



Create Your Own Life!

Your Personal Development Plan - Life Plan Workbook

Written and developed by Suzanne Glover for
Effective-Positive-Thinking.com

DISCLAIMER AND COPYRIGHT NOTICE

This Disclaimer applies to each visitor to effective-positive-thinking.com who downloads this "Create Your Personal Development Plan" Workbook. While the information contained within this workbook is believed to be accurate, no guarantee is given that the information provided in this workbook is correct or complete.

The materials contained in this workbook are provided for general personal development purposes only and do not constitute medical, legal, financial or other professional advice on any subject matter, nor are they meant for use as medical diagnosis or replacement of medical advice. SUZANNE GLOVER ENTERPRISES, INC., a California corporation, SUZANNE GLOVER and EFFECTIVE-POSITIVE-THINKING.COM do not accept any responsibility for any loss which may arise from reliance on information contained in this program. Although the methods suggested in this workbook have been proven effective, there are no guarantees of success associated with the use of this workbook as individual results may vary according to application, which application is not under the control of Effective-Positive-Thinking.com.

Permission is given for the downloading and temporary storage of this program for the purpose of viewing on a personal computer. The contents of this workbook are protected by copyright under international conventions and, apart from the permission stated, the reproduction, permanent storage, or retransmission of the contents of this program is prohibited without the prior written consent of SUZANNE GLOVER ENTERPRISES, INC., a California corporation, SUZANNE GLOVER and EFFECTIVE-POSITIVE-THINKING.COM. **No content within this workbook may be reproduced for commercial purposes.**

Some links within this program may lead to other websites, including those operated and maintained by third parties. SUZANNE GLOVER ENTERPRISES, INC., a California corporation, SUZANNE GLOVER and EFFECTIVE-POSITIVE-THINKING.COM include these links solely as a convenience to you, and the presence of such a link does not imply a responsibility for the linked site or an endorsement of the linked site, its operator, or its contents (exceptions may apply).

This workbook and its contents are provided "AS IS" without warranty of any kind, either express or implied, including, but not limited to, the implied warranties of merchantability, fitness for a particular purpose, or non-infringement. Use of this workbook is done at user's own risk.

Reproduction, distribution, republication, and/or retransmission of material contained within this workbook are prohibited unless the prior written permission of SUZANNE GLOVER ENTERPRISES, INC., a California corporation, SUZANNE GLOVER or EFFECTIVE-POSITIVE-THINKING.COM has been obtained. For further terms and conditions, please see the full disclaimer at www.effective-positive-thinking.com.

Copyright 2011
All rights reserved

Create Your Own Life!

Your Personal Development Plan – Life Plan Workbook

Congratulations on taking advantage of this opportunity to intentionally “set your sails on the sea of life” rather than having your “ship blown around in all directions by every gust of wind.”

INTRODUCTION

As I begin to write this workbook, I am setting my intention to write a workbook that gives you meaningful instruction and serves you well. Just as I am setting my intention for this particular purpose by taking a moment to be still and collect my thoughts, so you can use this personal development plan guide to do the same for your life.

As you begin, you will set your intention for living a life that you desire, followed by making plans and taking action. If you remain open to the creative process during your exploration of your life through the use of this workbook and keep a spirit of “adventure and curiosity,” this endeavor can be very fun, exciting and empowering.



To keep this workbook short and to the point, I have placed blue boxes (like this one) within this manual that contain [links that look like this](#). To get the full benefit of each section of the workbook, visit the links within these blue boxes for my expanded information or suggestion for that topic.

At the end of the workbook, I've also included the full urls for all the links in this guide so you can cut and paste them into your browser in case your PDF browser won't click on them inside the workbook itself.

IMPORTANT: As you go through these exercises, keep them light and fun. Don't think too much about them – what I am looking for with each exercise is your first reaction.

I suggest that you quickly read through the entire workbook to get an overview of the process and THEN go back and do the exercises. Give yourself time to allow this process to unfold. And have fun with it!

SECTIONS OF WORKBOOK

1. HOW ARE YOUR EMOTIONS
2. SETTING PRIORITIES
3. WHERE MANY OF US STAND TODAY
4. YOUR SOLUTION
5. WHY DEVELOP A PERSONAL DEVELOPMENT PLAN
6. LET'S GET STARTED
7. PRE-PLAN WORKSHEET
8. PERSONAL DEVELOPMENT PLAN TEMPLATE
9. PROGRESS CHART
10. BLANK WORKSHEETS AND TEMPLATE

You may also like these articles:
(Click on Images)



Electronic Mind Control



Stop Mind Chatter

HOW ARE YOUR EMOTIONS?

Let's start with an "emotional evaluation test." Since our emotions are pivotal to our success, here's where you'll see how often you experience positive emotions, and how often you experience negative emotions. Finding which end of the emotional spectrum you are "living in" most of the time, gives you a starting place for change and improvement.

Rate each of the following questions regarding your emotions and feelings using the following numbers for the frequency that you feel these emotions:

1. Never
2. Rarely
3. Occasionally
4. Often
5. Always



Question	1 Never	2 Rarely	3 Occasionally	4 Often	5 Always
How often do you feel like a victim?					
How often are you sad?					
How often do you lose your temper?					
Do you procrastinate when trying new things?					
How often do you cry from despair?					

If you answered with 4 and 5's most of the time to these questions, then hopefully this has given you the awareness that your emotions are a bit stuck with anger, frustration, sadness, pity, guilt and boredom.

Now let's do it again with a different set of questions:

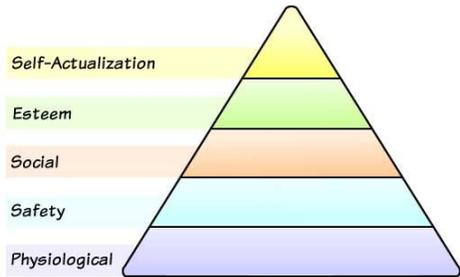
Question	1 Never	2 Rarely	3 Occasionally	4 Often	5 Always
Do you feel satisfaction with your life?					
How often do you feel pure joy?					
How often are you truly grateful?					
Are you hopeful?					
How often do you feel bliss?					

If you answered with mostly 4's and 5's to these questions, then you are in a good place to manifest your desires.

