



# APPENDIX: WORKBOOK

## WELCOME!

Welcome to the companion workbook for *Imagine Being in a Life You Love!*

We are glad that you have decided to take responsibility for creating the life you truly desire. As you progress through the exercises in this workbook, you will strengthen the core of your being by identifying those areas within you that give you the power to realize your dreams.

- ◆ You, being the *cause* of designing your life
- ◆ You, being the *opportunity* maker in your life
- ◆ You, being the *reason* for momentum in your life
- ◆ You, being the *energy* responsible for your life
- ◆ You, being the *light* that guides the way for others

To reconfirm your commitment to creating that life, please declare your intention:

I will participate in my own life.

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(Sign here)

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(Date)

So, if you are ready to begin, let's get started!

## ◆ INTRODUCTION

This is what we know about what happens in the process of living: When we are not in the presence of it, we are not present to it. As humans, we often put off designing the lives we love until it is too late. We tend to believe that we have all the time in the world—although our time here is finite. The time to begin authoring the design of your life is now. Don't put off to tomorrow what you must be considering today, whether it is attention to your children, health, marriage, finances, spirituality, or other need. Your time has come to actively participate in your own life.

### *THE PAST*

What did I imagine for myself as a child?

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What did I imagine for myself as a teen?

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What actions did I take to create the life I wanted?

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What was the result of my actions? Did I follow through on them? Did I stop? Why?

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***THE PRESENT***

On a scale of 1 to 5 (with 5 being the best), how do I rate my life today? Why?

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Who am I today?

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Where am I today?

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Is my life what I imagined it would be? If not, why?

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What is working in my life?

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What is not working in my life?

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What is missing in my life?

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Is there something I specifically imagine for myself at this stage of my life?

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### ***THE FUTURE***

What do I imagine for myself in the future?

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What would make me happier?

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Do I see what I imagine for myself as possible or a pipedream? (Be as clear as possible about each of the following areas.)

Family: \_\_\_\_\_

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Career: \_\_\_\_\_

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Faith: \_\_\_\_\_

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Health: \_\_\_\_\_

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Other: \_\_\_\_\_

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What would it take to make these things happen?

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What immediate actions can I take?

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## ◆ PART ONE: IMAGINE BEING THE CAUSE

Many people feel that life just happens to them, and it will, unless you cause the events, the situations, the opportunities, and the miracles you wish to manifest in your life. You have to remember that you do cause the not-so-great stuff, too. Your choices impact the direction of your life. That's why it is critical that you take responsibility for your choices. Even in the worst of times, when you want to blame others, you must acknowledge that you played a role in it, large or small. Owning your responsibility for who you are and how you turn up in the world is a giant leap toward realizing that you are the cause of being where and what you are.

What am I willing to cause or create in my own life?

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What am I taking responsibility for in my life?

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Where am I assigning responsibility to someone or something else for things in my life?

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### Assessing Your Life

If I were free to choose and knew that I could not fail, what would I choose for myself?

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What is really stopping me from making these choices? Is it that I am fearful to make them? Is it that I don't know how to go about making them happen? How can I progress with what I would really choose?

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On a scale of 1 to 5 (with 5 being the best), how do I rate my happiness in the following areas?

- |                  |       |               |       |
|------------------|-------|---------------|-------|
| 1. Health        | _____ | 5. Job        | _____ |
| 2. Fitness       | _____ | 6. Family     | _____ |
| 3. Love          | _____ | 7. Relaxation | _____ |
| 4. Relationships | _____ |               |       |

Where do I need to focus attention?

Health \_\_\_\_\_

Fitness \_\_\_\_\_

Love \_\_\_\_\_

Relationships \_\_\_\_\_

Job \_\_\_\_\_

Family \_\_\_\_\_

Relaxation \_\_\_\_\_

Is there anyone I need to talk to about the changes I see for myself in the areas I have identified?

Health \_\_\_\_\_

Fitness \_\_\_\_\_

Love \_\_\_\_\_

Relationships \_\_\_\_\_

Job \_\_\_\_\_

Family \_\_\_\_\_

Relaxation \_\_\_\_\_

What (if anything) do I need to forgive myself for with what I have done/not done in the past?

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What (if anything) do I need to forgive others for with what they have done/not done in the past?

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What mistakes have I made that I am now willing to accept and learn from?

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Am I using TEMP excuses to keep me from doing what I truly desire? If so, how?

Time \_\_\_\_\_

Energy \_\_\_\_\_

Money \_\_\_\_\_

People \_\_\_\_\_

### ***Define Who and Where You Want to Be***

How would I define happiness if I were talking to a friend?

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How will I take responsibility for my own happiness from this day forward?

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How do I spend most of my time, energy, and money? With whom do I spend most of my time?

