



WEEK THIRTEEN

SUCCESS

HANDOUTS

AND

PERSONAL DEVELOPMENT
WORK

"A man is but the product of his thoughts.
What he thinks, he becomes."



WEEK13

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. What have you specifically learnt about your goals and fears from last week's class?
2. How did you get on with noticing and challenging your fears when they came up during the week?
3. How often did you stop and replace negative thoughts and fears?
4. How did doing that make you feel?
5. Did you use your 'supporter/coach/buddy' in identifying extra limiting language and or fears?
6. If yes, well done, if no, what stopped you? Will you change that this week?
7. Did you continue to use the fear template to break down fears? If yes, what were the benefits of doing this and how will you ensure you incorporate it weekly?
8. How did you celebrate your successful challenges?
9. How much closer are you to achieving your chosen goals now?



This week's session is all about success. It is a well used word that has so many different meanings depending on who is defining it, what their beliefs are and what the topic is.

During a short interview, I was asked by a fellow coach some time ago, what it meant to me to be successful. I thought about it and then shared how I have a 'success area' in my kitchen. On the wall are two beautiful images, one of my son and the other of my daughter. I consider my now grown up children, to have been my greatest success so far, they are healthy, good natured, independent, strong minded young people. I'm not sure that was what Emma meant when she asked me about success. But it was the first thing that came into my mind.

Defining Success

So stop and check in with yourself, the word success, what does it mean to you? Take some time and define it now.

- Success means.....

I consider myself to be a successful person, success is important to me. The areas of my life that success covers include: my relationship areas, my health, my career, friendships, financial, personal.

- Which areas of your life is it important to you to be successful in?
- Write them below now

So when you know which areas are important for you to be successful in the next question is:

- How do you know if/when you are successful in each of the selected areas? Take time and explore that now.
- Identify each area and state how you know you are successful in that area
- What has to happen for you to feel a success?
- On a scale of 1-10, 1 being not at all and 10 being couldn't be better, how would you rate your level of success in each of your chosen areas?
- Talk about or write below about a time when you were successful? How did it feel?



You may like to use this table to help or you may like to write freely in order to explore these areas.

Success means	Areas of life	I know I am successful in this area when.....	On a scale of 1-10 I feel successful /10 in this area	I need to set xxx as a goal to improve/increase my success in this area	I can feel a successful person anytime I choose just by sitting/standing, looking, thinking and feeling like....
					<i>Role model +/ Remember a time when...</i>



The last column is around the work we started in week 4 and then picked up in week 6; physiology. Here's the thing, words like successful, happy, confident, etc are states and as you already know from our previous work together, you can change your state in an instant! All you have to do is what? Can you remember? Do a quick recap below.

If I want to feel successful I know I can FEEL it in an instant, all I have to do is.....

In case you couldn't remember here are some reminders:

- identify what success means to me
- think of a time in the past when I felt successful
 - Orthink of someone I believe is successful and use them as my role model
- associate with the pictures or memories of feeling successful
- change my body and physiology to that of a successful person
- think the thoughts of the successful me or role model
- and in an instant, I can feel a success in any area of my life

In this state am I more likely to feel better, look better and make better decisions? More than likely, and my mind was able to do all that for me in seconds. Many clients are surprised at how their thoughts can produce physical responses in their bodies, this may be because they have never paid attention to this before.

The skill of self-awareness around thoughts and physical feelings is a very valuable one, it means you can catch a thought notice how it makes you feel and how that affects you physically, then you can choose to change your physical stance and then notice how that ripples through your body, making you feel differently. In this new state you can challenge your negative thoughts and now change them to something more positive that supports your new body language. Practice this regularly and you will notice how easy it is to feel confident, successful, or any other state that you desire.

Think about today's quote "A man is but the product of his mind, what he thinks, he becomes"

How will you use this information to support you with your goals now and in the future? Take a moment and make some decisions now.

I will use this information
by.....



How will you remember all of this when the sessions are over?

.....

What will you do to ensure you make lasting change stick in the areas of your life you have selected to work on? ie Continue to use this programe,

.....
..

Now you are clearer about what success means to you and how you would know when you are successful. Here's my first 'Why' question.

Why is it necessary for you to feel you are a success/being successful?
Explore it below:

This is an important question. You see if you have been brought up or told what success is or means from the world of those around you and then you go for the things you were told were signs of success, try them out and then find they don't make you happy or feel good, does that mean you aren't a success?