If you rarely or never feel any of these "happy" emotions, you must find a way to start guiding your emotional "set point" to becoming happier and happier because when you are in a happy, joyful state, you are able to manifest new things into your life. This "feeling happy" is especially true if you want to manifest money, which is pivotal to your success in attracting material dreams. I discuss this concept in further depth in "[The Effective Positive Thinking Program](#)."

If your emotions are frequently angry, frustrated, sad, depressed or hopeless, a good first step would be to learn how to change your self talk. Once you change your self talk, you start changing your body's chemistry to becoming addicted to being positive. Here is a link to my "[Positive Self Talk: How to Get It and Make it Automatic](#)" article. Go ahead and read that article now because it gives you some pretty good tips. I'll wait for you here...

Next, take a moment to read my "[Benefits of Positive Thinking: Unquestionably the One that Motivates](#)" article. It explains why you want to stay positive for a consistent period of time, and offers an easy solution to help you get started. Take your time reading these articles, I've got plenty of time to wait for your return...



Maslow's Hierarchy

SETTING PRIORITIES

Next, let's take a look at the different areas of our lives and see where we spend most of our time. According to Maslow's Hierarchy, our priorities should look like the chart to the left, starting with the foundational health, wellness and safety at the base of the pyramid.

Next, we have a modern adaptation of Maslow's hierarchy showing good balance. Reading from the bottom up:

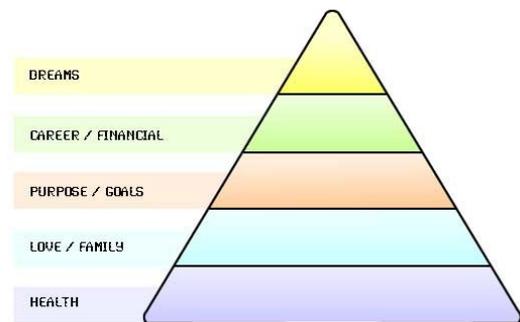
Health: Everything starts working in your life when you have energy in your body and clarity in your mind.

Love/Family: When you have good social networks and feel connected and loved you are more likely to be successful and live longer. Once you feel supported, you start looking toward the next step, which is...

Purpose/goals: When you find your purpose in life, your career naturally follows...

Career/financial: When you have health, love, family and know your true purpose and goals, you have the energy, support and vision to create your financial world the way you desire.

Dreams: Only when all of the parts of your life are in balance and good working order are you likely to realize your true dreams in life.



WHERE MANY OF US STAND TODAY

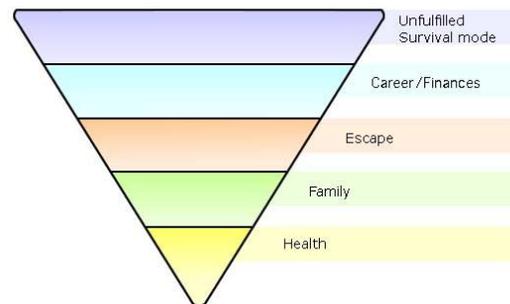
Sadly, because of the many demands of modern living today, many of us "flip" the pyramid so it looks more like this chart to the right...

Instead of our health being the broad foundation that supports our lives, it gets neglected, as does family and social needs, which are necessary for our true emotional successes in life.

Escape replaces the pursuit of our purpose and goals as we immerse ourselves in media and addictions to help us forget that we're not pursuing our dreams.

Eventually, we end up in "survival mode" which includes exhaustion, overwhelm, foggy thinking, stress, burnout and other negative feelings for the bulk of our lives because we're trying to make ends meet financially as well as keep up with modern life's demands.

All of which makes our lives "teeter" off balance.



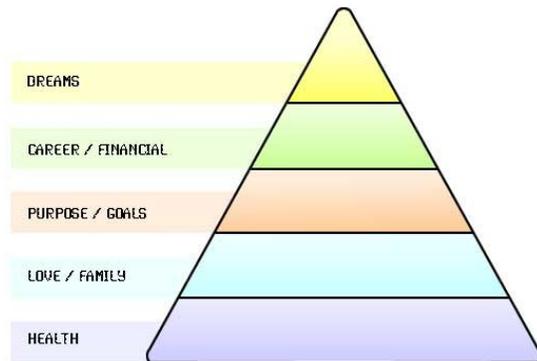
YOUR SOLUTION

So, what do we do about our out of balance and “teetering” pyramid? Create a personal development plan that flips the pyramid upright again.

This give you the focus to make plans for each section of your life to create balance and keep the overall “big picture” in view.

To get there, however, we're going to do a little bit of each section of life simultaneously so we can bring balance into our lives right away. The sections of this workbook address each section of the pyramid.

So, during your time with this workbook, your “pyramid” will look like this next chart below as you devote equal time to finding answers for each part of your life:



WHY DEVELOP A PERSONAL DEVELOPMENT PLAN?

I've listed the top five benefits of developing a personal development plan in my article entitled, [*“Develop a Personal Development Plan: How To Do It and Why You Need One.”*](#) There's also a quick “pre-plan, getting started” exercise that really sets you on the right path.

Go ahead and [click on this link](#) to go there now, read it and come back when you're done. I'll wait for you here...

LET'S GET STARTED

Let's go over the exercise from the "[Develop a Personal Development Plan: How To Do It and Why You Need One](#)" article and break it down a bit:

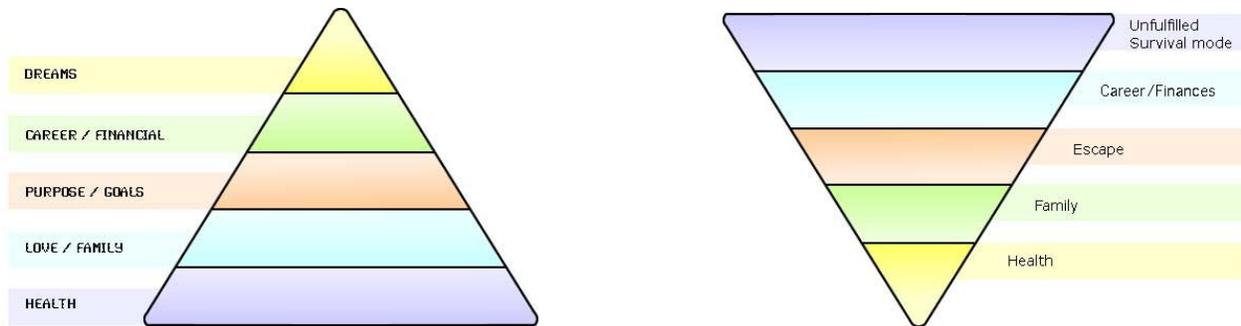
Step One: What do you spend your life doing?

