Exercise

BACKGROUND: Would you like to be more productive with the time you have? Achieve more with less effort? Delegate time-consuming tasks? Well, you can! Achieve more by identifying tasks in the shaded quadrant, **QUICK Wins: LOW Effort, HIGH Impact tasks** - and letting go of **Hard Slogs: HIGH Effort, LOW Impact tasks**.

But first you must identify them! Read below and then use the empty template over the page to divide up your own task-list and get boosting your productivity!



INSTRUCTIONS: Many of us spend most of our time on big project tasks. But what could you focus on and let go of that would maximize your productivity? Use the empty template below to review your task-list and see what you learn:

1. Write down what % of time you spend in each quadrant. Where do you spend most of your time? Review your tasks for the week and then assign them to the quadrants below.
2. Highlight any deadlines you absolutely **MUST** get done this week. Which quadrant they are in?



BE MORE PRODUCTIVE: How would you like to spend your time differently?

What actions could you implement in the next week to improve your productivity? How can you maximise your "Quick Wins" while also completing your "Big Projects"? What gaps do you have where you could complete necessary "Filler Tasks"? What "Hard Slogs" could you delegate or drop altogether?

The Quick Wins I will focus on:

The Hard Slogs I will delegate or drop *Why not put your completed chart somewhere obvious.*



Annual Goal Setting

Goal Setting Worksheet

BACKGROUND

- We live busy lives and for many of us, finding time to ponder and reflect on what we want from life seems a waste of our precious time - or simply a distraction from the other 101 things we have on our lists.
- But if you're not clear on what you want it's impossible to have direction - we end up going wherever life takes us. We could end up anywhere or everywhere.
- Not knowing what we want also makes it hard to say "No" to others. How can we prioritise ourselves when we have nothing to work towards for ourselves? We have no REASON to say no.
- Having goals also gives us purpose in life. When we KNOW what we want, we can get focused and ask ourselves, "Does this move me towards my goals - or away from?"
- "If you don't know what you want, you'll end up with what you get!" So, let's get started.

INSTRUCTIONS

- 1) Create a space in your busy schedule.
- 2) Find a quiet spot where you won't be interrupted by your normal life.
- 3) Answer the questions below!

Part 1 - Brainstorming Ideas



The purpose of this exercise is to brainstorm goal ideas. Try to identify 5 ideas that could be turned into goals.

- i. So, with each of the 2 lists below, aim for **as many items as you CAN** from big to small - Anything and Everything you can think of.
- ii. Then CIRCLE 5 of your ideas as possible goals - the first 5 things that grab you, get you inspired or excited.

1. List below all the **things** you want to **BE, DO and HAVE** in the next 1-5 years:
2. List below everything you **DON'T WANT** to **BE, DO and HAVE** in the next 1-5 years:



Part 2 - Refining your Ideas

Working towards unexciting goals is a hard slog. Check your 5 potential goals and make sure they're exciting for you before you go any further.

Write the Top 5 items you MAY like to work with: Pick 5 things you might like to work on for the coming year. You can use the 5 ideas from Part 1 or anything else you can think of that you may want to work on in the year ahead.	What would achieving this goal do for YOU? How will you FEEL, How will your life be different?	How EXCITING is this goal? Score it out of 10 below
1.		_____ / 10
2.		_____ / 10
3.		_____ / 10
4.		_____ / 10
5.		_____ / 10



Part 3 - Set Your Goals!

Now it's time to pick 3 goals to actually work with. The best goals are:

- a) **Aligned with your values.** The more a goal aligns with your inner or core values – the EASIER it will be to achieve. (NB. You can achieve goals that don't align with your values but it's usually harder and less satisfying.) Trust your gut instinct here.
- b) **Stated in the positive.** Focus on what you WANT ie. "I want healthy fingernails" rather than "I want to stop biting my nails." This gives you a clear visual to work towards rather than a constant reminder of what you don't want.
- c) **SPECIFIC!** The more specific you are, the easier it is to keep steering in the right direction - and the easier it is to achieve!

Write below the 3 Goals you WILL actually work with: Review what you've done so far and choose 3 goals for yourself. What would you be disappointed if you DIDN'T achieve?	Why bother? What outcome are you looking for? WHY do you want this goal? What are the BENEFITS to you?	WHEN will you achieve it by? A date to aim for & inspire you, not beat yourself up with	HOW will you know you've achieved your goal? What and how can you prove it has been completed?
1. _____ _____	• • •	Month Year ____ / 2 ____	
2. _____ _____	• • •	Month Year ____ / 2 ____	
3. _____ _____	• • •	Month Year ____ / 2 ____	

Excellent! Now let's take a look at how you can help yourself achieve these and how you might get in your own way.



