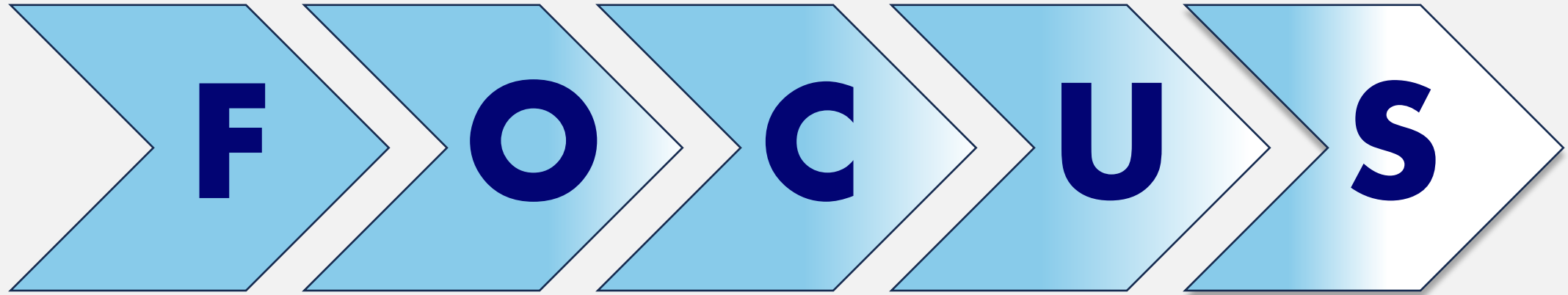


# 5 STEPS TO GREATER



**&**

# ACHIEVEMENT



**F**

**FACE IT:**

**FACE YOUR CHALLENGES HEAD ON & AS COURAGEOUSLY AS POSSIBLE**



**O**

**OUTSMART IT:**

**OUTSMART THE UNHELPFUL EXTREMES**



**C**

**CHOOSE IT:**

**CHOOSE PARTICULARLY POWERFUL NEXT STEPS**



**U**

**UNHOOK FROM IT:**

**UNHOOK FROM YOUR SELF-LIMITING THOUGHTS, FEELINGS, BELIEFS, & BEHAVIORS**



**S**

**STRIVE FOR IT:**

**STRIVE FOR INCREASINGLY MEANINGFUL RESULTS, EACH TIME/EVERY TIME**

# F.O.C.U.S

**F**

## **FACE IT:**

**FACE YOUR CHALLENGES HEAD ON & AS COURAGEOUSLY AS POSSIBLE**



### **AVOIDING CHALLENGES**

#### **CHARACTERISTICS OF AVOIDING CHALLENGES:**

- SPEND TOO MUCH TIME IGNORING OR WASTING TIME ON TASKS
- CREATE EXCUSES TO JUSTIFY WHY THEY SHOULD NOT DO IT
- PROCRASTINATE

BEHAVIORS STEM FROM FEARS, DOUBTS OR DISINTEREST

#### **CHARACTERISTICS OF CONFRONTING CHALLENGES:**

- IMMEDIATELY OVERCOME SELF-LIMITING THOUGHTS, FEARS, FEELINGS & BEHAVIORS TO MOVE FORWARD
- BUILD COURAGE & A SHIFT IN PERSPECTIVE OR UNCONVENTIONAL IDEAS
- SEEK GUIDANCE AND SUPPORT FOR ENCOURAGEMENT

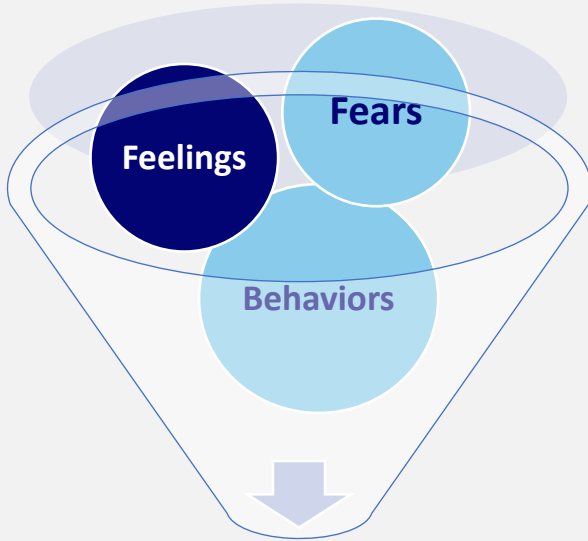


### **CONFRONTING CHALLENGES**

# F.O.C.U.S

## OUTSMART IT:

### OUTSMART THE UNHELPFUL EXTREMES



#### CONFRONTED CHALLENGES

**COMMON MISTAKE MADE  
AFTER CONFRONTING YOUR  
CHALLENGES**

**ADOPT A BINARY  
MINDSET, KNOWN  
AS UNHELPFUL  
EXTREMES**

#### EXAMPLES:

- SAYING IT'S TOO HARD
- WHY BOTHER?

