

WEEK TWELVE

FEAR

HANDOUTS

AND

PERSONAL DEVELOPMENT
WORK

*"I know that God will not give me anything I can't handle.
I just wish that he did not trust me so much!"*

Mother Theresa



WEEK12

Recap Questions from previous week (s)

Set aside at least **30 minutes** to do the following exercise it will build on earlier exercises. This exercise may take between 30 – 90 minutes.

1. How did you get on with your weekly questions?
2. What insights did you have around procrastination and accountability?
3. Thinking about your no 1 goal, who have you been blaming for not being able to achieve it quicker?
4. What does blaming others/things do for you? Think secondary gain
5. As you take a look at yourself and your goal now, what have you been avoiding doing? Why is that?
6. How does this information make you feel?
7. What are you willing to do with this information?
8. How will you use it to change your behaviour?
9. How does it make you feel having made this commitment to yourself?
10. How will this new way of being impact on your relations with others?
11. What other areas of your life could you take more responsibility for right now?
12. What one thing will you start to be more accountable for, around this goal, as of today?



From an early age, most of us are expected and encouraged to do as we are told. Most parents reward our good behaviour and punish behaviour they deem to be bad. We may have other adults present who make demands of us at nursery, play group or at child care. We may be brought up with a religion which has teachings and rules and then of course there's school. At each and every stage we are being programmed and told what to do, how to conform to another set of rules which sometimes conflict depending on the groups or teachers.

Some of the adults we come across will be demanding and judgemental, others will be freer or relaxed but overall we are constantly being told what we must do by different people who each have a set of complex rules they want us to follow. And as young as we are we make decisions at each stage based on reward and pleasure (acceptance, love and wanting to please are significant for us) and fear and punishment (rejection, not good enough, unloved are common here). I mentioned this theory in session 6 – Tony Robbins and social psychology and move towards and move away from motivation.

The years pass, we grow up and, ironically, we are now expected to think for ourselves, we may have had mixed messages growing up, you should be ambitious, be satisfied with what you have, motivated, work hard, don't kill yourself - be happy just getting by, accepting, aim for the top, content, adventurous, responsible, a risk taker, careful; do you get the idea?

And it has become much more challenging in the late 20th and early 21st century than perhaps it was for our parents and grandparents when their carers, schools and churches were more likely to be 'preaching' and backing up the same value systems and messages - often fear based ones – but never the less the same. Since the 60's, there are more influences outside of the home and a greater expectation to achieve more around education and work which can sometimes leave individuals uncertain as to who they are and what they want.

Today we receive so many different messages shared by multiple influential adults which can leave us conflicted about which direction we should go in. And by the time we are expected to think for ourselves and make good choices it can often appear easier to stay just the way we are, even if that means feeling stuck or bored – after all that's got to be better than failing, getting things wrong, making mistakes or being laughed at. Hasn't it?

Only you can decide if the last statement is true or not. I can tell you that I've been there and so have 100's of my clients and students. Dissatisfied with their careers, jobs, relationships, financial state, home, personal life etc and yet too fearful to do something about it in case they fail. The thing to remember is that there is no failure, only feedback, only learning's, IF you are willing to change the way you look at your results. So here's your first exercise to support you in getting clearer about how you think, based on past experiences.



Exercise 1

Have you ever made up your mind that you would achieve something then went ahead and achieved it?

If yes, write down the answer now, (if no, move onto next question).

What drove you on to achieve it?

Have you ever wanted to do, be or have something but gave up?

What caused you to stop or give up? Write your answers now.

Use the following simple boxed tool to help you explore what motivates you and what scares you.

Using the box below, think of 3 times in your life when you stopped yourself from taking action on something you want to, you already have one done from above. List each of them in the **first** column.

GOAL I WANTED TO ACHIEVE BUT GAVE UP ON		
1		
2		
3		



In the **second** column state what stopped you, identify the obstacles. State exactly what it was that caused you to give up. Explore exhaustively, notice the excuses, identify the fears.