For one week, notice where you spend your time and make notes. Are you spending time complaining or are you figuring out how to solve that problem. How much time do you spend commuting, doing housework, caring for children, or working, etc. Just notice, don't change anything.

This exercise gives you a "map" of where you spend your time now and, sadly, can make you feel a bit depressed. But, as you move through this workbook, this "map" can be a valuable tool because it gives you an idea of where you stand now so you can attempt to find "holes in the woodwork" to make changes and find time for your dreams, passions and true desires.

Step Two: Which pyramid are you living?

Now that you have an idea of where you spend your time, glance through the two pyramids below and ask yourself which pyramid fits your life better.



Step Three: Become proactive and inquisitive.

Here's where you can start shifting your awareness and mindset toward getting what you want out of life. Once you've taken an objective view of how you currently spend your life, you can step back and start asking questions. By doing this, you initiate a power inside your mind and your body that will start looking for answers rather than riding the emotional wave of "I'm really out of balance and don't have any hope."

Ask yourself the following two questions with each category in your pyramid:

1. "Is this how I want this area of my life to be right now?"
2. "If I do nothing to change this, where will I be in 5 years? 10 years?"

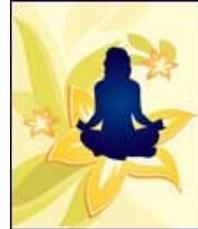
Step Four: Get still and begin to find your inner voice and core values.

Now that you're completely depressed because you're too busy "with everyday living" to make anything really happen, you're ready to go within and find answers. You want to discover the things that are the most important to you. In other words, you want to find your core values in life so you know how to set priorities for balance and happiness.

So, our next exercise is to sit quietly, take a walk alone or find some way to allow your mind to become "still" for 15 minutes a day for another week. After each 15 minutes, journal out your thoughts and ideas that come up.

If you find this exercise difficult, relax... it does get easier the more you do it. But, I have to admit that there are a few tricks to really finding your true core values, so I've included them in "[The Effective Positive Thinking Program – Level One – You Can Change Your Beliefs](#)," which also has some cool technology like subliminal (invisible) affirmations and hypnosis/brainwave meditations that help you get through this process faster and easier. For more information on that program, [click here](#).

Find Your Core Values



*Guided Imagery Meditation
(Click for Details)*

Another great way to allow your mind to quiet down is through electronically-induced meditation.

At a touch of a button, within minutes you are transported to a state of ease, relaxation and clarity.



My [electronic mind control article](#) explains this fascinating subject in further detail as well as gives you my favorite choice for getting started right away with this type of mental clarity and stress reduction.

Once you find a way to quiet your mind, you start finding your inner voice. This is your first step in identifying your core values and heart desires, as well as gently starting your wonderful inner journey.

Along your many passages in life, you will learn different ways to improvise and amend your life plan because you will have found a true connection with your internal wisdom and be able to trust yourself in new, remarkable ways. So, this first step of quieting your mind is instrumental in creating an environment for you to succeed with your plans and goals in life.

PRE-PLAN WORKSHEET

SETTING INTENTION: Now we're going to do a pre-plan worksheet and set our intention for five areas of our lives. Print out the blank pre-plan worksheet at the end of this workbook and fill it in as you get ideas and thoughts from reading this example. Keep your answers SIMPLE. Boil down your choices to things that you FEEL GOOD about, whether or not you believe you can achieve them. The important thing here is to SET YOUR INTENTION for what you want, which activates an internal power that starts guiding you on how to get it. Here's an example with answers in green:

HEALTH
Ideal "Big Picture:" Lots of energy, vitality and perfect weight. Where Am I Now? Low energy, depressed and overweight.
What can I accomplish toward this goal in 3 months? Change my diet to eliminate carbs & also take brain vitamins. 6 months? Be exercising at least once a week. 12 months? Lose 25 pounds
What will happen if I do nothing? I'll stay the same as I am now :(
FAMILY/LOVE
Big Picture: To have one loving/intimate relationship Where Am I Now? Isolated and alone.
Accomplish in 3 months? Get out and join a gym to be around people -(OR)- Take a relationship course to improve myself to attract a relationship. 6 months? Have a date once a week - either platonic or romantic. 12 months? Have a steady "opposite sex" relationship - either platonic or romantic.
What will happen if I do nothing? Remain alone and get bitter. :(
PURPOSE
Big Picture: To figure out why I'm here. Where am I Now? Surviving day to day without a clue as to what I want to do or any energy with which to find it.
Accomplish in 3 months? Find a daily or weekly practice that allows me to go "within" to find answers. 6 months? To have a routine of giving myself permission to explore possibilities that give me happiness and joy. 12 months? To actively be doing things that are meaningful to me on a regular basis.
What will happen if I do nothing? I'll never find my own power and confidence and never leave a legacy.
CAREER FINANCIAL
Big Picture: To be able to live, work and play anywhere in the world while enjoying a career that I love. Where am I Now? Not making ends meet, overworking and feeling trapped.
Accomplish in 3 months? To have shifted, sorted through and "shopped around" for new career options 6 months? To have decided upon a new career choice and be actively making progress toward it. 12 months? To be focused on my new career choice and taking persistent action and making steady progress.
What will happen if I do nothing? I'll always feel trapped, unhappy and powerless. :(
DREAM
Big Picture: To be independent, secure and self sufficient, both financially and emotionally. Where am I Now? Only dreams I have are nightmares in my sleep!
Accomplish in 3 months? To find a way to shift my beliefs , so that I feel safe to actually pursue my dreams. 6 months? Be so focused on making my dreams a reality that I am happy, motivated and productive. 12 months? To be in such a wonderfully strong emotional place that my dreams are manifesting rapidly.
What will happen if I do nothing? I'll waste my gifts and my life.



Here's a quick and simple exercise to do to get you started with your blank worksheet:

STEP 1: Dream Big

Write down EVERYTHING you want...

Everything. This list could be miles long. Don't hold back. Dream about everything you think you want right now and for the next year.