**FOCUSING ON STRATEGIC ACTIVITIES  
VS LOW-LEVEL ACTIVITIES HELP  
DEMONSTRATE THAT SOMETHING IS  
BETTER THAN NOTHING MINDSET.**

#### EXAMPLES OF STRATEGIC ACTIVITIES:

- SETTING SMART GOALS
- BALANCED DIET, EXERCISING, ETC.
- DEVELOP EMOTIONAL INTELLIGENCE
- EMBRACE CHANGE

# F.O.C.U.S

C

**CHOOSE IT:**

**CHOOSE PARTICULARLY POWERFUL NEXT STEPS**

**“WHEN YOU HAVE TO  
MAKE A CHOICE & DON’T  
MAKE IT, THAT IS IN  
ITSELF A CHOICE.”**



**WILLIAM JAMES**

## **STRATEGIC:**

- IDENTIFY KEY POINTS IN THE PLAN.
- WHAT IS THE VISION?
- STATE THE MISSION.
- SWOT ANALYSIS (STRENGTHS, WEAKNESSES, OPPORTUNITIES, & THREATS)

## **EFFECTIVE DECISION MAKING :**

- IDENTIFY & MINIMIZE RISKS
- CALCULATE REWARD VS RISK

**BRAINSTORMING  
TIPS FOR  
POWERFUL  
CHOICES**

## **AIMED**

### **AT MOVING FORWARD:**

- HONESTY/INTEGRITY
- TRUST YOUR INTUITION
- TRUST OTHERS
- DON'T JUDGE
- OBJECTIVE

## **SEEK**

### **MENTOR ADVICE:**

- ASK QUESTIONS
- SEEK FEEDBACK
- ASK FOR ALTERNATIVE SOLUTIONS

# F.O.C.U.S

**U**

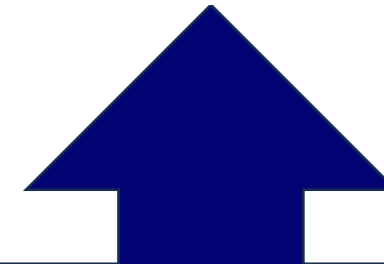
## **UNHOOK FROM IT:**

**UNHOOK FROM YOUR SELF-LIMITING THOUGHTS, FEELINGS, BELIEFS, & BEHAVIORS**

**IT CAN BE VERY CHALLENGING TO BE ALWAYS YOUR BEST SELF.**

**THESE FACTORS BELOW CAN OFTEN IMPACT YOU:**

- **PRESSURE OF THE CURRENT SITUATION**
- **UNCERTAINTY**
- **UNFAMILIAR TERRITORY — YOUR INNER THOUGHTS, BEING JUDGMENTAL OR CRITICIZING**

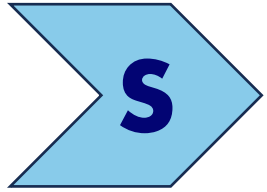


**MASTERING THE SKILL OF LISTENING TO & WORKING WITH CONSTRUCTIVE ASPECTS WILL HELP WITH MOVING OUT NEGATIVE THOUGHTS & BUILDING EFFECTIVE WAYS TO HANDLE CONFLICT.**

