MY IDEAL LIFE

WORKBOOK



Resilient Hearts Press

Chapter 1 Lessons: You Are Worthy

We all have two choices: We can make a living or we can design a life. — Jim Rohn

Summary

Happiness is found in the belief that you are making a difference in the world for others, including your loved ones. You can start where you are today to create the life you want to live. If you are working at a job that does not bring you joy, look for ways to bring your life into alignment. Take small steps every day to get there.



Personal Reflection Exercise

Please take this book into your bedroom or bathroom—wherever you have a mirror you can look into—and close the door. Don't worry about what your spouse, or kids, or others, think at this point.

Now, please look into your mirror at the face of the awesome human being looking back at you, and repeat these words…

"I am worthy of living a happy and successful life."

That is good, but I want you to do it one more time. Please do it again, but this time, please say it like you mean it. Say it with conviction.

"**I deserve to live a happy and successful life!**

Chapter 2 Lessons: Redefining Success

Riches cannot always be measured in money! — Napoleon Hill

Summary

Happiness is a state of well-being, pleasure, contentment, or joy. Happiness is a feeling. Happiness is internal. You have to find it within yourself. You have to decide what happiness means to you. Happiness is found in our relationships with other people. It is found in the moments we create. It is built upon a life of purposeful living.



Most of us assume that attaining the goals that make us *successful* will also make us happy. This may be true in cases where an individual is lucky enough to also have a well-rounded life and supportive family, but it is also true that the act of achieving success will not, in and of itself, make you happy.

Personal Reflection Exercises

Exercise #1

Grab a piece of paper, and draw a picture of a tombstone. On it, write your birth date and death date.

Let's imagine you will live to be 100 years of age or more. Of course, none of us are even guaranteed tomorrow.

Now, write your epitaph.



What will your tombstone say? Please list a few things you want to be remembered by.

1._____

2._____

3._____

4._____

5._____

6._____

Exercise #2

Write down your age in years, and multiply by 52 to get your current age in weeks.

Now, subtract that number from 4108 weeks, which is the number of weeks in the average life expectancy of 79 years.

My age _____ (in years) x 52 weeks = _____ weeks.

4108 weeks - _____ = _____ weeks.

This is the average number of weeks you have left!

How will you spend them?

_____

_____

_____

_____

Chapter 3 Lessons: Overcoming Barriers

Man is the center of an unending circumference. — Gandhi

Summary

It is human nature to try to move back to the center of our comfort zone where it is comfortable. As we move farther away from the center, we become more uncomfortable. We are always striving to get back to the center. Real change occurs just outside of your comfort zone.

Personal Reflection Exercises

Now is the time to confront your own fears. Answer these questions honestly. The first step to conquering a fear is to name it.

What are the limiting beliefs and fears holding me back?

Exercise #1 – My Limiting Beliefs

List your number one answer for each limiting belief.

My number one FEAR is: _____

My number one Uncertainty is:_____

My number one Doubt is:_____

My number one Suspicion is:_____

Now, answer the following questions in relationship to your limiting beliefs.

1. Have I ever tested these fears or limiting beliefs for accuracy?

   _____

   _____

2. What is the absolutely worst thing that could happen if these fears materialize?

   _____

   _____

3. What if I am wrong?

   _____

   _____

Exercise #2 - Personal Risk Tolerance

Answer these questions to get a feel for your personal level of risk tolerance.

1. When I hear the word risk, what comes to mind?

   _____

   _____

   _____

2. Does risk seem dangerous or exciting?

   _____

   _____

   _____

3. Am I willing to stretch my boundaries to learn new things, or try something new?

   _____

   _____

   _____

4. Am I happier sticking to what I already know, and trying to find a new opportunity in the same industry?

_____

_____

_____

Exercise #3 – Clutter

1. What are the non-essential clutter and low-value distractions in my professional or personal life?

_____

_____

_____

2. For each of the items I listed, what commitments can I make to avoid, delegate, delay, downsize, or delete it?

_____

_____

_____

Exercise #4 - Border Bullies

1. Who and what are the border bullies that I need to be aware of so I can keep them in their place?

_____

_____

_____

2. What is my strategy for dealing with border bullies?

_____

_____

_____

Chapter 4 Lessons: Starting Over

Vision without execution is hallucination. — Thomas A. Edison

Summary

Discover that one thing that you could do—if you choose to—that would give you joy, help you make a difference in the world, and help you create your ideal life. Every journey begins with a starting point. You must know where you are coming from to plot a course toward your destination.

