

Coaching Workbook

FOR CLARITY



A GUIDED WORKBOOK
THE AUDACITY RESET- 4 POWERFUL SHIFTS TO
MOVE FROM OVERWHELM TO CLARITY



Introduction

Why You Need an Audacity Reset

If you're overwhelmed, stretched thin or stuck in your career, you are not failing, you are carrying more than one person should.

Most professionals stay in survival mode for far too long, simply because they don't have the clarity or support to step out of the cycle.

This guide gives you four fast, powerful shifts; one for each pillar of The Audacity Method TM,

This guide provides a sample of what you could achieve through coaching.

Reset your thinking and create instant clarity.

Pillar 1

Audacious Clarity

The 3 Question Clarity Reset

1. What's draining me most right now?

.....

.....

.....

2. What's one thing I know I need to do but keep avoiding?

.....

.....

.....

3. If things stay the same for the next 6 months, what would worry me most?

.....

.....

.....

.....

Pillar 2

Audacious Boundaries

The 3 Line Boundary Script

Sometimes setting boundaries with colleagues can feel extremely difficult. You do not want to come across as rude or unhelpful, so you go against your judgement and help them. This can make you fall behind in your own work or you lose focus on the work you were doing.

What could you say to set your boundary and also help them at the same time?

“I want to help you with this. Right now I need to focus on XYZ, so let’s agree on what’s realistic.”

“Here’s what I can doand here’s why I can’t.”

“I can advise, but the decision sits with you.”

How could you adapt this script to meet your boundaries?

Pillar 3

Audacious Self-Belief

The 60-Second Confidence Reframe

1. Identify the thought

2. Replace with evidence

3. End with intention

Example:

Thought: I can't speak up in the meeting

Evidence: I've spoken up in meetings before and I am prepared for this one. I know what I am talking about.

Intention: I will speak up and talk about XYZ.....

Pillar 4

Audacious Action

The 10-Minute Momentum Builder

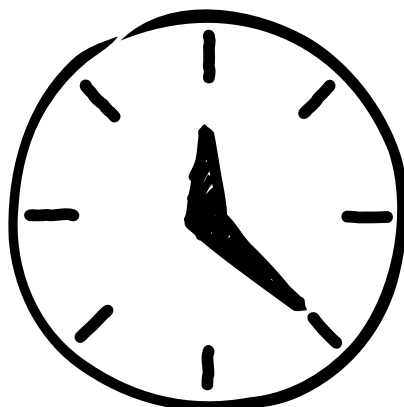
There are times when you keep putting off tasks. What was once just a task has now become not only important but if it is not completed you might miss a deadline.

You need to act.

Set a timer for 10 minutes

Start the task you've been avoiding

Momentum will do the rest. Either task is finished or you have now started so you might as well finish it.



The Audacity Assessment- Bonus

Rate your progress

Rate your progress from 1-5 on each pillar.

Identify what your next breakthrough should be:

.....

.....

.....

.....

.....

THE AUDACITY METHOD™

**Audacious
Clarity**

**Audacious
Boundaries**

**Audacious
Action**

**Audacious
Self-Belief**