**EXAMPLES:**

- **TURN NEGATIVES INTO POSITIVES**
- **IDENTIFY TRIGGERS**
- **SWITCH UP YOUR ENVIRONMENT**

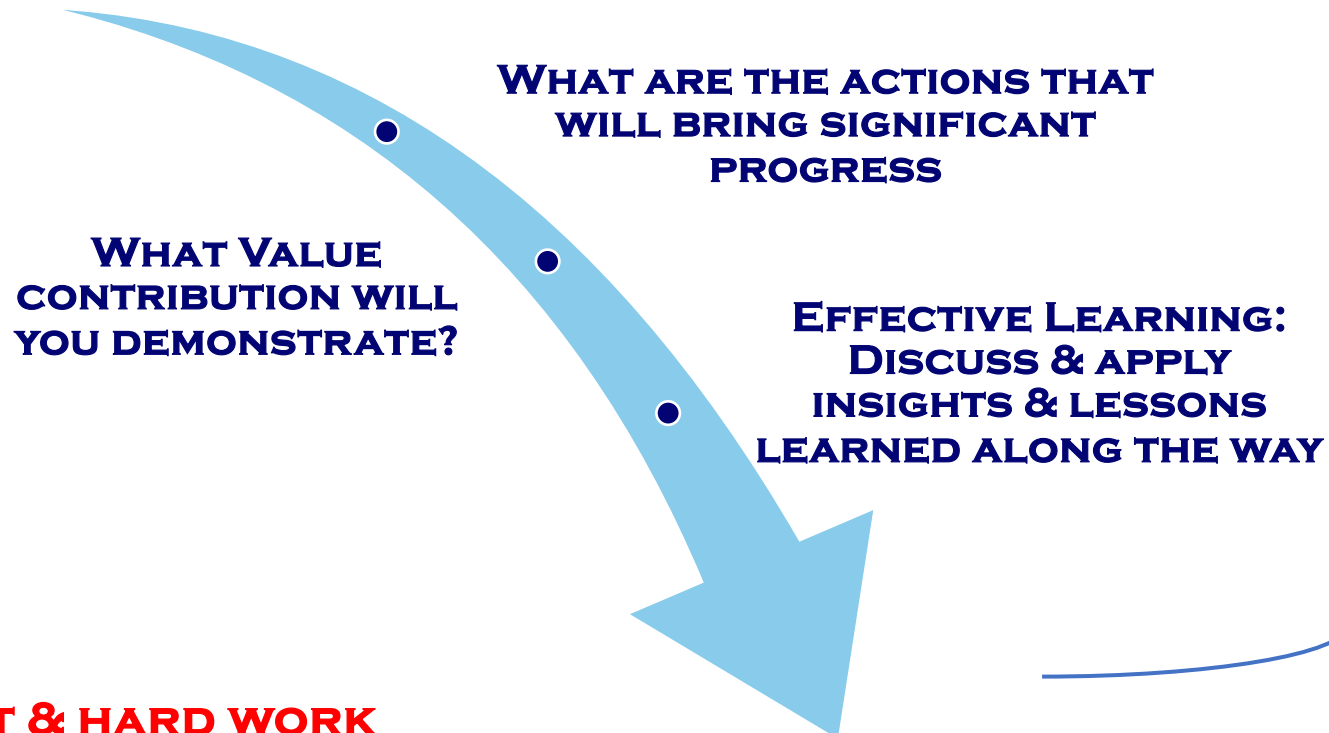
# F.O.C.U.S



## STRIVE FOR IT:

STRIVE FOR INCREASINGLY MEANINGFUL RESULTS, EACH TIME/EVERY TIME

## EFFORT/HARD WORK

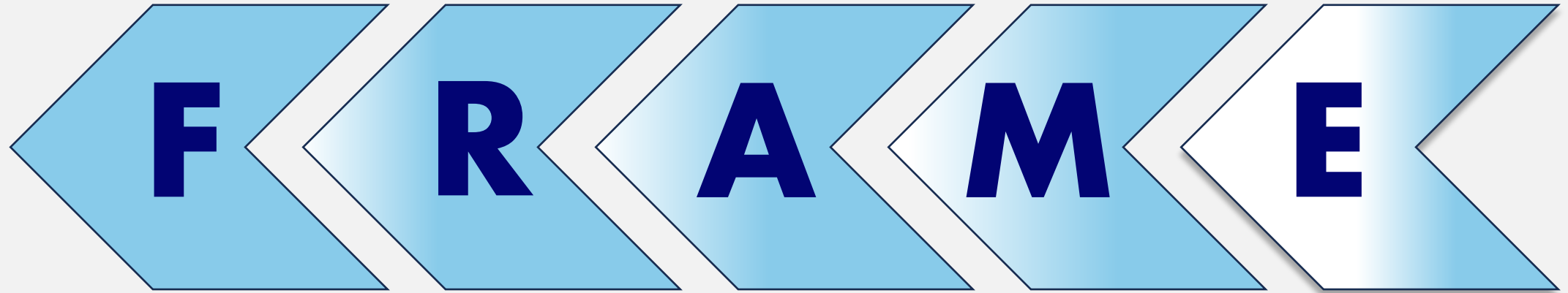


APPROACHING  
EACH CHALLENGE  
WITH THE SAME  
COMMITMENT,  
MAKES IT EASIER  
TO TACKLE THE  
NEXT ONE.

**“WHILE THE EFFORT & HARD WORK IS CRUCIAL. THE REAL IMPORTANCE LIES IN THE RESULTS”**

# RESULTS

# HOW TO BETTER FRAME



**YOUR  
CONVERSATIONS**





**F**

**F.O.C.U.S**

**F.O.C.U.S THE CLIENT, THE CONVERSATION, & YOURSELF**



**R**

**RESPOND**

**RESPOND STRATEGICALLY TO WHATEVER THE CLIENT ASKS, SAYS, OR DOES**



**A**

**ASK**

**ASK QUESTIONS THAT ARE INTRIGUING TO ANSWER**



**M**

**MONITOR**

**MONITOR PROGRESS, MOOD, & AGREED-UPON ACCOUNTABILITIES**



**E**

**ENCOURAGE**

**ENCOURAGE INCREASINGLY DEEPER F.O.C.U.S & FURTHER EXPLORATION**