Personal Reflection Exercises

Exercise #1 – My Values

To get down to the core emotional state you desire, ask yourself, "What deep emotional belief does this satisfy?" The answer is likely to be a core value.

Your ideal life should align with your values. If your core value is freedom, does your job or career provide you with the flexibility you desire? You may find that your values shift with age.

Take a look at the following list of core values. Start by making a list of your top core values.

Examples of values include:

Abundance	Decisiveness	Harmony	Order	Self-Development
Achievement	Drive	Health	Peace of Mind	Service
Accomplishment	Elegance	Honor	Perfection	Spirituality
Accountability	Empathy	Humor	Pleasure	Teamwork
Adventure	Excellence	Independence	Prestige	Trust
Affection	Family	Influence	Power	Valor
Approval	Financial Security	Integrity	Punctuality	Vision
Assertiveness	Flexibility	Justice	Relationships	Wealth
Challenge	Freedom	Learning	Recognition	Wisdom
Competition	Fun	Love	Security	
Courtesy	Happiness	Loyalty	Self-Acceptance	

Please list your top 5 core values in order of importance:

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

Exercise #2 – My Gifts and Talents

Reflect on the following questions and answer to the best of your ability. You may also share these questions with someone who knows you well, and ask them to honestly assess you. You may be surprised when you learn what they see about you that you cannot see for yourself.

Answers to these questions will help you discover work in which you can be genuinely *you*.

1. What are my top strengths and talents?

   _____

   _____

   _____

   _____

2. What are my unique qualities?

   _____

   _____

   _____

3. Why do current employees, staff, clients, and customers continue to interact with me?

   _____

   _____

   _____

4. Why do people enjoy working with me?

   _____

   _____

   _____

5. What attributes do I exhibit that make me likable?

   _____

   _____

   _____

6. What would associates say are my natural gifts or talents?

_____

_____

_____

7. Why do new clients/customers choose to do business with me?

_____

_____

_____

8. What do I do for fun?

_____

_____

_____

9. What are my hobbies?

_____

_____

_____

10. What sports do I participate in?

_____

_____

_____

11. What gives me the greatest results with the least amount of time and effort?

_____

_____

_____

12. What activities do I do effortlessly that energize me and produce extraordinary results?

    _____

    _____

    _____

13. What would I do for free, but would love it if someone would pay me to do it?

    _____

    _____

    _____

Exercise #3 – My Habits

It's time to evaluate some of your habits. Which habits help you move closer to your goals and which habits take you further from your goals?

Here are some examples of habits you might have.

What are some of your habits?

- Overeating
- Procrastination
- Exercise
- Making follow-up calls
- Finishing what you start
- Prayer
- Planning and goal setting
- Smoking
- Drinking in excess
- Expressing gratitude
- Calling your mom every Sunday

List your top 7 positive habits you would like to keep.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

What are the benefits of these good habits?

_____

_____

_____

List your top 7 negative habits you would like to change.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

What are the consequences of these negative habits?

_____

_____

_____

Exercise #4 – My Behavior Preference

Identify your primary behavior style from Table 1 and then answer the following questions.