Select incidents where you don't feel good about not succeeding rather than goals you weren't bothered about.

	I GAVE UP BECAUSE..... Excuses/fears	
1		
2		
3		



Now in the 3rd column, write down what you could have done to achieve your goal. What actions **could** you have taken? Write down everything you can think of. (if you prefer lists or mind maps, go ahead and create them instead of using the box)

		I COULD HAVE DONE
1		
2		
3		

From this exploration you may, discover something new, realize how close you were to achieving a goal(s) or identify that it was one thing that prevented you from succeeding.

Take some time now and reflect on what you have noticed, learnt or discovered by doing this exercise. When you have done that move onto stage 2.

My reflections are:



Stage 2

As you look at the 3 goals you listed above, do you still want any of them?
If so are they on your goal list?

What have you learnt about yourself or these goals from this exploration?

What will you do differently with any new goals you are working on to break old habits?

Think about the 3 goals you are working on for this programme. How much do you want each of the goals? Reflect on them now.

I am working on _____ I want it /10

Goal no 1.....

Goal no 2.....

Goal no 3.....

Remember, you might choose to work on goals you want 10/10 or you may choose to work on goals that score less. Either is fine just ensure you can answer and evidence (T) for each of them to support you with your success.

- I know how to break each of the above down into manageable chunks
T/F
- I know what I can do to achieve each of these new goals
T/F
- Having looked at my old way of going for goals (Q1/Exercise 1)
I am aware of what motivates me when going for my goals
T/F
- I know what I need to do to develop and maintain my passion so I will
succeed with the above goals
T/F
- I know what my next step is each and every time for each goal
T/F

If you scored 'F' for any of the above statements, take time now either by yourself or with your coach to explore what is going on for you. If it is FEAR there is an exercise coming up to support you in handling your thoughts around that. It is important you do the above before moving on.



Stage 3

Fear is natural for all of us to experience. It is an innate protective condition programmed into us to help us survive, to keep us safe, say from falling, being hit by something or chased by something or someone; feeling fear is essential to maintain our life. The problem is that all too often we confuse imagined disasters or outcomes as being the same as real life threatening experiences. And when we do this it can prevent us from stepping out of our comfort zone and trying anything new. Consider the following fear research experiments carried out on small children. Infants as young as 2 weeks old were sat in a baby chair with a rack in front of them holding a large object. When the object moved towards them it caused them to tense up and their heartbeat to rise, they relaxed when the object moved away from them or when the object came towards them but was clearly moved to one side of them. (*Looming – Ball & Tronick 1971*)

In another experiment a young child, who was cognitively unable to make decisions about safety, was placed on a thick sheet of glass where they could see a short drop below them (it was an optical illusion of depth) (*Schwartz, Campos & Baisel, 1973*). Even though the child was perfectly safe should it choose to crawl across the gap it halted when it saw the drop below as it couldn't 'see' the glass. However if a parent was at the other side of the glass sheet and had a distraction (toy) and was smiling the child was happy to crawl across the glass, but if the parent, with the toy, showed any signs of fear on their face, the child once again halted and did not crawl across the glass floor. At this young age they demonstrated experiencing uncertainty and fear.

I don't know how that experiment affects you or if it does, for me it confirms the opening statement, we have natural instincts around safety even when we are cognitively under-developed, we can be distracted and not notice the imagined fear if someone we trust encourages and guides us across what looks 'scary' but in fact is completely safe.

And we can be discouraged and fearful (even when we are safe) because of the energy, output or projected fears of others around us who we trust. This will be useful to remember when we are looking at positive and negative energy forces in our lives coming up in session 14.

Then consider fear from a genetic perspective. I've already shared with you in week 6 that Lee Pulos says 52% of intelligence is determined during pregnancy as the genes are selected for the child to adapt to the environment that the mother perceives the child will have to handle. So the cells the child is developing can be formed in a state of fear or a state of growth. A mother can hardwire fear in as a protective device which may influence the child's state when it is born and whilst it is growing up.



