



Your Best Life Yet

WORKBOOK

SANDY LEONG

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Introduction

Sandy Leong

Sandy Leong has had 3 careers and is currently working on her fourth. She started her working life as a teacher, she then moved on to work as a training and development officer before becoming the Chief Officer of a Racial Equality Council.

Seeking more work / life balance she set up a training business delivering training to a wide range of organisation all over the country and abroad (the work / life balance did not materialise!) She also undertook training qualifications and trained as a performance coach and a counsellor.



Now she combines her lifelong passion for history as a professional speaker, speaking nationally and internationally, and as a coach and trainer working with others to help them develop their skills to reach their potential and also sneaking in a few storytelling performances.

Believing in having multiple strands creates a fulfilling life she is a published author, and currently Chair of the Board of Trustees for a large Charity and Chair of her local museum committee, a wife, a mum, and grandparent.

WELCOME.....

...to Your Best Life Yet, 2 coaching sessions to get you thinking about what you would like to do with your life now. Maybe you have retired or are about to retire, maybe you are looking around for ideas, wondering how you use your time in a different way.

This is an opportunity to spend some time reflecting on what could be Your Best Life Yet

WORKBOOK

Use this workbook as a record of your thoughts, ideas, and discussions. Come back to it and reflect on what you have written.

Write your plans down so you can check on your progress.

Getting Started

“You don’t have to be great to start, but you have to start to be great”

Zig Ziglar

Thinking about Yourself

One thing on your bucket list that you still have to achieve.

(if you have not got a bucket list, what is the first thing you would put on it if you were to write one?)

Think of one thing that you would say you are passionate about / always gets your interest when it is mentioned?

'State'

What is your 'State' today? This is not suggesting that you are 'in a state', in the more colloquial usage of the word 'state'. It is thinking about what is going on for you at this moment.

Our 'state' can change our view on things because how we perceive things is usually in direct relationship to our 'state'

If you are in a 'state' that you would describe as happy or enthusiastic you are more likely to make a success of what you are about to undertake as opposed to the times when you would describe your 'state' in negative terms.

In a typical day most people go through a whole range of states. Some are experienced as positive, some as negative, and some as neutral. Some 'states' last a few seconds, others go on for longer.

Many people are often unaware of how they are feeling for a lot of the time, so recognising what 'state' you are in is the first step to be able to change it, if you need to.

Human beings are able to choose their 'state' and are able to run their own brains, rather than it running them. That is, everyone is in control, and they don't have to go with the 'state' they find themselves in. We can choose our 'state' when we are well and healthy.

Q. How would you describe your 'state' today?

Your 3 Possible Futures

We all have 3 possible futures

PROBABLE

POSSIBLE

PREFERABLE

Probable – this is your future if you change nothing and continue as you are.

Possible – this is all the possibilities that you can think of now and many, many more that you cannot think of unless you open your mind.

Preferable – this is the future you would choose out of all the possibilities you have thought of.

To have your preferable future you will have to make changes to what you are doing now. This can be an uncomfortable process. It can also be an exciting and interesting journey when you decide to make it.

Engage in some reflection to decide exactly what your preferable future will look like.

Values

Read through the list of values and mark each one that is important to you. Add any of your own that are important to you that are not on the list.

Achievement	Freedom	Justice	Security
Adventure	Growth	Kindness	Self-discipline
Beauty	Happiness	Knowledge	Self esteem
Charity	Health	Leadership	Service
Community	Honesty	Love	Spirituality
Creativity	Honour	Peace	Strength
Dignity	Humility	Power	Supportiveness
Ethics	Independence	Pride	Surrender
Family	Individuality	Reason	Trust
Friendship	Integrity	Respect	Truth
Fun	Intimacy	Risk	Wisdom

Now choose the 10 most important to you:

.....

.....

.....

Out of the above 10 choose the top 3 most important:

1.....2.....3.....

What makes you happy?

