

# *Living Your Best Life*

*Your guide to living your passions and becoming the person you want to be.*



Transformation Lives within You





## *Realistic Goal:*

*What do you feel is a realistic goal that you can accomplish this year (based on your current state/experiences, motivation, and your commitment to focus on improvement)?*

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## *Goal of Self-Acceptance:*

*Can you make a commitment to accept yourself as a worthy human being and grow from the experience, regardless of whether you achieve your dream goal or realistic performance goal for this year?*

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*“No matter where you are in life, no matter what you’ve contributed to creating, no matter what’s happening, you are always doing the best you can with the understanding and awareness and knowledge that you have.”*

*-Louise Hay*

# Setting Short term Goals

You can set short term goals for positive imagery/thinking, affirmations, relaxation, and pursuing activities that give you joy.

\* You must WRITE DOWN your goals! This way you'll have a greater chance of accomplishing your objectives. Try using a daily log book.



Example: ~~Not: I will save money for school.~~

Instead: I save \$10,000 for my MBA by September. (Affirmative, concise, present tense, specific, by-when date).

Goals For Today:

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Weekly Goals:

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Monthly Goals:

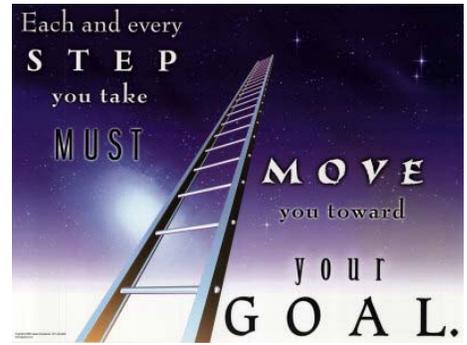
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# Setting Long Term Goals



*\*\*\*Don't forget the proper format! Affirmative, concise, present tense, specific, by-when date.*

Goals for this Year:

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5-Year Goals:

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10-Year Goals:

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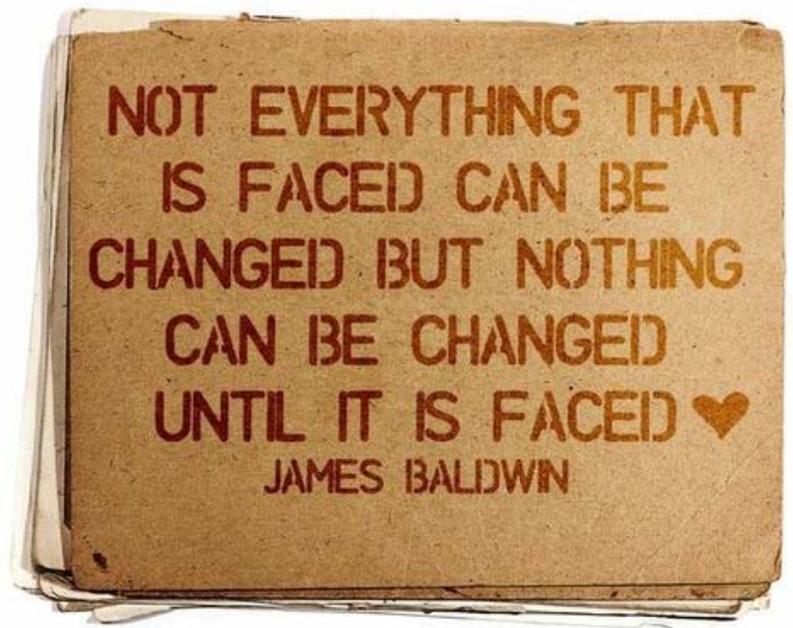
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# Planning For Change



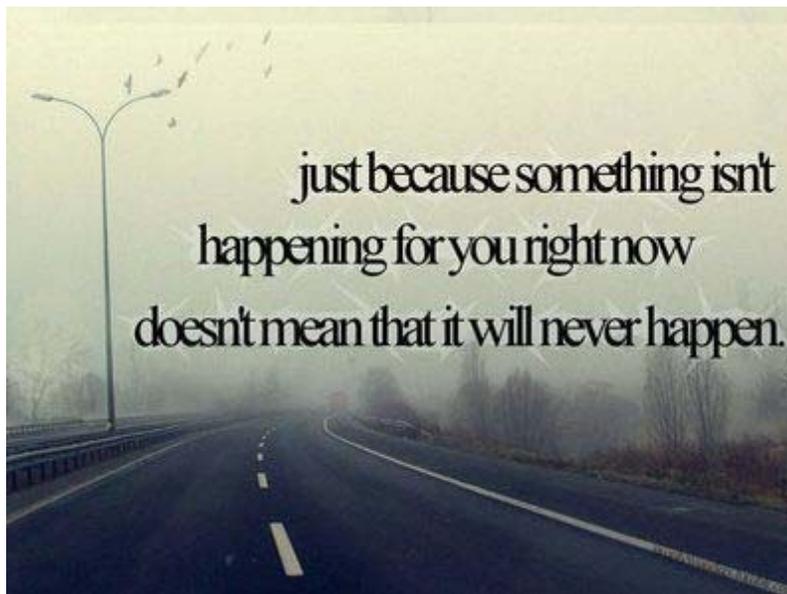
*Grab your journal or a piece of paper and pen and start to fill out the following questions.*