Look at history in terms of fear. For so many of our ancestors it was wise to be fearful for if they weren't careful, cautious and fearful they would literally die. And so it still is in some parts of the modern day world. Some of our ancestors lived with and experienced fear daily and had to run and hide or agree with those who had greater power for fear of loss of their life, and with survival intended, they handed fear both in the genes as well as their actions and energy, down to their next generation and so it has continued to us and no doubt we will pass it on to our children.

However, the lives we lead in the 21st century and the game of life we play is very different in many ways to that of our ancestors. At the time of writing in the UK, speaking generally, making mistakes around actions or goals may not carry the same weight it would have done 100 or more years ago. People back then may have experienced a sense of fear, shame or humiliation for many actions that are considered 'ok' or acceptable today. In many countries there is greater understanding, government and social support, an awareness of a personal development and emotional intelligence movement and theories and research that support and encourage the personal growth of younger and older people. Even with a recession, looking back in history, in many ways we have never had it so good!

Fear is essential if we are to survive, without it we may put our lives in danger. The trick is to use it wisely and appropriately and to be aware when it is an illusion and when it is real. So time for another exercise. Think about your three main goals you have been working on. What fears do you have when you think about

Goal no 1?

Goal no 2?

Goal no 3?

List them now.

- Which of the above are real?
- Which are an illusion?
- How do you know?
- Where is your evidence?
- Who is confirming your fears and helping you to stay small?
- Who is encouraging you to see the safety net in place and urging you to step forward in spite of your fears?
- Who are you most likely to listen to? What makes that so?
- Step outside of yourself for a moment and ask:
- What's the worst that could happen?



- What's the best that could happen?
- What's most likely to happen if you take action?
- What would it take for you to act in spite of your fears whilst remaining safe?
- What would you need to have a greater understanding of?
- What research would you need to do to feel more confident about stepping out?
- How could you break your goal down so you took it step x step to keep the fear to a minimum? (your coach can help you with this)

Take time to consider these questions before you move on.

Stage 4

Through working with who you are and from where you currently are you can learn to develop the skill of stepping outside of your comfort zone at the right pace for your style. Facing and moving on from fears can be achieved by setting appropriate goals in bite sized chunks, that may cause you a little bit of fear (stretch zone) rather than panic or overwhelm (panic zone).

Some individuals will act in spite of fear, they thrive on the adrenalin, the rush, the thrill, from polling clients I have worked with and learning DISC profiling (personality profiling) I have noticed that this group fall into a small percentage, possibly 10-20%. For the rest of us, the thought of rushing headlong in can be so frightening we would rather do nothing (and chastise ourselves sometimes daily) than risk facing that perceived demon, fear. For me, working with who you are is more important for lasting change and for real personal growth, than being 'brave' once and then declaring "I did it, but I'm never going there again!" For many of us setting goals that cause us to have to work from within the panic zone shuts us down.

If you want to understand more about the comfort, stretch and panic zone there are three things you may like to consider. Attend the Coaching Academy's two day certificate in coaching www.thecoachingacademy.com, where you will get to play the comfort zone game and understand how you operate in terms of goal setting. Order and read the book called The Comfort Zone. Contact Tom Heck the originator of the comfort zone game for permission to use his game and for more information on how to do so.



In the meantime here is a short exercise you can do by yourself or with your coach.

Ask yourself the following:

- When I think about being in my comfort zone, what words come to mind?
(many people say things like, safe, comfortable, lazy, bored, relaxed etc)
- Write them down
now.....
- Now do the same for stretch zone, what words come to mind?
(many people say things like, risk, motivated, scary, growth, learning, anxious etc)
- Now do the same for panic zone, what words come to mind?
(many people say things like, overwhelmed, paralysed, panicked, shut down, etc)

Next, take your number 1 goal. As you think about it, picture you on the journey towards the goal as well as the end result of achieving it. As you do this, notice how these thoughts and images make you feel. Do you feel comfortable, stretched or panicked? Get clear about this for each of your top 3 goals.