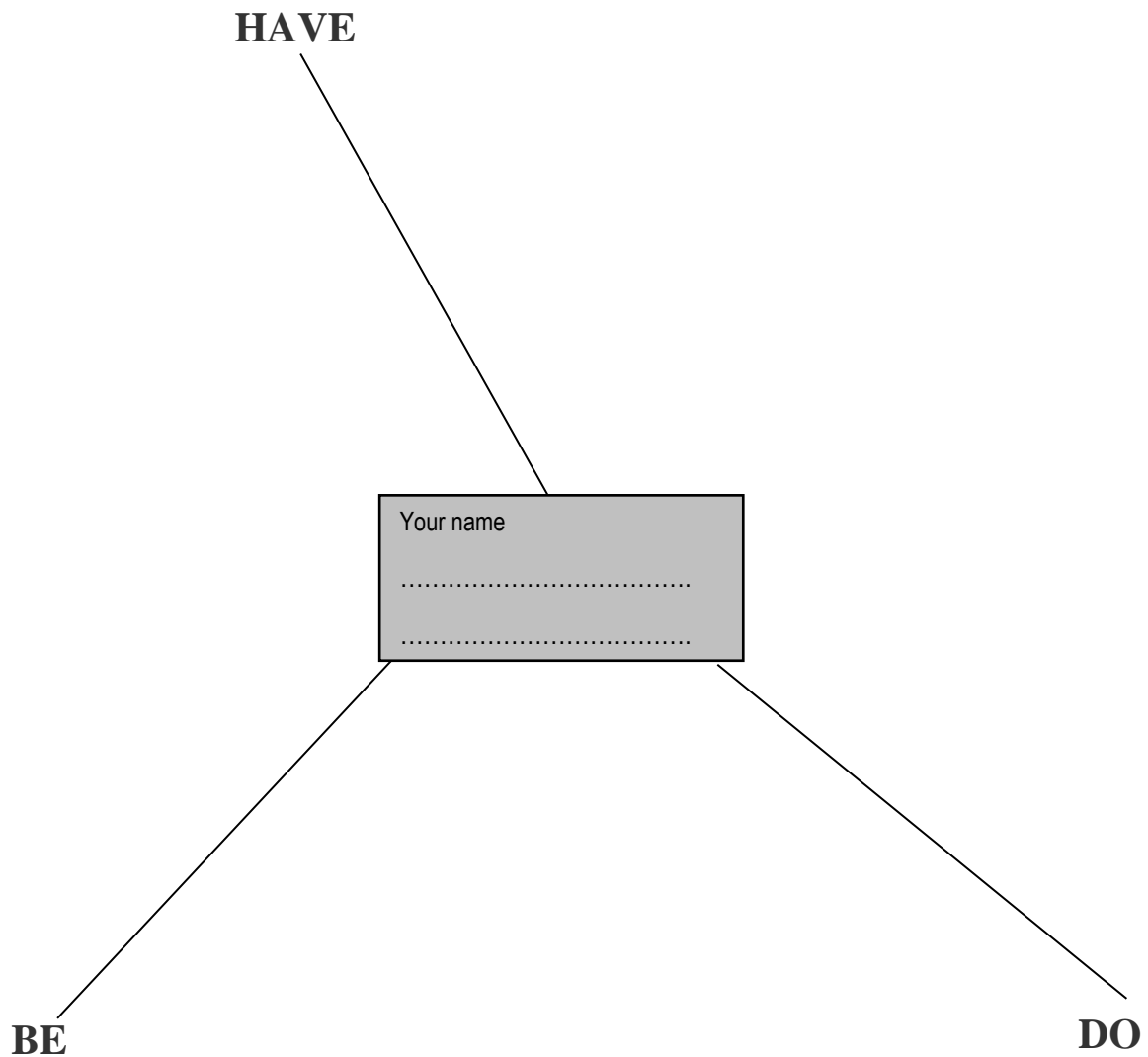
Make a list of 50 things that make you happy; from the small, e.g. smell of freshly ground coffee, to the larger, e.g. a trip to the theatre, a holiday.

1	26
2	27
3	28
4	29
5	30
6	31
7	32
8	33
9	34
10	35
11	36
12	37
13	38
14	39
15	40
16	41
17	42
18	43
19	44
20	45
21	46
22	47
23	48
24	49
25	50

Changing Things in Your Life

“Go confidently in the direction of your dreams. Live the life you have imagined”
Thoreau

What do I want to BE / HAVE / DO?