Example:

- Pay off debt.
- Pay off mortgage.
- Have a career that I love
- Earn six figure income while working part time
- Set aside all college tuition for kids.
- Go on vacation.
- Buy a Jaguar.
- Go on vacation.
- Lose 25 pounds.
- Buy a new wardrobe... to take on vacation!

Keep going until you've exhausted everything...

STEP 2 - Find the Feeling

Now, with each item on your list, picture having that item accomplished and feel how it feels. For example:

- | | |
|--|---|
| Pay off debt. | “I feel relief” |
| Pay off mortgage | “I feel freedom” |
| Have a career that I love | “I feel successful” |
| Earn six figure income while working part time | “I feel financially secure and independent” |
| Set aside all college tuition for kids. | “I feel nurturing” |
| Go on vacation. | “I feel free and relaxed” |
| Buy a Jaguar. | “I feel abundant” |
| Go on vacation. | “I feel adventurous” |
| Lose 25 pounds. | “I feel beautiful and confident” |
| Buy a new wardrobe... to take on vacation! | “I feel powerful” |

Once you find that emotionally charged place of feeling for each dream, you will also have found your core values of life.

An expanded version of this last exercise is included in "[The Effective Positive Thinking Program - Level Two - Manifest Money and Become a Money Magnet](#)" because if you want to attract anything in your life, you must get down *finding the feeling of what you desire*.

STEP 3: Fill in Your Pre-Plan Worksheet

Now you have a list of values that are important to you. These are core values that drive you to do any part of your life.

So, with each of the five areas in your setting intention worksheet, do the exercise in steps 1 and 2 above until you get down to the core values for each area of your life.

This can be a fun process if you just "let go" and dream without judgment. Let the exercise "percolate" a few hours or days if you can't figure it out right away. The "percolation" process is where your creative spirit "bubbles inside" and then overflows outwardly when you least expect it.

Many times I'm "hit with inspiration" in the middle of the night, so I am always prepared with pen and paper. So, I suggest that you also keep a notepad around you to jot down your creative ideas as they emerge.

If you're having a hard time imagining what you want, flip through some magazines and find pictures of what you want. Look through the Internet for ideas and let those ideas create new thoughts and desires within yourself. Create time and space for your dreams to emerge.

Most of all, give yourself time to "percolate" these answers if they don't just come right away. Become still and listen to your inner wisdom and you will find just the right answers for you at the right time!

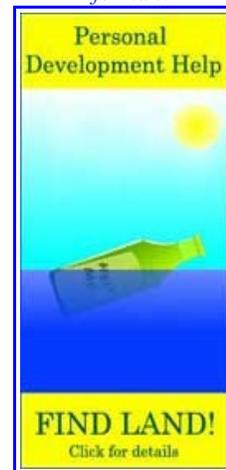
Extra Benefit of This Exercise:

Another benefit of this exercise is to "get acquainted" with your creative flow and to find a better awareness of your "gut feeling" or how your body "feels" about things. Your body is a vast source of knowledge for the right answers in your life. Here is where you can start listening to your "gut" for answers and also start building trust in it because once you learn to listen acutely to it, you'll find that your "gut" knowledge is right most of the time.

Let your imagination run wild and dream without judgment and let thoughts percolate within you. Visualize each step and your body will let you feel the right value you seek.

And if you need help with any of this workbook, go to my article "[Personal Development Help](#)" where you'll find more resources for help.

*Need Help With Your
Life Plan?*



As you work your way through this guide, you may notice that I rely upon my internal voice a lot as I move through transitions. You can do this too if you allow your mind to learn to “be still” through some form of meditation.

My favorite, of course, is the electronically-induced meditation because it's so fast and easy. You don't need years of practice to get the mental and physical benefits of meditation. In fact, did you know that regularly practicing meditation significantly lowers your cortisol “stress hormone” that makes you age faster?

Regular meditation sessions also increase your “feel good chemicals” and anti-aging hormones. If you want to know more about the benefits of meditation, take a minute and read about the benefits of meditation in my [electronic mind control](#) article.



Once you quiet your mind, you are able to identify your core values. Then you'll want some way to help your subconscious acclimate to the idea that it is alright for you to pursue these values now (versus continuing with the same habits over and over again through conscious behavior.)

One of the best ways I have found to shift my current beliefs to form new beliefs that match my core values is through hypnosis. I have an article entitled, ["How to Change Your Beliefs and Find Your List of Core Values"](#) on the site that talks about using hypnosis, subliminal affirmations and guided meditation to change your beliefs starting at the roots of your mind – your subconscious – as well as offers a way for you to take action to change your beliefs in a very easy, fun way.

TAKING INVENTORY: Let's take a quick assessment of what resources we currently have that will help support ourselves as we progress through the plan.

Ask yourself: "What resources am I currently using as I start my plan?" Here's my example:

Activity	When you use:	Results I'm getting from this activity
Self-help books	Daily: Weekly: X Monthly: Annually:	Keeps me motivated and encouraged.
Support group(s)		I don't feel alone.
Personal Development Program	Daily	Feeds me with encouragement on a daily basis.
Personal development seminars		Puts me in contact with other positive people.
Personal Development Coach	Weekly	Gives me an objective view of myself as well as supports my growth process.
Personal Development Conferences	Bi-Annual	Brings pivotal changes to my life.
Meditation		Quiets my mind.
Hypnosis		Re-programs me for success.
Subliminal cds	Daily	Keeps my subconscious programmed for success.
Brainwave cds	Daily	Relaxes me when stressed or anxious and refreshes me.
Affirmations	Daily	Gives my mind something positive to think about.
Body work for emotional release	Bi-monthly	Gets rid of the tension I'm holding and opens my mind
Reiki		Connects my body and mind.
Cranial-sacral		Releases my blocks.
Emotional Freedom Technique		Releases my past.
Journaling	Daily	Allows me to check in and find answers.
Supplements	2x daily – Brain Vitamins	Has gotten me off of anti-depressants with better results.
Other		
Other		
Other		

Now it's your turn, print out the blank "Taking Inventory" at the end of this manual and fill it out.