Let me give you an example. A client shared that she had been brought up to do her best at school, though passing exams wasn't that important, what was important for her parents, was behaving, conforming, not letting them down, being polite, doing as she was told, being pleasant, leaving school at 16, getting a job, a nice office one would be considered a success in their world, behaving like a 'young lady', meeting a nice man, getting married, then buying a house, having children, giving up work, looking after the children, do you get the idea?

She shared some of her beliefs or truths about herself were:

- she wasn't very bright or clever
- men were best at going to work to bring in the money
- women were home makers though part time work was ok
- she was very good at organizing and was dependable
- she should take care of her husband's needs over her own

In the eyes of her family and peers she was hailed as successful. However, she told me she wasn't happy.

This lady born in the late 1950's came to coaching because she was dissatisfied with her life and felt guilty about feeling that way. She knew she had fulfilled her duty as a daughter and was seen as being a successful mother and wife. She had worked part time and worked hard, she got on well with others at work but had never been



promoted. She was happy that she had met a nice man and happy when they had children, but she discovered early on that she didn't like being a full time mum, (which was the expected norm), she wanted to be with her children but she also wanted more for herself, but that, she told me was seen as selfish, and most of those she surrounded herself with appeared to enjoy being at home all day doing household tasks. Now her children were growing up and attending school, she wanted to find a way to plan for the future so she could continue being a good mother and wife and also do some things she wanted to do.

She felt alone, misunderstood and torn between what she should do and what she wanted to do. During one of our early sessions she shared that she didn't see herself as a success even though her family said she was because so far, she had lived her life as it had been mapped out for her but she admitted to me, she was unhappy.

Another client had a good job, was the 'bread winner' as was expected of him, he worked long hours, provided a nice home for his wife and children but didn't get to spend much time with them, they wanted for nothing – financially. He shared how everyone around him saw him as a success, he had it all, nice car, house, holidays, family, money in the bank, but he wished he could leave it all. He hated his job, the pressure and stress were making him ill, he didn't feel a success but everyone told him he was. He had plans and dreams for the future but didn't really think he would ever be able to realize them.

These are just two examples of clients who when they explored success realized they were living other people's ideas of what it was. They had never taken the time out to get clear about what it meant to them, they had just accepted what had been given to them as a meaning.

Through coaching, both of them got very clear about what success meant to them from their perspective. They understood that the definitions they had been living by were those of their generation, parents and upbringing. During coaching they were able to identify which aspects of their 'old way' of operating they wanted to keep and which aspects they wanted to do differently.

They discussed and explored their options with their partners and through conversation and communication they agreed a way to keep the best interests of the family as key, whilst also having some of what they wanted in their lives too.

The first client got some part time childcare which she and her husband were happy with, went back to college part time, worked towards a qualification in a career she had wanted work in, secured a job in that area, got promoted, maintained a work life balance which was very important to her, enjoyed her work and reported finally feeling happy and successful.



The second client agreed with his wife that he would continue to work on the project he was involved in with his company and then consider working as a consultant for them rather than as an employee. This would pay him more and give him time to be with the family. He would re-negotiate future projects and look for some local freelance work too. This would free him up from the stress of 3 hours travel a day, long hours and having to take work home at weekends.

He reported this was his definition of success in his career, being in control of who he worked for, being able to work from home when appropriate, financial income that allowed him to have more leisure and family time and the opportunity to work independently.

I hope those brief examples are useful case studies for you. To follow there are a selection of statements, it's like one of those magazine articles where you select the statement that most represents how you operate or feel in the moment.

Give it a go and see what you think by the end of it.

Instructions: select an area of your life to hold in your mind whilst answering the following questions

Mark 1 not true, 2 sometimes true, 3 always true.

1. I quickly know whether or not a new opportunity is right for me
2. I know exactly what my definition of success is
3. I regularly update and change my goals in this area of my life
4. I know which areas of my life are the most important to me and the priority
5. I measure success in my life by my internal benchmarks, not others opinions or material goals
6. I know what my priorities are and stick to them
7. I am surrounded by key people in my life who totally support me and my definition of success
8. If I lost my material goods, I would still know what's most important to me
9. When working on a goal or project, I do not allow myself to be diverted or distracted
10. I consider myself to be very successful in _____ and I define success in this area as _____



Ok, so what do you take from that quick 'quiz'? There are no right and wrong answers. The idea is you score 30/30 but the questions have been designed by 'others' who make assumptions about what success is. Are there any questions you didn't like or disagree with? Are there any you scored low on and think improving this area could make you feel more successful?

Was it useful to help you examine your original definition of success?
At question 10, did you change the original statement or has it remained the same?
Did you add to or take away from your original statement of what success was for you?