Table 1: DISC Behavior Preferences

D – Dominant (Director) • Wants results • Direct and to the point • Type-A Personality • Is impatient • Low tolerance for other's feelings • Needs someone else to handle the details • Sees conflict as problem-solving, not fighting or arguing • Acts decisively • Motivation is to be in charge • Fears loss of control To make D's happy, get to the point and add value	I – Influence (Socializer) • Wants recognition • Is the life of the party • Is a great connector • Does not enjoy conflict • Dislikes structure • Persuasive • Feels details are not that important • Acts spontaneously • Motivation is to be admired • Fears rejection To make I's happy, keep the process fun.
S – Steady (Relater) • Wants appreciation • Dislikes conflict • Is very indirect • Actively listens to others • Is very patient • Sees good in everyone • Acts thoughtful of others • Motivation—wants to be liked • Fears confrontation To make S's happy, befriend them.	C - Conscientious (Thinker) • Wants facts • Is analytical • Good problem solver • Feels that details are everything • Is indirect, but will embrace conflict to prove they are right • May struggle with analysis paralysis • Acts cautiously • Motivation is being right • Fears change To make C's happy, tell them they are right.

Table 2: Strengths, weaknesses, and needs of each behavior style

	Strengths	Weaknesses	Needs
D	• Problem solving • Decision making • Goal-oriented	• Finds fault • Brash • Overruns people • Demanding • Insensitive	• Results • Control • Authority • Challenge
I	• Communicating • Participating • Good-finding • Enthusiastic	• Time control • Talkative • Lack of objectivity • Emotional • Superficial	• Recognition • Freedom • Communication • People
S	• Loyalty • Listening • Patience • Pleasant	• Passive • Contented • Indecisive • Inflexible • Avoids conflict and risk	• Appreciation • Stability/security • Time • Relationships
C	• Analyzing • Accuracy • Conscientious • High standards	• Perfectionist • Demanding, critical • Systematic • Procrastinates • Nonexpressive	• Accuracy • Time • Facts • Credibility

1. What is your primary behavior style?

_____

2. What are the strengths of your behavioral style?

_____

_____

_____

3. What value can your behavioral style contribute to relationships?

_____

_____

_____

4. How can awareness of your dominant fear change the way you interact with others?

_____

_____

_____

5. What possible limitation of your behavioral style should you be aware of?

_____

_____

_____

6. Given what you know about your primary style, what types of careers might be a good fit?

_____

_____

_____

7. Given what you know about your primary style, what types of careers should you probably avoid?

_____

_____

_____

8. What insights have you learned about yourself from this exercise?

_____

_____

_____

Exercise #5 – My Motivation

A three-question test can help you understand your motivational DNA (Lowe, 2009).

1. *Do you tend to be more cooperative or competitive?* _____

   Competitive people tend to have a drive toward production. They are inclined to be more task-oriented. Cooperative people have a connection and tend to be more people-oriented or people-centric.

2. *Do you prefer constancy or change?* _____

   People who prefer constancy have a need for stability. They desire consistency, routine, and order. In contrast, people who prefer change have a need for variety. They are energized by change and stimulated by new experiences.

3. *Which would make you feel more valued at work? Do you crave sincere appreciation, and care less about a financial bonus, or desire to receive a financial bonus without appreciation?* _____

If your preference is appreciation, you have an internal award system characterized by a desire to make a meaningful contribution and a preference for private recognition of your contributions.

If your preference is the monetary bonus, you have an external award system characterized by a desire for advancement opportunity, and for public recognition of your achievements.

Exercise #6 – My Finances

	My current performance level:	My desired future performance level:
Sales/Revenue		
Annual Income		
Personal Debt		
Business Debt		
Savings		
Investments		
Business Value		
Work hours per week		
Credit score		

1. Do you feel fairly compensated for the work you do and for the hours you are working? If not, why not?

   _____

   _____

2. Do you manage your household finances with a budget? If not, why not?

   _____

   _____

3. What spending habits do you need to change?

   _____

   _____

Exercise #7 – My Profession

1. Why did I go into my current career, profession, or business?

   _____

   _____

2. What do I like about my profession?

   _____

   _____

3. What do I dislike about my profession?

   _____

   _____

4. If money and time were no object, would I still choose this career? If not, why not?

   _____

   _____

5. What is the one thing I would change about my profession if I could?

   _____

   _____

Exercise #8 – My Current Job

1. What is working great in my company, department, and area of responsibility?

   _____

   _____

2. What is broken in my company, department, and area of responsibility?

   _____

   _____

3. What do I like about my role/area of responsibility?

   _____

   _____

4. What do I dislike about my role/area of responsibility?

   _____

   _____

5. What is the one thing I would change about my job if I could?

   _____

   _____

Exercise #9 – My Messes

What are some unresolved issues or "messes" in my personal or professional life?