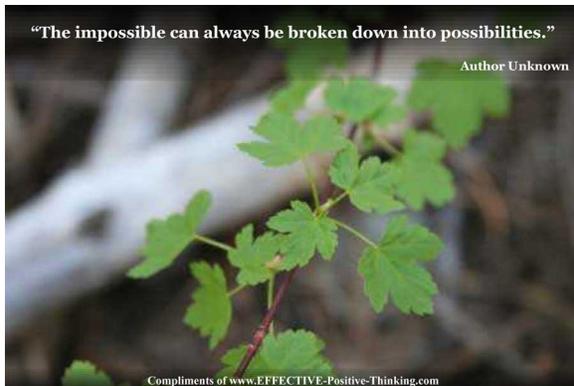
Taking inventory of your resources is an important part of keeping you motivated despite your family's pressures or other outside influences that keep you "stuck where you are now."

One way I keep myself motivated is to keep myself "filled up" with motivational books, CDs and other materials/methods that continually support my success.

Why is this so important? BECAUSE YOU BECOME WHAT YOU THINK ABOUT. So, if you are "surrounded by negative-minded people," you can escape them by inundating yourself with positive materials that not only keep you distracted from absorbing the world's worries, but lifts you up to believe in your own potential.

For example, if you're commuting everyday to work for 30 minutes each way, what better time than that to read or listen to motivational materials. This sets you up for a great day as well as re-energizes and re-inspires you after your long work day.

Another great way to keep yourself motivated is by keeping positive thinking quotes all around you. Take a moment and visit my "[positive thinking quotes](#)" article where you can download free inspirational postcards that I made for you... And, yes, I took the pictures for the cards too, I love photography!



Here is one of the free postcards (and one of my favorites) that reminds me that everything is possible:

"The impossible can always be broken down into possibilities"

~Author Unknown

PERSONAL DEVELOPMENT PLAN TEMPLATE

Now that we have done some pre-plan work, here's where we start plugging our thoughts and feelings into a format that organizes our direction and keeps us focused as we move along.

HOW TO USE THIS SECTION: This next portion of the workbook shows you the various parts of the Personal Development Plan Template filled in with examples and gives exercises and suggestions to help you fill in your own plan. My personal preference when working with this workbook is to print out the blank PERSONAL DEVELOPMENT PLAN TEMPLATE at the end of the workbook and fill it in as you go through each example in this section. This allows you to jot down your thoughts right away as you go through the personal development plan samples and suggestions.

The example personal development plan I'm providing has sections for the following areas of your life – which correspond to the modern pyramid I mentioned earlier in this workbook:

- Health – Mentally, Physically and Emotionally
- Love/Family/Relationships
- Purpose/Goals
- Career/Financial
- Dreams

Each section starts with setting your intention for that portion of your life. This may take a minute, a day or longer, but it is an important part to getting what you want out of your plan and life. So, take the time to set your intention with each area you wish to improve.

Remember to keep this fun and light and you will get further along faster in you personal development plan than you would by being too serious, heavy and overly critical. Jot down your first thoughts and reactions without any judgments, second guesses or thoughts of “I can’t.”

When you allow yourself to dream, you open a doorway for new thoughts and ideas to manifest from a special power deep inside of yourself. Through this open doorway things start to shift into the direction that you desire. So, have fun with this and if you get stuck anywhere in this section, get some coaching or find some kind of encouragement to help you unplug that block so you can race forward again.

If you get stuck, ask for help. Sometimes a friend has just the right objectivity to help you past a particular block in your life. For me, I personally like to work with a coach intermittently, which helps me quickly get past a hurdle and make progress faster.

If you need help evaluating a coach or knowing how to find a good one, take a moment and read my [***“Personal Development Consulting: Is a Personal Development Coach Worth Your Time?”***](#) article, which gives you eight self assessment questions that help you determine what's right for you.

*Feel Stuck and Alone?
Check out this article too...*



How to Pick a Coach

Now, let's get to the heart of the matter with our sample personal development plan...

SAMPLE PERSONAL DEVELOPMENT PLAN

First thing I'd like you to do is to read my "[Personal Development Plan: Four Key Things That Make Your Plan Work](#)" article so you have the key elements to actually making this plan work. I'll wait here for your return...

Alright, let's dive into the sample personal development plan. I've filled in all five areas in the sample template with a hypothetical person to give you some ideas.

HEALTH: Why do I start with this section? It all starts here. First, when your health is good, you have the mental clarity to find your purpose/dreams (even though they are at the top of the pyramid.) Secondly, and more importantly, you have the energy to make the necessary changes in your life to get there. Here is my example:

SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Health	5 pounds overweight Can't focus mentally Not exercising Aging rapidly Menopause symptoms No energy, exhausted and stressed	Slim and beautifully shaped Clear headed and able to focus Exercising on a daily basis Youthful appearance and glow Balanced hormones Lots of energy, vitality & balance
SECTION 2 - PRIORITIZE GOALS		
Health	<ol style="list-style-type: none"> 1. Balance hormones, which leads to... 2. Clear head and ability to focus, which leads to... 3. More energy, vitality and balance, which leads to... 4. Having energy to exercise, which leads to... 5. Weight loss! 	
SECTION 3 - ACTION STEPS (Based on priorities)		
Health	Ask for help. Ask friends what they did. Find a support group. Find a health practitioner who can help me find balance. (If this requires money that is not accessible, do research on the Internet and find something to take that first step to alleviate menopausal symptoms.)	
SECTION 4 - TIME LINE FOR FIRST ACTION		
Health	Tomorrow, ask friends what they've done - (OR) - Find a health practitioner by the end of the month - (OR) - Do 2 hours of research on the Internet for self education by the end of the week.	

You want to work from the inside out. For example, this “person” was going through menopause, so her hormones were causing her great distress. Once she balanced her hormones, her thinking became clear and she was able to focus and have energy to pursue her dreams. And if you guessed that this “person” was me, you're right. Once I balanced my hormones naturally, my life began to work again... and my waist became even smaller than it was in my twenties! Hooray!

As a side note: I also found a super cool [natural alternative to anti-depressants](#) that eliminated my depression symptoms. I call them my “brain vitamins” because they activate and boost serotonin levels (versus prescription anti-depressants which only re-circulate your “already depleted” supply) and they also maintain the chemicals that the brain uses for signaling within itself, which is a really cool effect of these “vitamins.” They also have herbal extracts and amino acids that calm me down. And, I'll tell you what, when I set my mind to finding something, I get what I want, and in the case of seeking a [natural alternative to anti-depressants](#), I knew I'd found a hidden treasure for my well-being when I found these great “brain vitamins.” [Click on this link to check out this treasure \(plus other anti-aging goodies under the "health concerns" tab.\)](#)

Once you get your health in order (and have become clear minded,) you are able to be more fully engaged in relationships and have a greater ability to love simply because you have given yourself self love through improving your health. So, let's next move onto the Family/Love portion of the template...