1. What is it that you want to improve most at this time?
2. What are you doing that you don't want to do, or failing to do that you would like to do more often? Specifically, what would you like to change, make better, do, or act on more consistently?
3. When, where and under what circumstances is the greatest need for change or improvement? In what situations do problems usually come up? What kinds of demands or expectations are being placed on you at that time? What are you usually thinking, feeling, or focusing on at that time?
4. How important is it for you to improve your focus, connection, reaction, or performance in this target area? Why is it important for you to improve in this area?
5. Think about the times when you have been in a given situation and focus, connection, response, or performance has been at its best. What was going on then? What were you doing or saying to yourself? What were you focused on?
6. Think about the times when you have been in this situation and your focus, connection, response, or performance seemed to be at its worst. What was going on then? What were you doing or saying to yourself? What were you focused on?
7. What seems to be the major difference in your focus when you compare your best and less than best performance, actions, responses, or experiences in this situation?
8. What do you think you can do to improve this situation, your response to it, or your performance within it? What would be your ideal or best focus within this situation?
9. Do you think you can improve your focus in this situation if you
  - a. Focus more on bringing a more positive perspective or more connected focus unto this situation or performance?
  - b. Focus more fully on what you can control within this situation or performance?
  - c. Focus less on what is going on around you, or what others around you are doing or not doing, and more on yourself and your performance?
  - d. Focus on taking better care of your needs for rest, nutrition, personal space, or simple joys outside this situation or performance context?
10. How strong is your commitment to make a positive change in this target area? Are you committed enough to practice and work regularly at improving your focus, connection, response, and performance in this area?



# Making Adjustments

- *When you fall short of the goals that you set, remember that unmet goals, plateaus, times of seemingly little or no progress, and even periods of backsliding are normal.*
- *Progress is a series of ups and downs*
- *Even when you see no obvious signs of improvement, you may still be laying the groundwork for future progress*
- *FALLING SHORT OF A PARTICULAR GOAL IS NOT A TRAGEDY. You grow and learn from these experiences. Refine your focus, adjust your goal and stick some short-term goals or intermediate steps in front of it.*
- *A temporary setback does not mean that you have to quit or give up on your goals.*
- *Put your goals up on the wall as a reminder. Make a Vision Board.*



*“Never let a little thing get in the way of making a big thing happen”  
-Chuck Liddell*



*Distractions and setbacks are inevitable, but ultimately, you decide whether those things distract you, upset you, lower your confidence or put you in a negative frame of mind.*

*Distractions are only distractions when you decide that they are...*

## *Creating a Refocusing Plan*

Creating a Refocusing Plan from T. Orlick, 2008, *In pursuit of Excellence*, Fourth Edition (Champaign, IL: Human Kinetics)

*Think of a recent situation in your daily life where you blew your cool, lost your temper, abandoned your positive focus. Think about how you could have responded more positively or more effectively...*

*Then imagine that you are confronting the same situation, but you don't let it bother you. You can begin by designing your personal plan for distraction control right now by responding to the following questions:*

1. What do you want to change about how you see or respond to distractions or potential distractions in your life?

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2. Why do you want to change how you see or respond to distractions or potential distractions in these parts of your life? Why is it important for you to make these changes?

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# *Distraction Control Plan*

First column: List the major distractions that you have faced in the past or are likely to face in the future.

Second column: Indicate your typical response to these distractions in the past. Consider what you were thinking, saying to yourself, or focusing on when you faced these distractions.

Third Column: Indicate how you would prefer to respond now and in the future

Fourth: Write down a strong focus reminder that you can use in that situation to get your focus back to where you want it to be, back to where it is most beneficial for you and your performance. List key reminders that you can say or think to yourself the next time you have each of the distractions that you have listed in the first column. Write down reminders that you can use in the heat of the moment to refocus and quickly get back on a positive track.

EG: It is always my choice.