_____

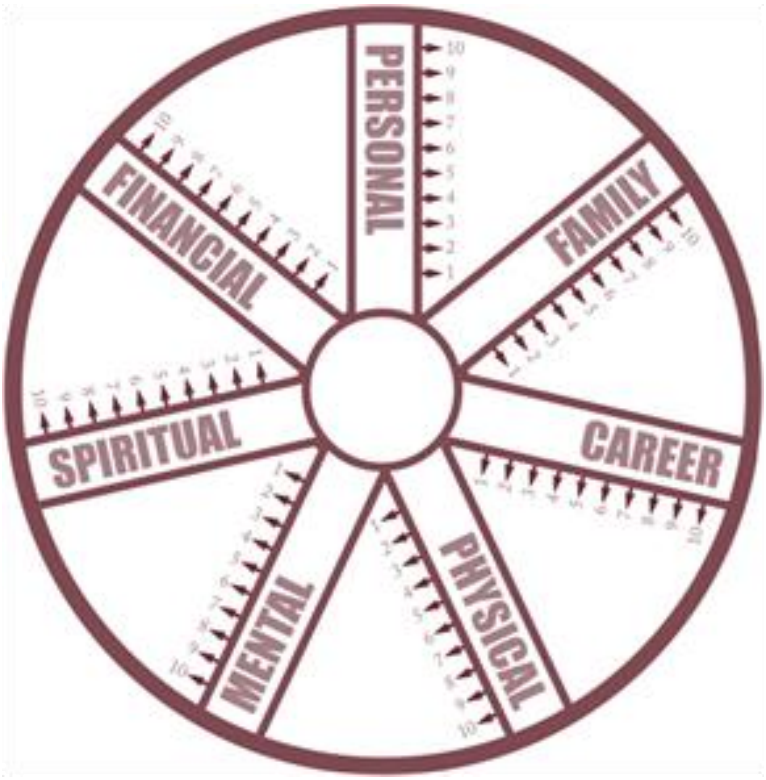
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Exercise #10 – My Life Balance

A visual way to assess your life balance is a tool created by Zig Ziglar, called the *Wheel of Life*. Each of the spokes on the wheel represents an area of your life. The spokes represent a ten-point scale. Toward the hub approaches zero, while toward the outside approaches ten. Rate yourself on each area of your life by placing an *x* on each *spoke* of your life. Once you have done that, connect the x's by drawing a connecting line. You should end up with a wheel (or perhaps a flat tire).

Figure 1: Zig Ziglar's Wheel of Life



Now, looking at your honest assessment of your life, is your life in balance?

1. What area(s) of my life is (are) out of balance?

   _____

   _____

   _____

2. Where am I falling short?

_____

_____

3. Whom have I helped?

_____

_____

4. Whom have I hurt?

_____

_____

Chapter 5 Lessons: Your Future

It is not in the stars to hold our destiny but in ourselves. — William Shakespeare

Summary

Since you alone are responsible for bridging the path from success to happiness, and the path begins in your mind—it is important to have a clearly defined image in your mind of what you really want to achieve.

Personal Reflection Exercise

How do you want to feel in your life?

Identify your vision for each of the 8 Pillars of Your Ideal Life. When you are deciding on your future, you must create a compelling picture of how you want your life to look.

Exercise #1 – Envisioning the 8 Pillars of My Life

Answer the following questions. Don't skip this step. It is very important. Close your eyes, and imagine the end result for each Pillar.

Paint a vivid picture in your mind before you write the answers. Your thoughts precede your actions. Your actions determine your future. Your future starts in your mind. It starts right here. If you can envision it—it will happen.