Goal 1 makes me feel.....

Goal 2 makes me feel.....

Goal 3 makes me feel.....

Ideally the goals will fit into stretch. If they fall into panic you may have fears that will stop you from taking any action at all.

If they fall into comfort zone you may not be motivate to take action now.

Operating from the stretch zone provides enough energy to support you in forward movement. If you take the appropriate actions for long enough, they will become comfortable, when this happens (and it can happen fast) you will be ready to take the next step which just a short while ago may have felt too scary, but because of the growth you have just experienced now seems possible. If you keep moving forwards in steps that suit your style, in a given amount of time, you will have both achieved your goal and have had a confidence growth too. *(For some of you bigger steps will be best, for others small ones will be best, remember – everyone learns differently – work with your style whilst pushing yourself just outside of your comfort zone).*



So back to your above 3 goals, use the following template to support you in identifying what fears may get in your way and how you will handle them if they do. As always use the template or explore the questions in any way that works best with your style.

The following exercise is to support you on shining light on your fears so you can act in spite of them, for as Robin Sharma says in *The Monk Who Sold His Ferrari*, “invite your little monsters out from under the cupboard, sit them down and give them a cup of tea”. Play with ‘seeing’ things from a different perspective or ‘mindset’ it can help you when trying new or different things.



MANAGING FEAR

My 1st Goal is _____

Do the following for each of your 3 goals

- When thinking about this goal the greatest fears I have are:
(list them in column 1)
- Now I know what they are, how can I prepare myself against this fear?
(list your answers in column 2)
- What can I do to alter or change this fear? (list your answers in column 3)
- If I face this fear what's the worst that could happen? (list your answers in column 4)
- If I ignore this fear what's the worst that will happen?
- What could happen if I prepare myself and do something different?
(list your answers in column 6)

My fears are	How can I prepare myself against this fear? Break it down?	What can I do to alter or change this fear? Mindset? Perception?	If I face the fear what's the worst that could happen?	If I ignore the fear, what will happen?	What could happen if I prepare myself and do something different?
Goal 1					



My 2nd Goal is _____

- When thinking about this goal the greatest fears I have are:
(list them in column 1)
- Now I know what they are, how can I prepare myself against this fear?
(list your answers in column 2)
- What can I do to alter or change this fear? (list your answers in column 3)
- If I face this fear what's the worst that could happen? (list your answers in column 4)
- What could happen if I prepare myself and do something different?
(list your answers in column 5)

My fears are	How can I prepare myself against this fear? Break it down?	What can I do to alter or change this fear? Mindset? Perception?	If I face the fear what's the worst that could happen?	If I ignore the fear, what will happen?	What could happen if I prepare myself and do something different?
Goal 2					



My 3rd Goal is _____

Do the following for each of your 3 goals

- When thinking about this goal the greatest fears I have are:
(list them in column 1)
- Now I know what they are, how can I prepare myself against this fear?
(list your answers in column 2)
- What can I do to alter or change this fear? (list your answers in column 3)
- If I face this fear what's the worst that could happen? (list your answers in column 4)
- What could happen if I prepare myself and do something different?
(list your answers in column 5)

My fears are	How can I prepare myself against this fear? Break it down?	What can I do to alter or change this fear? Mindset? Perception?	If I face the fear what's the worst that could happen?	If I ignore the fear, what will happen?	What could happen if I prepare myself and do something different?
Goal 3					



So how did you get on with that exercise?

What did you discover about your fears?

What options did you come up with?

How do you feel about taking the first small action step towards something that caused you fear before?

If this exercise has helped but wasn't enough, take it as a topic to be worked through with your coach, mentor or course supporter. And if it was really helpful, share that with your supporter too.

TIPS

Here are some more thoughts for you on the subject of fear some people act in spite of fear, a % will find this makes them feel great, a % will find it shuts them down. Work with your style and use last week's exercise to help you turn fear into excitement!

There is no failure – the only failure is in not trying something new or giving something a go.