FAMILY/LOVE: Here is my example for the Family/Love section – no, this one isn't me...

SECTION 1 – IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Family - Love	Lonely and isolated Don't feel I deserve a relationship My children don't respect me No time for social activities Friends too busy for me	Have a companion Treating myself well with high self esteem To spend loving time with my kids Involved in a community that supports me Have friends who value me
SECTION 2 - PRIORITIZE GOALS		
Family - Love	Start “spending time with myself” and nurture a higher self esteem, which leads to... Treating myself well, which leads to... More self love and respect, which leads to... Others loving and respecting me, which leads to... My children treating me with respect because I respect myself, which leads to... Finding time for activities with children and friends because they encourage me to do so... Which leads to meeting someone, which leads to... Finding a companion!	
SECTION 3 - ACTION STEPS (Based on priorities)		
Family - Love	Find ways to symbolically show myself that I matter and am worth respecting and loving. Take more time out for myself to get to know “me.” Do meditation and exercise regularly to elevate my “feel good” endorphins. Start the process of nurturing and loving myself first so others can love and nurture me.	
SECTION 4 - TIME LINE FOR FIRST ACTION		
Family - Love	Buy myself flowers - (OR) - Take myself out to lunch - (OR) - Take time to read my favorite novel – WITHOUT GUILT.	

One thing that will definitely help you with your relationships is to do hypnosis for the “problem areas” in your life. I have a wide variety of hypnosis CDs that help with weight loss, *flirting confidence*, anger, guilt, sexual performance and much more in the area of relationships on my [guaranteed hypnosis cds](#) page. [Click here to check them out!](#)

Next, let's look at the Purpose/Goals section...

SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Purpose - Goals	Aimlessly looking for answers Burned out and anxious about life Restless and bored No direction Hopeless Tired and depressed	Having answers that I trust Enthusiastic about life Actively pursuing adventures Ignited with passion and focus Hopeful and excited Living life to its fullest
SECTION 2 - PRIORITIZE GOALS		
Purpose - Goals	Seek help for depression, anxiety and ways to boost mental energy... Which leads to being able to think clearer, which leads to... <u>Finding answers that are right or me</u> , which leads to... Being hopeful and excited, which leads to... Having enthusiasm for life, which leads to... Being open and creative, which leads to... Finding something that matters to me in life, which leads to... Living life to its fullest!	
SECTION 3 - ACTION STEPS (Based on priorities)		
Purpose - Goals	Ask friends for help with depression - (OR) - Get myself out of depression and apathy Find something that gives me answers for my life's purpose	
SECTION 4 - TIME LINE FOR FIRST ACTION		
Purpose - Goals	Ask friends tomorrow what they've done - (OR) - Start taking a natural alternative for depression - (OR) - Open my mind to new ways of understanding myself Do 2 hours of research on the Internet for self education on finding my life's purpose by the end of the week	

Did you know that it's never too late to find your life's purpose? Really, no matter how old you are – or think you are – you can change your life.

Check out "[*Short Inspirational Videos: Too Late to Live Your Passion?*](#)" on my site that illustrate that it's never too late, no matter what the odds are “against you.” [Click here](#) to check them out now. I'll pop some popcorn for you so you can “enjoy the show” and wait for you here...

Now let's move onto the career section...

SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Career	Dead end job No challenge Dislike being told what to do Too many hours Too little money	Career with purpose/passion Challenge and adventure Be my own boss Work-life balance \$XX,000 per month
SECTION 2 - PRIORITIZE GOALS		
Career	Work-life balance, which leads to... Challenge and adventure - because you have time and energy to pursue something new, which can lead to... New career with purpose & passion, which can lead to... Being my own boss, which can lead to \$XX,000 per month!	
SECTION 3 - ACTION STEPS (Based on priorities)		
Career	Find a way to carve out a few hours a week for my personal life – rather than just working all the time – even if it's reading a motivational book on the commute train or bus, instead of working – (OR) Take a walk at lunch time to give myself time to think – (OR) Journal at lunch time – (OR) Make one "date" with myself a week to internally re-connect – (OR) Turn off the media and quiet my life down so I can go "within" and find answers to my "dead end job."	
SECTION 4 - TIME LINE FOR FIRST ACTION		
Career	Next week, I'll will give myself two hours for just "me time" so I start feeling like I deserve a better job – (OR) Tomorrow I'll dress up so I feel like I deserve a better job – (OR) Tonight I'll get a message so I start feeling like I deserve a better life.	
SECTION 5 - WHAT WILL HAPPEN IF I DON'T DO ANYTHING?		
Career	I'll be stuck in this dead end job, day after day, never making progress or getting the life that I want.	

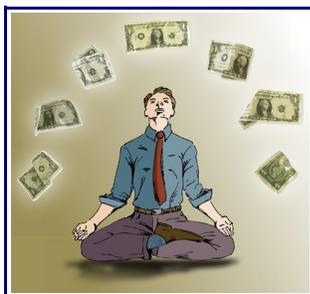
If you're looking to make a career change, check out my ["Midlife Career Change: Get Positive and Earn Six Figure Income"](#) article, which gives information, suggestions and exercises to finding answers. It also links to all of my career change articles on the site.

And if you'd like to combine personal development with making money, take a moment to read my ["Personal Development Ideas: Why Combine Personal Growth with Making Money?"](#)

Of course, your main reason for working or having any career is for the money, right. Let's face it, if you were independently wealthy, you'd be traveling the world or spending all your time with your children and grandchildren – or taking them around the world with you! Or, perhaps your passion would be to feed hungry people around the world? The options are endless when you have the financial end taken care of, right? Well, whether you want to stay in the career zone or travel the world, having more money is key to fulfilling your dreams. Yet, there are a lot of tricks to getting money these days outside of having a career or "day job."

Many people talk about using the Law of Attraction for money, but it's not really an easy thing to do unless you spend oodles of time (usually years) to *find the true secrets of success associated with using it* which I discuss in my ["Law of Attraction for Money"](#) article. *I've had tremendous success with manifesting money using the Law of Attraction*, but it has literally taken me years to not only learn the key tricks, but then to go deeper and find the subtle nuances that are so critical to making the Law of Attraction work to attract money. These nuances are so subtle that I'd say most people overlook them or "shrug them off" as unimportant, but then they wonder why they aren't manifesting money. What a contradiction! My ["Law of Attraction for Money: Will it Work for Me"](#) article tells you the main reason why many people do not successfully use the Law of Attraction to manifest money properly. Take a moment to check it out, you know I can wait...