My vision for each of the 8 Pillars of my life is:

1. *Health* (Exercise, Nutrition, Energy, Diet, Mind, Sleep, Habits)

_____

_____

_____

_____

2. *Money* (Financial fitness, Good credit, Debt, Cash flow, Your credit score, Profits, Part-time income to financial fitness)

3. *Relationships* (Family, Friends, Boss, Coworkers, Employees, Community)

4. *Service* (Church, Charity, Work, Others, Family)

5. *Spirituality* (Faith, Belief)

6. *Gratitude* (Life of Appreciation)

7. *Time* (Working, Playing, Relationships, Self-Improvement)

8. *Career/Business* (Meaningful work, New Business, New Career, New Job)

Now, please answer these questions honestly.

- How do I define success?

_____

_____

_____

- How do I define happiness?

_____

_____

_____

- My top seven dreams in life are....

_____

_____

_____

_____

_____

_____

_____

- What careers would I consider if I had the opportunity?

_____

_____

_____

- What did I dream of doing as a child?

_____

_____

_____

- If money were no object, what would I do?

_____

_____

_____

- What do I love so much I would do it for free?

_____

_____

_____

Exercise #2 – Envision Your Most Compatible Work or Business Environment

Look at these concepts; circle your preferences, and jot your answers to help you narrow down the type of work or business you prefer.

These are meant to jog your thought process as you ponder your most compatible career or business.

Human Environment

- Are you out in front leading, or working in a supporting role?
- Are you interacting with other people, or working alone behind the scenes?
- Are you in daily contact with: customers, clients, fellow workers, employees, adults, or children?
- Are you working with: young people, the elderly, professionals, a particular profession, people in need, people seeking to make a purchase, people trying to solve a problem, people seeking to learn something, people from other cultures, people from a specific socioeconomic group?
- Are your fellow employees: professionals, technical, blue collar, creative, cooperative, highly motivated, young, etc.?
- Are you working in a team? What sort of a team?
- How much collaboration, versus independence, do you prefer?
- How much supervision do you prefer? How often? What style?
- Will you spend your leisure time with the people you work with?

Geographical and Physical Environment

- Are you living and working in an urban or rural environment? Or do you live in the suburbs and commute to the city every day?
- Are you working indoors or outdoors?
- Are you frequently traveling or limited to little or no travel?
- Are you sitting at a desk in a cubicle in an office building, or calling on clients outside the office, or something else?

Organizational Environment

- Are you working for someone else or self-employed?
- Are you working in a large corporation, small company, or just you and the cat?
- Do you desire opportunities for advancement and public recognition?
- Are you content with making a meaningful contribution with private appreciation?
- Are you comfortable in an organization with political maneuvering and seniority considerations?
- Do you prefer a start-up company with growth potential or an established company with limited growth and more security?

Nature of the Work

- Does your work have someone else defining the objectives and providing a structured methodology to perform it?
- Does your work have someone else providing the big picture objectives and leaving it up to you to define the methodology?
- Is the pace fast, moderate, or slow?
- Are you busy all day or have lots of time to relax?
- Are you making decisions all day, every day, or only occasionally?
- Does the work require a constant flow of spontaneous decisions, or allow for meticulous, carefully planned decision-making?
- Do you have a pretty good idea of what you will face when you get to work every day, or do you enjoy not knowing what each day will bring?
- Does your preferred work environment have a continual stream of new projects, assignments, and problems, or provide a steady routine that does not vary much?
- How much challenge do you want in your job? What does challenge mean to you?
- Do you prefer comfort or adventure?
- Is it important to have fun at work?

Priorities and Time Spent at Work

- How much of your time will be spent working? Include commuting, networking, work taken home, and non-work time spent thinking or worrying about work.
- Are you willing to respond to the call of emergencies and special situations that require you to give significant time and energy to your work?
- How important is it to you to have time for family, hobbies, volunteering, etc.

Security, Portability, and Retirement

- How much job security is important to you?
- Are you looking for a long-term nest, work family, a place to hang your hat for a few years, or a step toward some future goal?
- How long will you work? Do you plan to retire early, or work until you fall off the face of the earth?
- Is it important for your career to be portable, allowing you to easily find a job on short notice anywhere in the world?

What About the Other People In Your Life?

- What plans do the other people in your life have that may affect your career choices?
- Are you planning a marriage? A divorce?
- Whose career comes first? Yours or your spouse's?
- Are there children involved?
- What about your parents?

