



BLUEPRINTS FOR BUSINESS SUCCESS

EFFECTIVE PERSONAL LEADERSHIP

Make a difference in your organization!

Realize your potential for personal leadership through building on strengths,
improving self-image and motivation

Make choices for success by overcoming past conditioning

Overcome obstacles to leadership

Experience self-motivation by altering attitudes, behaviors and habits

Live in harmony with your values

Develop a written, specific success plan

Participants: Business Leaders, Key Individual Contributors

Standard Curriculum: Kick-off plus 8 - 1.5 to 2 Hour Sessions

Custom Curriculum: Add Goal Setting & Communications or Other

Schedule: Open Enrollment Showcase & Custom

Each Session:

Helps you focus on the important issues in your life.

Provides action-oriented exercises to help you develop your plan of action.

Offers feedback for your continuous improvement

One: Your Potential for Personal Leadership

Building on Current Strengths

The Rewards of Leadership

Your Untapped Potential

Self-Image

Self-Motivation

Goal Direction

Two: Making Choices for Success

How Conditioning Works

Sources of Conditioning

Breaking Out of a Conditioned Existence

Your Freedom to Choose

Three: Motivation Through Attitudes and Habits

Satisfying Needs

The Exchange System

Traditional Approaches to Motivation

Motivation Through Attitudes and Habits

Altering Attitudes and Habits

Dealing with Demotivators

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Four: Designing Your Personal Growth

Making Behavior Change
Redesigning Attitudes through Displacement
Types of Affirmations
Supporting Affirmation with Visualization

Five: Developing a Personal Plan of Action

Identification of Goals
Value of Written Goals
Overcoming Obstacles
Anticipation of Benefits
The Motivation of Target Dates

Six: Goal Setting and Personal Leadership

Personal Values and Goal Setting
Goals That Work
Types of Goals
Integrated Personality

Seven: Five Leadership Essentials

Personal Leadership Development
Crystallized Thinking
Written Plans and Deadlines
A Burning Desire
Supreme Self-Confidence
Unshakable Determination
Leadership Essentials as Criteria

Eight: Realizing Your Full Potential

Overcoming Obstacles to Leadership
Positive Expectancy
Creativity
Living an Abundant Life
Where Do You Go from Here?

PERSONAL PLAN OF ACTION

A MESSAGE FROM THE AUTHOR

Paul J. Meyer

GETTING STARTED!

The Total Person™
Steps to Development
Step One: Master Dream List
Step Two: Future Description
Step Three: Personal Mission Statement
Step Four: Wheel of Life™
Step Five: Self-Evaluation Questionnaires
Step Six: Present Strengths
Step Seven: Opportunities for Growth
Step Eight: Personal Values
Step Nine: Personal Priorities
Step Ten: Final Draft Personal Mission Statement
Step Eleven: Overall Personal Values
Step Twelve: Master List of Goals
Step Thirteen: Personal Goals
Step Fourteen: Affirmations
Step Fifteen: Visualization
Step Sixteen: Tracking Progress
Step Seventeen: Accomplishments

1. DREAMS FOR MY FUTURE

Master Dream List
Future Description
Personal Mission Statement Worksheet

2. TOTAL PERSON™ DEVELOPMENT

Wheel of Life™

2.1 FAMILY AND HOME DEVELOPMENT

Self-Evaluation Questionnaires
Present Strengths
Opportunities for Growth
Thought Stimulators for Family and Home Values
Personal Values
Personal Priorities

2.2 FINANCIAL AND CAREER DEVELOPMENT

Self-Evaluation Questionnaire
Present Strengths
Opportunities for Growth
Thought Stimulators for Financial and Career Values
Personal Values
Personal Priorities

2.3 MENTAL AND EDUCATIONAL DEVELOPMENT

Self-Evaluation Questionnaires
Present Strengths

Opportunities for Growth
Thought Stimulators for Family and Home Values
Personal Values
Personal Priorities

2.4 PHYSICAL AND HEALTH DEVELOPMENT

Self-Evaluation Questionnaire
Present Strengths
Opportunities for Growth
Thought Stimulators for Family and Home Values
Personal Values
Personal Priorities

2.5 SOCIAL AND CULTURAL DEVELOPMENT

Self-Evaluation Questionnaire
Present Strengths
Opportunities for Growth
Thought Stimulators for Family and Home Values
Personal Values
Personal Priorities

2.6 SPIRITUAL AND ETHICAL DEVELOPMENT

Self-Evaluation Questionnaire
Present Strengths
Opportunities for Growth
Thought Stimulators for Family and Home Values
Personal Values
Personal Priorities

3. PERSONAL GOALS

Personal Mission Statement
Master List of Personal Values
Master List of Goals
Goal Planning Sheets

4. AFFIRMATIONS AND VISUALIZATION

Affirmations
Visualization

5. TRACKING PROGRESS

Wheel of Life™ Progress and Feedback Summary
Graphing
Graphing Techniques
Sample Graphs
Graph Paper
Goal Tracking Barometer
1 - 31 Day Tracking Sheet
Weekly Goal Tracking Sheet

6. ACCOMPLISHMENTS

Accomplishments