- This does not have to bother me

- Let it go

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<b>Distractions</b>	<b>Usual Response</b>	<b>Preferred Response</b>	<b>Refocus Reminds</b>

Distractions	Usual Response	Preferred Response	Refocus Reminds

From T. Orlick, 2008, In pursuit of Excellence, Fourth Edition (Champaign, IL: Human Kinetics)

*A tragedy can turn out to be our greatest good if we approach it in ways from which we can grow.*  
*-Louise Hay*

# BEING Positive



*The thoughts we choose to think are the tools we use to paint the canvas of our lives.*

*-Louise Hay*

- 1) *Focus on doing what will help you stay positive and in control.*
- 2) *Look for advantages in every situation, even if the conditions are less than ideal. Look for reasons you can still be positive, focused, confident, and optimistic.*
- 3) *Refocus by finding your own space, doing some relaxed breathing, focusing on the positives, or connecting fully with something joyful, meaningful or within your control.*
- 4) *Remind yourself repeatedly that you can change your focus and perspective. Then focus fully on doing it.*
- 5) *Do the best that you can do with your focus today- draw out the lesson, learn from it, act on what you learned, and then move on. Continue to focus on what is within your control.*
- 6) *After a good day or mediocre day, be proud of your effort and of what you have done well. Draw out the positive lessons. Then start tomorrow as a fresh new day.*

from T. Orlick, 2008, *In pursuit of Excellence, Fourth Edition* (Champaign, IL: Human Kinetics)

## *Mental Imagery and Meditation*

- *Set aside five minutes a day, either before going to sleep or getting up. Close your eyes and allow yourself to relax.*
- *Imagine in your mind and body the feeling what you want to do and how you want to live.*
- *With visualization you create a clear, positive image that can enhance your affirmation.*
- *Visualize Positive Outcomes*

*Meditation is different from visualization. Meditation involves quieting the mind, and does not involve getting caught up in your thoughts. Imagine the mind similar to floating down a flowing river. As you float down the river, you are able to notice your surroundings and the water flowing over the rocks; but if you try to hold on to a rock, the trip of going down the river is no longer calm and relaxing, you are fighting the flow. Go with the flow and do not hold onto your thoughts; just notice the thoughts and allow them to pass you by.*

# Changing Our Self-Talk

*The way we talk to ourselves inwardly is really important because it becomes the basis of our spoken words. It sets up the mental atmosphere in which we operate and which attracts to us our experiences. If we belittle ourselves, life is going to mean very little to us. If we love and appreciate ourselves, then life can be a wonderful, joyous gift.*



*Start to listen to what you say. If you hear yourself using negative or limiting words, change them.*

*Nobody can force us to think in a different way. We choose our thoughts, and these are the basis for our self-talk.*

*You can choose to release your negative concept of life. Start affirming for yourself that you are a person who is lovable, that you are worth healing, and you attract everything you need.*

*The only person who can make these choices: to choose positive thoughts and to let go of the negative habits...is you...*



# *Louise Hay's 10 Step Program to Loving Yourself*

## **1. Stop criticizing yourself.**

There is a tremendous need to build self-worth and value in ourselves, because when we feel *not good enough*, we find ways to keep ourselves miserable. We are all insecure in some ways because we are human. Let us learn not to pretend that we are perfect.

## **2. Stop scaring yourself.**

Many of us make situations worse than they are. We take small problem and make it into a big monster. If you find yourself habitually reviewing a negative thought or situation in your mind, find an image of something you really would like to replace it with.

## **3. Be gentle, kind and patient with yourself.**

Think of your mind as if it were a garden and all of the work that needs to go into a garden to make it successful. You must weed, plant seeds and water. And you must be patient. Be kind to yourself- we all make mistakes. Mistakes can be valuable stepping-stones that provide lessons that we can grow from.

## **4. Learn to be kind to our mind.**

We can think of our thoughts as building us up rather than beating us up. Relaxation helps. Meditate on a daily basis and visualize optimistic outcomes.

## **5. Praise yourself.**

Criticism breaks down the inner spirit, and praise builds it up. Tell yourself that you are wonderful. If you do it once and then stop, it doesn't work. Keep at it.

## **6. Loving yourself means supporting yourself.**

Network, make friends and rely on others who share similar ideas.

## **7. Love your negatives.**

Whatever our negative patterns are, we can learn to fulfill those needs in more positive ways.

## **8. Take care of your body.**

Watch what you put into your body. Start to notice what gives you energy and what depletes you and brings you down

## **9. Mirror work.**

Look in the mirror first thing in the morning and say: "I love you. What can I do for you today? How can I make you happy?" Listen to your inner voice. You can also forgive in the mirror -to yourself as well as people you are afraid to talk to.