Time

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Energy

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Money

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People

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From what I listed above, what is revealed about where I seem to be placing my commitments? Are these commitments conscious commitments, habits, or duties and obligations?

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What do I need to stop doing?

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What am I dissatisfied with most in my life?

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Use the Change Equation— $D > (V + K + C)$ —to evaluate your resistance to this change.

My dissatisfaction:

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My vision for what I want in life:

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My steps for attaining that vision:

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The costs or consequences of my change:

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## Create a Lifeline

Who are the five people I can ask to be my lifelines?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

What do I want my lifelines to help me focus on?

Family: \_\_\_\_\_  
Career: \_\_\_\_\_  
Faith: \_\_\_\_\_  
Health: \_\_\_\_\_  
Other: \_\_\_\_\_  
\_\_\_\_\_

List why these areas are important to you.

Family: \_\_\_\_\_  
Career: \_\_\_\_\_  
Faith: \_\_\_\_\_  
Health: \_\_\_\_\_  
Other: \_\_\_\_\_  
\_\_\_\_\_

What can my lifelines personally do to help me in these areas?

Family: \_\_\_\_\_  
Career: \_\_\_\_\_  
Faith: \_\_\_\_\_  
Health: \_\_\_\_\_  
Other: \_\_\_\_\_  
\_\_\_\_\_

## PART TWO: IMAGINE BEING THE OPPORTUNITY

You will begin to realize that the possibilities for your life and your contributions in the world are whatever you choose to create. Then once you begin to “dream,” you must attain focus. Letting your imagination run wild is exactly what you should do. Once it has galloped through sea, desert, and land, rein it in and really focus on what you imagined, and then how you will make it possible. Creating opportunities is not a difficult task. You must be willing to put yourself out there. What feels like a risk is likely not that much of a risk at all. Better to have tried and been turned down than to not have tried.

### *Take Advantage of the Big O*

What possibilities do I see for myself?

Family: \_\_\_\_\_

Career: \_\_\_\_\_

Faith: \_\_\_\_\_

Health: \_\_\_\_\_

Other: \_\_\_\_\_

If there were no limitations, what opportunities would I seek for myself?

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Where might I look for new opportunities?

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Are there any reasons, excuses, or explanations that I have that are getting in the way of my possibilities?

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Who can I talk to about the opportunities that might be available to me?

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Where can I go to do research for my possibilities (library, Internet, networks, and associations)?

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When I look at the opportunities, what problems do I see in creating them?

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Am I willing to confront the problems? If not, why?

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If not, am I willing to seek help?

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What boundaries have I put in place that will not allow me to have the life I love?

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What am I saying to others and myself about the circumstances I find myself in today?

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If I am I willing to create the opportunities despite my circumstances, how will I go about it?

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What obstacles do I see when I look at creating opportunities in my life? What opportunities have I imagined that I have not taken because of the fear or concern for the risk that they bring?

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What courageous actions do I need to take now?

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As of one year from today, what do I want my life to look like?

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*Be the Author of Your Possibilities*

What do I believe is possible?

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How do I want to invest my time?

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What skills and talents do I have?

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If I could transform myself and my life, how would I feel each day?

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How will I go about creating my possibility?

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What do I already have that helps me create my possibilities?

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What else might I need?

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How can I alter my behavior, thoughts, and actions to achieve what I want?

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What can I read and who can I talk to keep me focused on my possibilities?

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Who inspires me in the way they create their own possibilities? Can I talk to these people or read about them?

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***Declare Your Intentions***

On a scale of 1 to 5 (with five being the highest), how committed am I to my intentions? If less than 5, why?

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What are my Top 5 intentions for the coming year? (I need to write out in a specific way what I want to create for myself, how I will make it happen, the intended result, and the time frame for it.)

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2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
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4. \_\_\_\_\_  
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5. \_\_\_\_\_  
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How will I be flexible, adaptable, and maybe even courageous in making these five things happen for myself?

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What Super Champions do I want sitting at my roundtable?

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Here is my round table. (Draw it here.):

What questions do I have for my Super Champions?

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What am I requesting of each of them?

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What actions do I want them to take on my behalf?

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***Write Your Plan***

Use the following pages to create your progress plan.