Part 4 - Preparing for Success

Success Accelerators:

What can I start doing, stop doing, do more or less of that will help me achieve my goals?

Smash those Obstacles:

What could get in the way? If you were going to sabotage yourself how would you do it?

What is the best advice:

I could give myself to make sure I achieve these goals?



Part 5 - Taking Action

So, what ONE thing will you do for EACH goal in the next month?

Write out ONE action you will complete towards EACH goal in the NEXT MONTH. This is the FIRST STEP. Break the action down into a smaller step or action until you can commit 100%. If you want to do more than one action, great, but there must be a minimum of ONE.

GOAL 1 Action _____

by _____

GOAL 2 Action _____

by _____

GOAL 3 Action _____

by _____

And finally, what ONE action will I start tomorrow?



Part 6 - Take Off!

Want to commit one stage further to your goals? Here is a summary sheet for you:



Annual Goal-Setting SUMMARY SHEET	
YOUR Name _____	My CHEERLEADERS are: <i>See part 6</i> 1. _____ 2. _____ 3. _____
My Goals are: <i>See part 3 of this worksheet</i> 1. I _____ by _____ 2. I _____ by _____ 3. I _____ by _____	
The BENEFITS to me of my GOALS are: <i>See part 3 of this worksheet (under why bother?)</i> 1. _____ 2. _____ 3. _____	My KEY Action Steps are: <i>See part 5 of this worksheet</i> 1. _____ _____ by _____ 2. _____ _____ by _____ 3. _____ _____ by _____
My Success Accelerators: <i>See part 4 of this worksheet</i> 1. _____ 2. _____ 3. _____	Signed: _____ Date: _____



Week 6 – Day 41



Highlights

We are getting close to the end so I'm going to just highlight a couple of important points. There are many different ways to use your journal. Write your past, present and future vision. Write about your thoughts, dreams, feelings and relationships to others. Another way is to write letters addressed to yourself in your journal – say whatever comes to mind and write without holding back.

Ask your inner-self all the questions you want answers to. Take time to let your mind and spirit reflect on your question. And then write the answers that your inner-self has given you. There is no right or wrong here – it's just you and your journal.

Another way of connecting with your feelings is to write down your dreams as soon as you wake up. It's amazing what answers or thoughts will come to you as you sleep. Keep a paper and pen beside your bed because if you don't write it down at once you will forget it. Your dreams may provide you with important insights into what is going on in your life.

You need to listen to your inner voice and take action. Call the person that you just thought of, follow up on a piece of information you received and always stay open to what you're feeling. You're now on a path to extreme self-care and beginning to take good care of yourself. One main reminder – start being selfish and listen to your inner-self. My focus is to help you put your self-care above anything else – to say no when necessary, to choose to spend your time and energy on things that bring you joy and to make decisions on what you want instead of what others expect from you.

Anxious thoughts are future oriented and often predict catastrophe. They often begin with “What if....” and end with a disastrous outcome.

The “what if....” thoughts demonstrate the “something terrible is going to happen” theme that is characteristic of feeling anxious about the unknown. Most times it is a fear that is not based on any true facts.

At this point in your life, it is important to evaluate whether or not you are over responding to a danger or threat. Consider that your resources and abilities as an adult will open new and creative ways to respond to threat and anxiety.

What do you think it **means** when something hasn't gone well?

Challenge your thinking by asking questions like:

- 'What do I know?'
- 'What makes me believe that?'
- 'Is that true?'
- 'What evidence do I have to know that it's true?'

Consider other ways of thinking by using the following phrase, "Just because 'X' happened doesn't mean 'Y' will happen." For example:

Just because... I didn't get a new client today doesn't mean I never will.

Just because... I made a mistake today doesn't mean it will go that way next time.

Just because... Today didn't go so well doesn't mean tomorrow will be the same.

Don't take yourself so seriously that you cannot laugh at yourself or situation. Happiness is the one asset that increases when it is given away – the more you give, the more you get. In fact, neither happiness nor financial security is of any great value unless it is shared.

People who do not develop and practice good thinking often find themselves at the mercy of their circumstances. “As a Man Thinketh” by James Allen - he writes “All that a man achieves or fails to achieve is the direct result of his thoughts.”

I've already mentioned how important it is to develop a strategy for resolving conflict, but it's such an important point that I want to remind you of it again.