Explore how the above statements have caused you to at least think about success.

Do that now.

You could also use your answers to help you set goals to support you in feeling more successful. Consider taking your answers and this topic to your coach.

Defining Success Worksheet

Write each of the 3 goals you started this course with below, then finish the statement, I know I am being successful on this goal by/because

Goal 1:
I know I am being successful by/because...

Goal 2:
I know I am being successful by/ because...



Goal3:
I know I am being successful by/because...

What did you discover?

Are you feeling successful with your 3 goals?

If yes, well done. If no, what will you do about that? If yes and no ok, congratulate yourself for the yes and decide now what you can do to change the part that is a no.

Considerations

Until you take the time to define success for yourself you may find it is being defined for you by those around you, family (past) employers, TV, media, friends you hang out with, everyone but you. When you get clear about what it means to and for you, it can free you up to enjoy life and start to take more control of it and how you want it to be, knowing what 'value' words like success mean to you helps to release you from other's priorities that are not important right now or not relevant or meaningful to you. Without a clear definition of what success, happiness, confidence etc means to you, you could end up striving for something you don't understand or feeling boxed in as my two earlier examples demonstrated.

Using those around you to support you in getting clear about what is important to you around success can be useful especially if you are in relationships with partners and children, though remember, only you can truly define what it means to you.

Coaching helps clients to identify and then get clear about what is important to them in life, recognize what they already have, notice what is missing, set goals to support them in achieving success, happiness, confidence etc and then assist them in taking action to achieve the outcome.

I hope by now, you can see the benefits of getting clear about what success and any other value words, means to you, when you consider the number of inputs you've experienced since childhood, school, work, friends, family, the media, it's important to have your own definition so you don't get drawn into others' agendas or find yourself distracted by others' projects putting yours on hold, or seduced by the hypnosis of advertising or media.

So now you have been through the above. What are your thoughts about success?



Here is another opportunity to check your 3 main goals against your success criteria. Avoid looking at your original statements:

- Goal no 1: I know I am being successful by

Making this statement is very important as it helps you to think and then articulate both how you define success and how you know you are being successful. We have already covered the importance of being able to step into a 'value'* word as part of state management.

*Value word means a single abstract word which causes an emotional feeling or state, such as happy, successful, confident, fulfilled, content, achievement, etc

Check the statement and then tweak it until it really feels right. You'll know when that happens as your physical body will respond, or you'll feel an emotion (good one) or you'll have a 'eureka' or 'light bulb' moment.

This can take time to happen for some and be instant for others. Remember to work with who you are. You may have been 'shoulding' and 'having to' for most of your life, this time you are choosing to do this awareness work. So take your time.

When you know you have got your 'real' definition, one that wakes you up and feels right, keep it in your mind as you work on your 3 goals and for all future goals. Notice how a 'successful' goal pulls you towards the right actions, notice how it causes you to say no to distractions, notice how much easier it is to achieve it when you have your own personal definition of what success means to you.

Here are some examples – you may like some of them or have come up with even better ones:

I know I am being successful when I give each task my best effort, set up time boundaries, don't allow interruptions or distractions and really enjoy the effort I have put in

I know I am being successful when I wake up every morning having set my intentions the night before to have a wonderful day and then see it unfold before my eyes

I know I am being successful when I can look at my calendar and see that as well as work and family priorities being met, I have as much 'me' time as I want in there

I know I am being successful when my body is free of anxiety and worry



I know I am being successful when I have no negative close friends who impact on my life choices or decisions

I know I am being successful when I don't have to worry about paying bills or living expenses

I know I am being successful as I watch my kids grow into wonderful, compassionate, loving adults

I know I am being successful by how good I feel most of the time

I know I am being successful by how much energy I have throughout the day

I know I am being successful by how well I treat my body

So now you are clearer about what success means to and for you. Share with your coach or buddy what your new success statements are around your main goals.

Next Week

Positive thinking
Energy work

RECAP

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

Defining success –
Success means
State management
Why is it important to be successful?
Case studies
I know I am successful when.....

Personal Development Exercise (s)

Success means
Success table
Recap on physiology and success
Quiz
Success worksheet
Goal 1,2,3 success statement



Personal development work between sessions

WEEK THIRTEEN 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 how do I know I am being successful with them?
- How successful have I felt today?
- What have I learnt about myself and success?
- What am I doing each day to feel and act successful?
- On a scale of 1 – 10 how much do I want to feel/be successful in my life?
- What techniques or tools can I use to keep me feeling successful?
- Who can I ask today to support me with my success goals?
- 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.