Visualizing Money?



Make it Real!
(Click for Details)

So, the reason I bring this up in the career section is because this section is really about money, plain and simple. The real question here is this: "What do you want to do that will bring you MONEY!" I've found the most effective thing to do is to simply use my Law of Attraction tricks and nuances to manifest the money I desire (or the opportunities I desire to get the money). I share all of these little tricks and nuances in my ["The Effective Positive Thinking Program - Level Two - Manifest Money and Become a Money Magnet,"](#) but the key is to find a way to use the Law of Attraction to get the money you want because that's when your "career options" burst wide open.

Since we're already on page 20 of this workbook and I feel like I know you, I'll tell you one of my secrets in manifesting money is to use printable fake money to attract money. Seriously, read my ["Use Printable Fake Money to Manifest Real Money"](#) article for part of my story about manifesting a big wad of cash within a week. I'll go there with you now as well since I re-read that page often...

[Click here to watch a VIDEO about "How to Become a Money Magnet"](#)

Okay, so now we've talked about health, family/love, purpose/goals and career so we're ready to move onto figuring out how to use our good health, mental focus, love and support to really make our wildest dreams come true.

Let's take a look at our dreams section example:

SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Dreams	Given up on life No dreams, only nightmares in my sleep	To have hope To find my internal power to live out my dreams
SECTION 2 - PRIORITIZE GOALS		
Dreams	Trust that as I work my way through the different areas of my life, that I will start to feel more energetic and hopeful and that as I get more in tune with my inner voice, that my dreams will become apparent and manifest out of my balanced and happy life.	
SECTION 3 - ACTION STEPS (Based on priorities)		
Dreams	Take tiny little steps such as saying to myself, "Wouldn't it be nice if..." Start saying "yes" to myself more often.	
SECTION 4 - TIME LINE FOR FIRST ACTION		
Dreams	Tonight I will say, "Yes, I can" on one small "I can't do that" thing Tomorrow, I will ask myself "Wouldn't it be nice if..." twice. Next week, I will say, "Yes, I can" to myself "X" number of times and ask myself "Wouldn't it be nice if..." "X" number of times.	
SECTION 5 - WHAT WILL HAPPEN IF I DON'T DO ANYTHING?		
Dreams	I'll never know what it's like to live a full and happy life.	

Congratulations, you've made it through the template! Your "FUN" doesn't stop here though. On the next page I've provided a progress chart for you to use to "check in" with the progress that you have been making over the course of time. It's important to remind yourself "where you started," so you can see how far you've come.

Use the progress chart at intervals such as three, six or twelve months or every week if you prefer. Whenever you feel a bit tired and want to give up is a great time to do a progress chart exercise – unless, of course, you really haven't made any progress, which would be rare. In fact, if things have "gotten worse" and seem like they're falling apart, good work! You're shaking things up as you are getting UN-STUCK! Keep it up! Remember, you can't make an omelette without breaking some eggs and many times things in your life have to unravel before new things can appear.

PROGRESS CHART

Here's a simple outline to keep track of your feelings and emotions as you progress through your personal development plan:

STARTING DATE:
<p>Overall feelings about each area as I embark on this path: HEALTH: FAMILY-LOVE: PURPOSE-GOALS: CAREER-FINANCIAL: DREAMS:</p> <p style="color: green; font-size: small;">This is where you simply insert your starting information here. As you progress, this one-page form gives you a "snap shot" of how far you've come as your feelings and emotions change throughout</p>
THREE-MONTH CHECK IN:
<p>Overall feelings about each area now that I've been doing this for 3 months: HEALTH: FAMILY-LOVE: PURPOSE-GOALS: CAREER-FINANCIAL: DREAMS:</p> <p style="color: green; font-size: small;">Compare this with your starting date information.</p>
SIX-MONTH CHECK IN:
<p>Overall feelings about each area now that I've been doing this for 6 months: HEALTH: FAMILY-LOVE: PURPOSE-GOALS: CAREER-FINANCIAL: DREAMS:</p> <p style="color: green; font-size: small;">Compare this with your 3-month assessment.</p>
TWELVE-MONTH CHECK IN:
<p>Overall feelings about each area now that I've been doing this for 6 months: HEALTH: FAMILY-LOVE: PURPOSE-GOALS: CAREER-FINANCIAL: DREAMS:</p> <p style="color: green; font-size: small;">Compare this with your 6-month assessment.</p>



Good Job! You're on your way to a more defined and balanced life simply by taking this time to focus and to get to know yourself better through using this personal development plan workbook and template!

If you need help with any part of this workbook, please go to my article "[Personal Development Help](#)" where you will find resources for individual help, tele-seminars and webinars.

Here are all the links in their entirety that I used throughout this manual. If you were unable to click on them through your PDF browser, simply cut and paste the urls from this list into your web browser:

Links to click:

URLs to cut and paste:

[*"The Effective Positive Thinking Program"*](#)

<http://magazine.effective-positive-thinking.com/the-effective-positive-thinking-program-special-offer>

[*"Electronic Mind Control for Positive Thinking – Anti-aging"*](#)
Instant Brainwave Meditations

<http://www.effective-positive-thinking.com/electronic-mind-control.html>

[*"How to Change Your Beliefs and Find Your List of Core Values"*](#)
Find Your Power Using Guided Imagery Meditation

<http://www.effective-positive-thinking.com/how-to-change-your-beliefs.html>

[*Natural Anti-depressants - "Brain Vitamins"*](#)

http://www.xtend-life.com/product/Neuro-Natural_Serenity.aspx?id=1001442

[*Natural Anti-Aging "Goodies"*](#)

<http://www.xtend-life.com/healthconditions/Anti-Aging.aspx?id=1001442>

[*"Positive Self Talk: How to Get It and Make it Automatic"*](#)

<http://www.effective-positive-thinking.com/positive-self-talk.html>

[*"Benefits of Positive Thinking: Unquestionably the One that Motivates"*](#)

<http://www.effective-positive-thinking.com/benefits-of-positive-thinking.html>

[*"Develop a Personal Development Plan: How To Do It and Why You Need One"*](#)

<http://www.effective-positive-thinking.com/develop-a-personal-development-plan.html>

Links continued on the next page...