Rewards

- How would you like to be perceived by others in regard to your work?
- How much income and income potential? Now? In five years? Later on?
- What about other financial rewards? Stock plans? Partial ownership or partnership?
- Do you desire recognition or appreciation for your work by the organization, your supervisor, others, the world, etc.?

Power and Status

- How important are power and status to you?
- Do you desire public recognition or fame?
- Is it important that your work be recognized beyond your immediate circle?
- Do you crave respect and admiration from others?
- Do you desire status (at work, in your field, or in the community, or society as a whole)?

Benevolence and Social Responsibility

- Is it important for you to make an important contribution to society? If so, what specific areas do you care about most?
- On which specific group do you want to make an impact? What kind of an impact?

- Must your specific work make a direct contribution, or is it all right if you do not make a direct contribution, but work for an organization that does something you care about or believe in?

Exercise #3 – My Most Ideal Work Environment

Based on what you have learned from this exercise, describe in a short paragraph your most ideal career and work environment.

_____
_____
_____
_____
_____
_____
_____

Chapter 6 Lessons: Your Action Plan

Dreams remain dreams without goals. — Denzel Washington

Summary

To achieve success and happiness, you must get crystal clear on what you want and why. Our lives are about the choices we make. You will always have too many things to do, and too little time to do them. Achievement starts with establishing goals for important wants and desires. You must set priorities among competing demands. Concentrate your energy and focus on high-priority high-value activities—those that move you closer to your vision. With a clear focus on what you want, you can do less and achieve more. You will be tackling things that matter the most to you.

Personal Reflection Exercise

Think about your vision as you go through each of these areas of your personal and professional life. Write out your professional and personal goals.

Professional Goals

- Financial

  _____

  _____

  _____

- Staff development

  _____

  _____

  _____

- Leadership

_____

_____

_____

- Systems

_____

_____

_____

- Operational

_____

_____

_____

- Public relations

_____

_____

_____

- Employee management

_____

_____

_____

- Strategic plans

_____

_____

_____

- Technology

_____

_____

_____

- Freedom

_____

_____

_____

- Balance

_____

_____

_____

- Income

_____

_____

_____

- Priority management

_____

_____

_____

- Career

_____

_____

_____

- Other

_____

_____

_____

Personal Goals

- Financial

_____

_____

_____

- Health

_____

_____

_____

- Family/marriage

_____

_____

_____

- Mental/educational/skills/knowledge

_____

_____

_____

- Fun/play/social

_____

_____

_____

- Character

_____

_____

_____

- Toy/possession

  _____

  _____

  _____

- Spiritual

  _____

  _____

  _____

Exercise #1 – My Top Seven Goals for the Next 90 Days

Now that you have reviewed the list, go back through and pick out the top seven goals you want to focus on for the next 90 days. Add them as SMART Goals in the table below.

What is the goal?	Whose help do I need?	By When?
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Write your commitment down to complete these seven goals in the next 90 days.

(90 days from today is: _____).

Exercise #2 – Actions to Take Daily and Weekly

Now, print your goals out or copy them onto a piece of paper that you can put somewhere so you will look at them every day. Make them into a screen saver for your computer. Put them on your phone. Whatever you need to do to make sure you see them every day.

Now that you have your goals, you need to translate those into daily and weekly actions.

Each Day/Week I will:

_____

_____

_____

_____

_____

_____

Exercise #3 – My Top Ten Affirmations

Write out your top ten affirmations, and read them out loud each morning when you get up and each evening right before bed.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Chapter 7 Lessons: Your Destiny

Do or do not. There is no try. — Yoda

Summary

Part of accountability is to write down your goals. Writing them down and looking at them will help keep you focused and on track. Sharing your goals with someone else is also a powerful motivator to stay on track. Saying them out loud helps make them real. Telling someone else, and asking that person to help hold you accountable, can keep you focused.



Personal Reflection Exercise

Jot down here the one activity you will do within the next 24 hours to take action. Then do it like your life depends upon it—because it does.

One promise to myself:

_____

_____