I AM HERE

INTENTION

ACTION

TIMELINE

EMOTIONAL

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Gap

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Progress Report

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

HEALTH

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Gap

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Progress Report

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I AM HERE

INTENTION

ACTION

TIMELINE

FINANCES

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Gap

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Progress Report

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

**FAMILY**

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**Gap**

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**Progress Report**

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I AM HERE

INTENTION

ACTION

TIMELINE

FAITH

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

**FUN**

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**Gap**

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**Progress Report**

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I AM HERE

INTENTION

ACTION

TIMELINE

**RELATIONSHIPS**

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**Gap**

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**Progress Report**

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**I AM HERE      INTENTION      ACTION      TIMELINE**

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**Progress Report** \_\_\_\_\_  
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I AM HERE

INTENTION

ACTION

TIMELINE

PERSONAL

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Gap

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Progress Report

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

**COMMUNITY**

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**Gap**

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**Progress Report**

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

**EDUCATION**

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**Gap**

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**Progress Report**

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**I AM HERE      INTENTION      ACTION      TIMELINE**

**VACATION**

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**Gap**

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**Progress Report**

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I AM HERE

INTENTION

ACTION

TIMELINE

RELAXATION

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Gap

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Progress Report

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**I AM HERE      INTENTION      ACTION      TIMELINE**

**WEALTH**

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**Gap**

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**Progress Report**

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**I AM HERE**

**INTENTION**

**ACTION**

**TIMELINE**

**BUSINESS**

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**Gap**

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**Progress Report**

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I AM HERE

INTENTION

ACTION

TIMELINE

HOME

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Gap

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Progress Report

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I AM HERE

INTENTION

ACTION

TIMELINE

OTHER


Gap

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## *Play Your Choice Cards*

What are the “ah buts” that could get in my way of achieving my intentions? What comes into my mind when I look at my plan for my life?

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Are my choices working for me? Are the choices helping me to progress toward a life I love? If so, how?

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What do I choose to feel good about?

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What do I choose to feel badly about?

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How will I handle those things that I choose to feel badly about?

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Who can help me deal with those things that I choose to feel badly about?

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### ◆ PART THREE: IMAGINE BEING THE REASON

Remember, life does not always work out smoothly. It is full of PINGs, uncertainties, complexities, and change. You live in a vibrant, ever-changing world that requires you to be tolerant, flexible, adaptable, and agile. You have to bend and twist on the journey to deliver on your intentions. You may have to go round, over, or through obstacles to get to where you need to be. It may not simply work out in a straight line from A to Z.

#### *Manage Life's PINGs*

What have been the major PINGs in my life?

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Are there some PINGs that have become reasons, explanations, or excuses for the way I live my life now, or that could adversely impact how my life will go in the future?

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Which PINGs have unexpectedly made me stronger?

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Here are the simple PINGs that affect my life:

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Here are the significant PINGs that affect my life:

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Here are the swift PINGs that affect my life:

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Here are the sweeping PINGs that affect my life:

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Where am I sensing a loss of power?

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What can I do about it, and who can I turn to?

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## *Develop Your Unshakable Belief System*

Do I have a belief system in place to handle any obstacle I may come across? Describe it.

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Do I truly believe that realizing my intentions is possible? Why do I believe it?

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Why do I believe others will help me with my intentions?

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Why am I the constant in the midst of life's variables? What is it about me that will allow me to face all challenges?

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## *Master the Setbacks*

Am I seeing my life as the creator or victim of it? Why?

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What are the barriers I am seeing, and how can I overcome them?

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Can I gain mastery over the setbacks? What will I need to improve in myself to gain this mastery?

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If I cannot gain mastery over setbacks, what am I saying about them? What help do I need?

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What help is currently available to me to get through the setbacks?

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If I am not getting what I want and the setbacks have stopped me, what new actions do I need to take now?

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What do I notice about the reactions I have to setbacks?

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Do setbacks make me annoyed, frustrated, or angry? What alternative responses do I need to employ?

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Am I spending more than twenty-four hours complaining about what is happening to me? Have I outlived my Special Person Day (SPD)?

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Where am I wallowing in my misfortunes? Am I willing to stop?

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What is not going my way?

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What is getting in my way?

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How can I get through what is in my way?

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How can I take back control of my life?

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### *Make Course Corrections*

What new actions can I now take to move forward with my imagined life?

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Are there any course corrections I now need to make? What new paths or directions can I take?

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Do I need to find a new purpose in my life?

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Do I adapt easily to new actions or directions, or do I struggle to change?

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What could I do to adapt more easily to change?

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Do I need to review my plan for where I want to be in life? What changes do I see that I can make?

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What structure do I have in place to keep me on track with my intentions? If I do not have one, what do I need to do to keep on track?

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Is passive hostility crippling my dreams and leaving me powerless? If so, how can I replace the hostility with positive actions?

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In order to identify what might be making me hostile, I need to first identify what is making me grateful for my life. Here is what I have now in my life:

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Here is what I want in my life:

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Here are those things I am being passively hostile about:

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## ◆ PART FOUR: IMAGINE BEING THE ENERGY

Your energy is connected to your personal power, the power you have within yourself to take the necessary actions to be in a life that you love. Your personal power comes from being the cause of your life, creating and developing opportunities for what is important to you. Your energy comes from facing up to, taking hold of, and overcoming the setbacks that you experience. It is what will propel you forward to realizing your intentions and attaining your goals. Your energy will also attract others who bear witness to who you are and how you are showing up in the world, and their support will help you sustain. As you put one foot in front of the other, and take one action and then the next, you will find yourself in a new place of expectation.