## **10. Love yourself now.**

Don't wait until you get it right. Dissatisfaction with yourself is a habit pattern. We can't change other people so leave them alone. Use that energy on ourselves.

# The Attitude of Gratitude

**Start to keep track of the highlights or the simple pleasures that happen to you throughout the day. This can be written down, or spoken out to the family. Try to think of at least 6.**

If you look for something positive it will almost always be there. There are thousands of simple joys that can add joy to our lives. Look for these highlights everywhere you go! You'll find them in human contact, nature, play/sport, personal growth or accomplishment, and sensual experiences. T. Orlick, 2008, *In pursuit of Excellence, Fourth Edition* (Champaign, IL: Human Kinetics)

When you are fully able to connect and be present in the moment, you will start to pick up on small things that you may have never noticed before. For example, you can be grateful for:

1. I am grateful for the heat in my house
2. I am grateful for the warm bed I wake up in
3. I am grateful that I am healthy and able-bodied
4. I am grateful that I was able to go for a run today

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Enjoy the little things  
in life, because one day  
you'll look back and realise  
they were the big things.

© Michael Elizabeth

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# Embracing Your Potential

Terry Orlick, 1998, p.14-17, (Champaign, IL: Human Kinetics)

Grab your journal or a piece of paper and pen and start to fill out the following questions.

1. What contributes to make you feel best about yourself and in your best frame of mind?
2. Who are the people who free you to feel best about yourself? How do they do that?
3. Who is the most harmonious or balanced person you can think of? What do you notice that makes you feel the person's life is in balance?



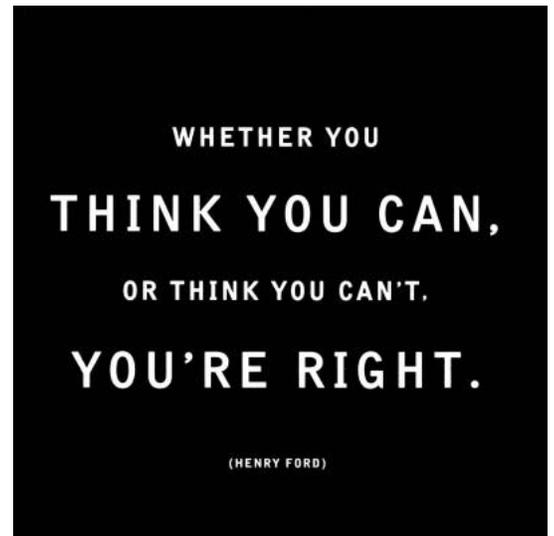
4. What are the most important lessons you have learned about living life fully and joyfully?
5. If you won the lottery tomorrow, what would you do with your life?
6. What were your highlights in the past two days?
7. Are you opening yourself to embrace simple highlights in different parts of your life? Every day?
8. What have been the most joyful times in your life? Why?
9. Do you dwell on the positive things in your life (or do you spend more time on the negative)?
10. How can you live with more joy or passion in your life? How can you live more highlights?

*The ONLY way you can come to feel worthy, and really good about yourself- the only way to find a life of meaning and joy- is to find your own voice, find your own path, follow your own heart and live your own life, not an imitation of somebody else's.*

*- Maria Shriver*

# *Positive Living Reflections*

In order to help improve the quality of your life, it will be beneficial to keep a **POSITIVE LIVING JOURNAL**. Best results come from making entries in your journal 3-4 times a week. It can include inspiring pictures, artwork, and other visual images, quotations, songs or other positive reminders of how you want to be as a person.



## **Here are some more questions that you can answer in your Journal:**

1. What does Positive Living or living a joyful life mean to you?
2. What contributes to Positive Living for you or brings joyfulness into your life?
3. When different people are living through similar circumstances, why do you think some of those people are happy and joyful while others are not?
4. Rate the overall quality of your life right now on a scale from 1 to 10 (1 means very low quality/ very little joy in your life, 10 means absolutely great quality/ lots of joy in your life, and 5 is somewhere in between)
5. What can you do, change, improve, focus on, or act on right now in order to enhance the quality or joyfulness of your life?

**Positive Journal Entry questions continued:** From T. Orlick, 2011, *Positive Living Skills*

7. What do you have to focus on- or act on- to enhance the quality of your life?
8. How can you get yourself to take small positive steps forward toward your worthy goal(s) every day?
9. What are some positive reminders you can use to get yourself to act on your good intentions?
10. What are you going to do TODAY to take a step closer to your positive living goals?
11. What are the real loves in your life? What frees you to feel most fully alive? What are the things that lift you and give you the most joy in your life?



