

# Module 5

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# **IMPROVE**

# 5.1 WORKBOOK ACTIVITIES

## TACKLING FEAR

To improve, we have to fight the human tendency to stay in our comfort zone. Tackling fear and intimidation allows us to move up and opens the door to bigger and better things than we ever thought possible.

### Explore future possibilities.

What previous goals or dreams seem to be closer within reach now than they were before? Is there anything that you've wanted for a long time that now seems like more of a possibility?

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What new hopes or dreams do you have for your future?

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What new opportunities or ideas have you been approached with, thought about, or discussed with others recently?

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### Confront your fears.

When you think about the possibilities for what's next, what worries or concerns do you have?

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What would you do if you weren't afraid?

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What's the worst that could happen if you 'go for it'?

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## 5.2 WORKBOOK ACTIVITIES

### THE ABI PRINCIPLE

The ABI Principle [Always Be Improving] is the difference between winning occasionally and winning consistently. The best time to improve is when you're coming off a success, but you can use these questions to identify and make improvements at any time.

What went well? Or, what's going well?

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What didn't go well? Or, what's not going well?

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What specific improvements can I make next time? Or, what specific improvements can I make now?

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## 5.3 WORKBOOK ACTIVITIES

### SYSTEMS FOR SUCCESS

**Create routines to handle little, repetitive things.**

What repetitive things do you do or should you do on a regular basis to prevent problems, stay on track, or make more progress?

Daily	Weekly	Monthly
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What method will you use to make these a part of your routine? Circle all that apply.

Written Checklist	Calendar Reminders	Task Mgmt App/Software
Typed Checklist	Phone Reminders	Other:

**Find long-term solutions to problems.**

What major problems have you had so far? Write the problems in the left column.

Problems	Solutions
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

What's a simple, long-term solution for solving each of these problems? Write each solution in the right column next to the problem it's related to.

## 5.4 WORKBOOK ACTIVITIES

### BUILD YOUR INNER CIRCLE

#### **Build a team and get more done.**

What things can only be done by you?

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What things are you doing now that you don't like doing and could be done by someone else?

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What time consuming things are you doing now that could be done by someone else in order to free you up to focus on the things only you can do?

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#### **Leverage mentors, coaches, role models, sidekicks.**

Who can you go to as a mentor or coach when you need help?

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What role models can you look up to and draw inspiration from?

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Who can you bring in as a sidekick to work alongside and bounce ideas off of?

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What groups or circles can you create or join that will allow you to network with other people?

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## 5.5 WORKBOOK ACTIVITIES

### STAY ON TRACK AND DO AMAZING THINGS

Create your own top 10 list of go-to reminders to help you stay on track.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_