Every family has conflict, but not all families resolve it positively. A family's response to problems will either promote bonding or be obstructive. Do it quickly and effectively, and you bring healing. Neglect conflicts and family quarrels may become bitter.

Use whatever kind of problem solving strategy works for you. Just be sure that it fosters and promotes three things: better understanding, positive change and growing relationships.

I don't know where you stand with your family now; every one's situation is unique. You may have a great family life, or you may have made some mistakes from which you fear you will never recover. But, I can tell you this: No matter what your family situation, you can benefit from the stability that comes from communicating with your family.

If you desire to change your life, then start with your mind. Believe you have control, you can improve and you can be the person you want to be.

There are things in life you don't choose, such as parents, place of birth or your race. But your attitude is something you do choose.

While it's true that you choose your attitude, you also need to keep in mind that the choices you make influence other people around you. When you spend time with others, do they walk away feeling better or worse? Do you make them feel good about themselves or do they go away feeling down?

Pessimists usually get what they expect, so do optimists. Look for the positive in every situation, because being positive with people prompts them to be positive with you.

When we interact with others, our attitudes often set the tone for how we treat one another. Smile at people when you meet them and they often smile back.

If you want to enjoy mostly pleasant interactions with people, then treat others well. Simple and uncomplicated, but it works more often than not.



“Gratitude unlocks the fullness of life. It turns what we have into enough, and more. It turns denial into acceptance, chaos to order and confusion to clarity. It can turn a meal into a feast, a house into a home, a stranger into a friend. Gratitude makes sense of our past, brings peace for today, and creates a vision for tomorrow.” By Melody Beattie

Action Steps:

Remove negative words from your vocabulary. Be on the lookout for negative words that creep into your speech. Be aware of your talk and here is a list to get you started:

Eliminate These Words

I can't ...

If only ...

I don't think ...

Maybe ...

I'm afraid ...

I don't believe ...

Replace with These Words

I can ...

I will ...

I know ...

Absolutely ...

I'm confident ...

I'm sure ...

If you continually look for and embrace the positive, you will help yourself to think positively every day. Like any new habit, it will not happen on its own. You need to make the necessary adjustments every day.

What happens **to you** is largely outside your control, but what happens **in you** is totally within your control. Your response is what matters. Make a commitment to yourself that you will take entire responsibility for your current attitude and that you will **choose to be positive** – no matter what.



Checklist – How Are You Doing?

Answer these questions honestly and consider how far you have come in your journey from Day 1 to Day 42 of this course:

- I have given myself permission to live a full life.
- I am expressing my feelings and not burying them inside me.
- I have more physical and emotional energy than I did at the start.
- I am not as depressed and I can concentrate.
- I no longer feel like crying most of the time.
- I can control my anger.
- I can sleep all night without taking any sleep aids.
- My appetite is back to normal and my weight has stabilized.
- I no longer go mindlessly through my day.
- I have outgrown the feeling that I am losing my mind.
- I am beginning to be more sociable.
- I feel emotionally alive rather than emotionally dead.
- I understand the goal process and the power of action steps.
- I'm comfortable talking about my feelings.
- I have written in my journal every day.

Please have patience as you work through this course. I hope that you were able to check off some items on the above list. Remember it is a journey and it does take time.

Wrapping Up the 6 week course – Create Your Future

What have I **learned** that I will carry forwards in life? _____

What do I feel the **most beneficial part** of the course was? _____

Thinking broadly, what have I **achieved** and how is **my life different** as a result of what I learned this past 6 weeks?

What limiting beliefs have I **let go** of - example. about yourself, life, others?

What are my **top 3 goals** and dreams in life now that I have finished this course?

- _____
- _____
- _____

What are my **top 5 priorities in life** as I now understand them?

- _____
- _____
- _____
- _____
- _____

What are the **best things about my life**? _____

What else would I like to note down that would be useful to me going forwards?

I hope this course has helped you grow!

Here are some things to do if you liked this course and want to stay connected:

- Visit my Business Facebook Page: [Sisterhood of Widows Facebook Page](#)
- Check out my Blog: [Mary's Blog Postings](#)
- Connect with me on Linked In!: [Linkedin - Mary Francis](#)
- Downloadable Bundle Deal for Widows [View Bundle Deal](#)
- Check out my YouTube Channel: [YouTube Channel for Sisterhood of Widows](#)
- More resources at: www.thesisterhoodofwidows.com

Thank-you!

Mary Francis