There is no failure only feedback. Consider looking at the stories around Thomas Eddison (discovered the lightbulb it is said on 1,000th attempt), Kentucky Fried Chicken success, the important thing is to learn what didn't work (FEEDBACK) so you can try something new or different.

Get involved in the journey towards your goal rather than focusing just on the end result. This keeps you awake and aware of where you currently are, what still needs to be done, what you have done and what you can do in the moment. The reward is in the success of the moment. Celebrate it before taking the next step. Working in this aware state builds confidence, self esteem and belief, expands your comfort zone, develops your stretch zone, moves you towards goals that at one stage, may have looked impossible, and as you look back, helps you see how courageous you have been and how far you have come. The Power of Now by Eckhart Toll may be interesting for you to read or listen to, as may Vispana practice.

Remember that when fear calls you, if you choose to, you can be in control of your state management and your responses. If when you set a new challenge or goal you feel the feelings of fear, remember you can choose to challenge them in the moment. Consider asking yourself the questions from the above table exercise (or come up with better questions) then face the fear knowing that if you break it down and take it apart it has less power, if you prepare yourself and your response to it, you are able to manage and control it, if you practice techniques, ways of thinking or visualizing your success as well as taking actions- what once appeared frightening is now part of your comfort zone.



Next Week

Success – what is it?
Why do you want it?
How do you define it?
How can you use it to support you with your goals?

RECAP

The information from today's session can help you to get clearer about:

Fear – positive intentions
Exercises to help understand past practices
Working with who you are
Using the comfort zone to support your goal acquisition
Managing Fear
Recapping on where you are so far
Tips
Being in the moment
Research ideas
Celebrating and reading material to support change around fear

Personal Development Exercise (s)

- Goals/motivation/why I gave up
- True/False on top 3 goals
- Fear and its past and what you need to do to move on from it
- Working with your style and using the CZ to help
- 3 x managing fear exercises

Optional Extras - Recommended reading

The Monk Who Sold His Ferrari
The Power of Now
Feel the Fear and do it anyway

Robin Sharma
Erkhart Toll
Susan Jeffers



Research:

Vispana Practice,

Motivational stories around successful individuals Eddison/KFC/Mohammad Ali.

Take Albert Einstein, he couldn't speak until he was 4 nor read until he was 7 and was thought mentally challenged.

Beethoven was told as a composer he was hopeless and Muhammad Ali was told he would never amount to anything.

Personal development work between sessions**WEEK TWELVE exercises to do at home in between sessions**

Find a coach or trusted friend who you can report to on your actions and successes

I will ask To support my work on this course

Put these questions onto cards and place them around the house where you can see them, place one in your bedroom (to remind you what you are doing when you wake up in the morning), one in the kitchen where you can easily see it, one in your car and another in your diary. Put the cards anywhere that will remind you of the questions you are to think about this week to help move you forwards.
(Remember last week's questions as well as this weeks)

Questions to think about this week:

In order to continue the self-awareness work I have started here **as I go through my week, I will ask myself the following questions as often as I can every day** and just notice how I operate so I can choose to change anything that is not helpful for me.

- This week as I think about my top 3 goals what fears do I want to work on?
- Which ones will I choose to work on? (max 3 for each goal)
- On a scale of 1 – 10 how much do I want to overcome them?
- As I go through my day how do I know I will be successful at working on them?
- What techniques or tools will I use to keep me on top of them?



- Are there any benefits to not challenging my fears? – If so, how could that benefit be better met?
- How do I know I will challenge and face my fears?
- Who can I ask today to support my changes?
- By the end of today I will have taken action on



WEEKLY ACTION PLAN

Where are you with your goal(s) now?

Write a sentence saying what you think about the goal you are working on right now.

On a scale of 1 – 10 how much do you want to achieve this goal(s)?

What three steps could you take this week to help move you closer to your goal?

Write them below.

- 1.
- 2.
- 3.

What have you done over the past weeks to take you closer to your goal? Write your progress to date here.