Reflection

Who must I **BE** and what must I **DO** so that I can **HAVE**?.....

What have I learnt about myself?

It might help your thinking to fill in the diary sheet on the next page and answer the questions on page 10.

Thinking About You

“People are just about as happy as they make their minds up to be”

Abraham Lincoln

Make a list of what you did last week by filling this diary:

	MON	TUES	WED	THUR	FRI	SAT	SUN
morning							
afternoon							
evening							

Now, answer the following questions:

1. What did I really enjoy doing last week?
2. Why did I really enjoy doing it?
3. What did I do that I didn't enjoy?
4. Why didn't I enjoy it?
5. What did I do that is on reflection a habit, something I always do and perhaps I'm not sure why I'm doing it?
6. How much time was I just 'plodding along' doing things that I neither like nor dislike, enjoy or hate, but gets me through the week.
7. What did I do last week that is getting me nearer to what I want to do/achieve?
8. Think about what your answers to questions 1-7 are telling you about your present life.

SESSION 2

Think of something that you did last week that made you feel alive, you enjoyed and, interested you.

I enjoyed.....

Why did you enjoy this?

Think about something you did last week that you would like to do more of.

Why would you like to do more of it?

Think of 3 things that you would like to do less of. Choose things that you really could do less of, (*we know we cannot drop some responsibilities and the maintenance tasks that have to be done for ourselves and others*).

1.

2.

3.

BALANCING LIFE

Think about how you feel each area of your life is going.
Give each one a score 1 being not good, 5 being great

HEALTH - general fitness, weight, diet

1 2 3 4 5

WORK - your job, any paid work you undertake

1 2 3 4 5

VOLUNTEERING – time you give to helping others (*formally or informally*)

1 2 3 4 5

FAMILY – partners, children, grandchildren

1 2 3 4 5

LEISURE – hobbies, pastimes, interests, friends, socialising

1 2 3 4 5

MONEY – financial security

1 2 3 4 5

CURIOSITY – interests and time spent taking on new information and skills

1 2 3 4 5

Thinking about what you want to do

Designing the Life You Want

“A goal without a plan is merely a wish” Antoine de Saint-Exupery

Write all your ideas of what you want to do in the box below, in as much detail as possible; or draw a picture of yourself doing it (them).

Before we make a plan we need to know what we are planning for. We would not plan a journey without deciding on the destination. So we have to decide upon our destination.

What would you like to do to make this a great time of your life? You could create a portfolio of all the things that will make you feel fulfilled, interested, and excited about life.

This will be different for everyone.

All the things I want to do that interest and excite me.

What Might Stop You?

“Whether you think you can or think you can’t, you are probably right”
Henry Ford

Complete the following sentences:

When I think about what I want to do (in life) the following thoughts come into my head.

I can’t do this because

.....
.....
.....

It’s hard for me because

.....
.....
.....

I’m not up to it because

.....
.....
.....

I could never do it because

.....
.....
.....

I’m no good at

.....
.....
.....

NOW THINK OF 3 THINGS THAT YOU HAVE ACHIEVED THAT YOU ARE PLEASED ABOUT. (small or big)

1

2

3

MY GOAL(S)

Turn the things you want to do into goals and write them down.

.

GOAL 1DATE TO ACHIEVE IT

GOAL 2.....DATE TO ACHIEVE IT

GOAL 3.....DATE TO ACHIEVE IT

What will you do first?

What will you do next?

Who else might you involve in plan?

'Life is a great big canvas; you should throw all the paint on it you can'
Danny Kay

Your Plan in Detail

YOUR GOAL:

Today I will . . . (date).....
Actions:

Next week . . . (date).....
Actions:

Week 2 . . . (date).....
Actions:

Week 3 . . . (date).....
Actions:

Week 4 . . . (date).....
Actions:

Week 5 . . . (date).....
Actions:

My Perfect Day

My Perfect Day

Write about your perfect day – start with when you get up. What time you get up and what you do then. Go into as much detail as you can. Finish with going to bed.

My Perfect Day.....

I do know
where I'm
going...



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