**THINK POSITIVE**

Your life is your garden, your thoughts are the seeds.  
If your life isn't awesome, you've been watering the weeds.

~Terry Prince

# *Why Relaxation is Important...*



## **1. Stress reduction.**

Relaxation helps us to prevent unnecessary stress, lower the intensity of stress and shorten its duration

## **2. Recovery from stress.**

Relaxation helps us to recover more quickly from fatigue and reduces the potential harmful effects of stress.

## **3. More restful sleep.**

Relaxation helps us to go to sleep more quickly and easily, experience a longer and more restful sleep, and go back to sleep more quickly if we wake up

## **4. Better focus.**

Relaxation helps us to connect our focus more effectively and easily for learning, performances, and personal interactions-especially in stressful situations.

## **5. Stronger Immune system.**

Relaxation helps us to stay healthy longer. An ongoing diet of stress weakens our immune system and opens the door to many different kinds of illnesses.

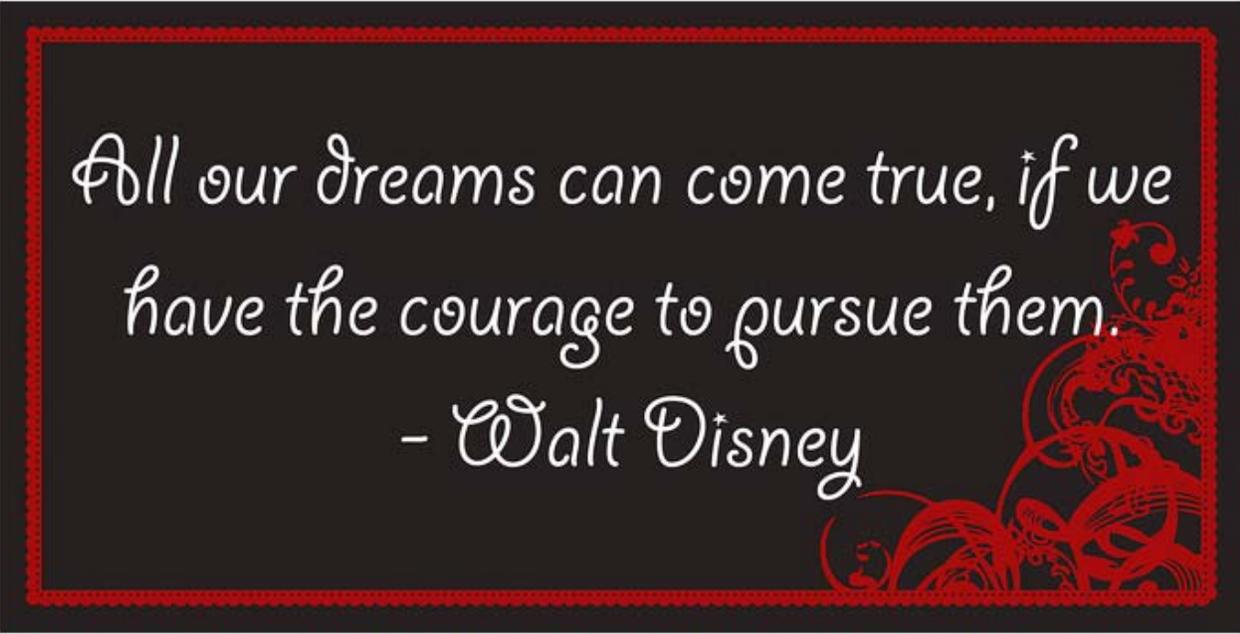
## **6. Enhanced Quality of life.**

Relaxation helps us to embrace peaceful moments of silence and experience simple daily joys.

## **7. Relaxation adds years to our lives and life to our years.**

From T. Orlick, 2011, *Positive Living Skills*

*Write down 5-10 things you can do to relax*



All our dreams can come true, if we  
have the courage to pursue them.

- Walt Disney

*This is where the thinking stops and the actions starts...*

*None of these exercises will mean anything unless you put them into action. You must take control of your own life and create your own destiny! If you put your mind to something, believe in yourself, keep a positive attitude and persist in the direction of your dreams, you will not fail. You have to believe in your self! Be the best person you can be and you will live a fulfilled life. And remember transformation lies within...*

*Final Note from Terry Orlick:*

*“Follow your dreams. Persist through the obstacles. Listen to your own wisdom. Draw inspiration from others. Respect your inner feelings. Listen to your body. Follow your intuition. Seek balance. Find joyfulness. Let your directions surface alone, in silence. I wish you passion and peace to live your life fully. Now is the time to dance with life and embrace your potential.”*



take the *next* step