- [*“Personal Development Help: Personal Development Coach”*](http://www.effective-positive-thinking.com/personal-development-help.html)
- [*“Personal Development Consulting: Is a Personal Development Coach Worth Your Time?”*](http://www.effective-positive-thinking.com/personal-development-consulting.html)
- [*“Brainwave CDs”*](http://www.e-junkie.com/159107/product/460744.php)
- [*“Positive Thinking Quotes for Staying Young and Beautiful – Free Postcards”*](http://www.effective-positive-thinking.com/positive-thinking-quotes.html)
- [*“Personal Development Coach: How to Pick One – Do You Really Need One?”*](http://www.effective-positive-thinking.com/personal-development-coach.html)
- [*“Personal Development Plan: Four Key Things to Making it Work”*](http://www.effective-positive-thinking.com/personal-development-plan.html)
- [*“Short Inspirational Videos: Too Late to Live Your Passion?”*](http://www.effective-positive-thinking.com/short-inspirational-videos.html)
- [*“Midlife Career Change: Get Positive and Earn Six Figure Income”*](http://www.effective-positive-thinking.com/midlife-career-change.html)
- [*“Personal Development Ideas: Why Combine Personal Growth with Making Money?”*](http://www.effective-positive-thinking.com/personal-development-ideas.htm)
- [*“Law of Attraction for Money: Will it Work for Me”*](http://www.effective-positive-thinking.com/law-of-attraction-for-money.html)
- [*“Guaranteed Hypnosis Cds for weight loss, flirting confidence...”*](http://www.effective-positive-thinking.com/guaranteed-hypnosis-cds.html)

We're always up to something at Effective-Positive-Thinking.com, so if you want to stay updated, the next page gives you lots of ways to keep in touch...

KEEPING IN TOUCH

I'm always updating my site Effective-Positive-Thinking.com with new content and other fun goodies. To keep in touch with the updates, you can do any one or all of the following (Click on image or link):

	<p>Follow my daily "positivity" at http://twitter.com/BecomePositive</p>
	<p>Join the party at: http://www.facebook.com/EffectivePositiveThinking</p>
	<p>Follow along with us at http://google.com/+Effective-Positive-Thinking</p>
	<p>See tips for everyday living at: http://www.youtube.com/user/BecomePositive</p>
<p><u><i>MAGAZINE</i></u></p>	<p>Get seasonal tips for staying positive in our free magazine at: http://magazine.effective-positive-thinking.com/</p>
<p><u><i>RSS FEED</i></u></p>	<p><u>Sign up for my RSS feed</u> that broadcasts when I post new content to the site. You can do this by going to the home page at: http://www.effective-positive-thinking.com/</p> <p>When you get there, click on the light green box on the left side at the bottom of the navigation bar on your choice of RSS feed. If you need help with it, just click on the "?" mark by the "Subscribe to this site" title at the top of the box.</p>

Be sure to share <http://www.effective-positive-thinking.com> with your friends and within your social media.

BLANK WORKSHEETS AND TEMPLATE

BLANK PRE-PLAN WORKSHEET – Setting Intention

HEALTH
Ideal "Big Picture:"
Where Am I Now?
What can I accomplish toward this goal in 3 months?
6 months?
12 months?
What will happen if I do nothing?
FAMILY / LOVE
Ideal "Big Picture:"
Where Am I Now?
What can I accomplish toward this goal in 3 months?
6 months?
12 months?
What will happen if I do nothing?
PURPOSE
Ideal "Big Picture:"
Where Am I Now?
What can I accomplish toward this goal in 3 months?
6 months?
12 months?
What will happen if I do nothing?

Pre-plan worksheet continued on next page...

SETTING INTENTION PRE-PLAN WORKSHEET CONTINUED:

CAREER FINANCIAL
Ideal "Big Picture:"
Where Am I Now?
What can I accomplish toward this goal in 3 months?
6 months?
12 months?
What will happen if I do nothing?
DREAM
Ideal "Big Picture:"
Where Am I Now?
What can I accomplish toward this goal in 3 months?
6 months?
12 months?
What will happen if I do nothing?

BLANK PRE-PLAN WORKSHEET – Taking Inventory

"What resources am I currently using as I start my plan?"

Activity	When you use: Daily / Weekly/ Monthly / Annually	Results I'm getting from this activity
Self-help books		
Support group(s)		
Online personal development program		
Personal development seminars		
Personal development coach		
Personal development conferences		
Meditation		
Hypnosis		
Subliminal cds		
Brainwave cds		
Affirmations		
Body work for emotional release		
Reiki		
Cranial-sacral		
Emotional Freedom Technique		
Journaling		
Supplements		
Other		
Other		
Other		



PERSONAL DEVELOPMENT PLAN TEMPLATE

SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Health		
SECTION 2 - PRIORITIZE GOALS		
Health		
SECTION 3 - ACTION STEPS (Based on priorities)		
Health		
SECTION 4 - TIME LINE FOR FIRST ACTION		
Health		



SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Family/Love		
SECTION 2 - PRIORITIZE GOALS		
Family/Love		
SECTION 3 - ACTION STEPS (Based on priorities)		
Family/Love		
SECTION 4 - TIME LINE FOR FIRST ACTION		
Family/Love		



SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Purpose - Goals		
SECTION 2 - PRIORITIZE GOALS		
Purpose - Goals		
SECTION 3 - ACTION STEPS (Based on priorities)		
Purpose - Goals		
SECTION 4 - TIME LINE FOR FIRST ACTION		
Purpose - Goals		



SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Career		
SECTION 2 - PRIORITIZE GOALS		
Career		
SECTION 3 - ACTION STEPS (Based on priorities)		
Career		
SECTION 4 - TIME LINE FOR FIRST ACTION		
Career		
SECTION 5 - WHAT WILL HAPPEN IF I DON'T DO ANYTHING?		
Career		



SECTION 1 - IDENTIFY GOALS		
Area to improve	Where am I now?	Where do I want to be ideally? (No time limit)
Dreams		
SECTION 2 - PRIORITIZE GOALS		
Dreams		
SECTION 3 - ACTION STEPS (Based on priorities)		
Dreams		
SECTION 4 - TIME LINE FOR FIRST ACTION		
Dreams		