### *Harness the Momentum*

What gives me energy in my life? When, what, where, and with whom do I feel invigorated?

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Where do I experience a lack of energy? Do I need to avoid those things and people with whom I sense a lack of energy?

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What have I been focusing on as the priorities in my life?

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What intentions have fallen by the wayside as I focused on the above?  
What will I do about it?

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Where am I using displaced energy? Where am I caring too much for others and not caring enough for myself? How do I find a balance?

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Where and with whom do I need to make new agreements about what time and attention I can give?

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Are there any old agreements I have with my family, friends, colleagues, or others that I need to review now?

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What new agreements do I need to put in place with them?

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Am I taking action—doing something each and every day—however small, to forward the momentum with my intentions? What could I be doing?

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Who can help me remain on course with my intentions?

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Where have I taken action? Where have I not taken action?

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What do I need to do right now for actions I have not taken?

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What is stopping me from taking these actions? What will I do about it? Whose help do I need?

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Does each intention continue to be important to me? If so, what will I do? If not, what will I change?

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What are the costs and consequences of me not taking the actions necessary to forward my intentions?

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If I look forward toward the end of my life and realize that I did not accomplish all that I set out to do, what will I say has stopped me?

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What will allow me to say, "Well done, you! You achieved your imagined life!"?

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## *Use Your Personal Power*

Am I following the Imagine Being method for being in a life I love?

I – Instigate change and create a challenge for yourself.

M – Move—take action!

A – Access my inner confidence and belief system.

G – Get over complaining.

I – Involve my lifelines.

N – Nurture my choices.

E – Embrace and develop a plan.

B – Be accountable.

E – Eliminate my setbacks.

I – Involve my Super Champions.

N – Navigate my course corrections.

G – Give and accept assistance.

Which of the above do I need to focus on more?

I \_\_\_\_\_

M \_\_\_\_\_

A \_\_\_\_\_

G \_\_\_\_\_

I \_\_\_\_\_

N \_\_\_\_\_

E \_\_\_\_\_

B \_\_\_\_\_

E \_\_\_\_\_

I \_\_\_\_\_

N \_\_\_\_\_

G \_\_\_\_\_

What questions do I have about the way forward for each of my intentions?

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Whose help do I need in the areas noted above?

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### *Share and Sustain Your Accomplishments*

Do I believe in my own greatness? Why?

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What big accomplishments do I want to celebrate?

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What small accomplishments do I want to celebrate?

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How will I celebrate my accomplishments?

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How can I share my accomplishments with others?

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Are there people I could coach, mentor, or advise on what I have accomplished for myself?

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Are there any new or revised intentions I wish to make now (without becoming an intentions junkie!)?

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Who do I need to support me in maintaining my accomplishments?

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Have I used any of the following to help me set goals and celebrate my accomplishments?

Diary \_\_\_\_\_

Progress charts \_\_\_\_\_

Events \_\_\_\_\_

Storyboards and collages \_\_\_\_\_

Telephone calls and coaching \_\_\_\_\_

Committed listeners \_\_\_\_\_

## ◆ PART FIVE: IMAGINE BEING THE LIGHT

There exists a fifth element that will complete you. Being in a life you love means sharing love with those around you. It means being a light to others—your family, your friends, your co-workers, your church, your community, and your world. As you imagine being in a life you love and begin living it, you will realize that your light will shine from within. As the true you comes into being, others will notice your “magical presence.” Your light will be a reflection of your spirit, your thoughts, your actions, and your beliefs.

### *Your Light*

When I look at people who appear to have a magical presence, what do I notice about them?

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Who has been the light for me?

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Where can I be the light for others?

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From whom am I willing to accept help?

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Who has offered me help in the past that I did not accept?

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What ten ways can I bring light to others?

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

What ten places in my community can I bring light to others?

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

Who do I want to help immediately?

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When I think about those people who have great meaning in my life, what did they do to earn that place in my heart?

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How would I feel if someone acknowledged me as a light in their life?

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Where, with whom, and in what way do I want to be the light for others?

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Who do I think would add me to their list of lifelines or Super Champions?

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## *Spreading the Light*

Where do I believe people are in need and where do I want to help  
(without duty or obligation)?

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Who, specifically, needs my light right now?

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What do I see in the value of connecting?

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Who can I connect with in the coming weeks and months? How can I  
connect with them?

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What stories do I have to share that could help others with their lives?

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How can I share my stories (e-mail, blogs, phone calls, meetings)?

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Do I want to be a member of a global community devoted to reaching out to others, especially those in need?

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Have I joined the *Imagine Being* Community ([www.ImagineBeing.com](http://www.ImagineBeing.com))? If so, why? If not, why?

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