

Work Your "But" Off!

a 30 day guide to help you
get your "but" off the couch
so you can live more
In Purpose!



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Hey There!



Work Your "But" Off! began as an email program. I created it so that each day, folks would get an email giving them a tip or tool or an idea to ponder that would help them change their limiting beliefs and begin to shrink their excuses while simultaneously getting things done. What you hold in your hand are those emails and worksheets.

It's my sincerest wish for you to use these exercises and create the momentum and the outcomes you desire. To spend the next 30 days to live intentionally! Remember, it is easier to act your way into new feelings than it is to feel your way into new actions. So, don't make the mistake so many do by waiting to "feel" like making a change. Just begin and soon you'll find the peace and satisfaction that comes by getting your "buts" off the couch!

Sending you "Kick But" Vibes!

Cheri

HOW TO USE THIS HANDBOOK

1

Save this workbook on your computer. These ideas are not something you do once and mark them done. Rather they are principles you live into and visit over and over. If you're like me, I get great resources and then don't save them only to be frustrated later because I can't find them. Take a minute right now to save this file in a memorable place on your computer.

2

Print it out and get your pen ready because writing your answers to these questions is key. These exercises and questions only work if you work 'em. Even if you think that THINKING about will "do the trick", take the time to write and reflect. Trust me on this one!

DAY 1



Congratulations!

You've chosen to take charge and design the life you have always wanted. WOO-HOO!!!

Doesn't it feel great to take action instead of just thinking about taking action? Just wait: you're going to feel even more terrific in only a few short days. By starting this program you have set amazing changes into motion. Can you feel it?

So, what exactly have you signed up for?

Well, some part of you decided it is time to make things happen and do what it takes to have the life you have always intended to have. To get off your "butts" and take some action. And now you're holding in your hand a tool that can help you do just that.

It's pretty simple really. For the next 30 days you will be given one idea and often one assignment that will help you get moving and take control of some aspect of your life. Some days you'll make small, tiny shifts in your inner and outer lives--shrink your "butts" and some days you will be asked to dig deep. No worries, you can do it!

If you are highly disciplined (and if you are you probably would not have gotten this book) you can begin right now and do every exercise exactly as laid out for the next 30 days.

However, if you are little more loopy-goopy, you may choose to read a few of the pages and do them in your own way. Go for it. But do them, okay?

Don't let this book sit on your desk or your bedside table. It won't do you a bit of good there.

How to Make this Program Work for You!

Commitment: I want you to do this. YOU want you to do this. So, now is the time to put on your BGPs (that's big girl panties . . . or boxers) and sign on the dotted line. You'll be surprised what a difference this will make!

Things you might need: Perhaps a stack of index cards, a journal if you choose, a few folders and a fab-o pen. And maybe a nice comfy place to sit and think and plan.

DAY 1



Day 1 Worksheet

Commitment

Every program works best when you're truly committed to it. Please take some time to read through the following statements. When you feel you can commit to each one of these, please sign the page at the bottom.

- I will make Work Your "But" Off! a priority.
- I will take time to reflect on each day's lesson.
- I will do the suggested assignments.
- I will allow myself to transform through this process.
- I give myself permission to NOT do this perfectly but to do it to the best of my ability.
- I enthusiastically say "YES" to the Work Your "But" Off! Program.

Signature

Date



DAY 2



So, what do you want to do? What was in your mind when you chose to do the Work Your “But” Off! program? I bet there were a lot of ideas that were (and are) calling you.

Today I want to help you narrow things down, help you stop swirling around doing nothing and pick one specific thing to focus on. (No worries, what you learn here can be applied over and over and over again!)

You can narrow things down in several ways.

One idea is to make a comprehensive list (see below for an example). Or you can break down your life into segments and then brainstorm all the various to-dos in each section (see the other example grid below). So, let’s do a little digging.

What do you need and want to get done BUT you have a big “but”?

Example of Big List (let’s call them the “Could Dos”!).

- Clean out the garage
- Make time to write my short stories and get them published
- Lose 30 pounds
- Use my gym membership
- Volunteer for Habitat for Humanity
- Buy a new car
- Get a handle on my debt and pay it off
- Go on a 2 week vacation to Europe
- Organize my filing system
- Research a new business idea
- Financial planning for my kids’ college
- Build a new resume
- Plan a trip out West to see all my extended family
- Find a romantic partner

DAY 2



Example of a Segmented Brainstorm of Wanna Dos:

If doing a comprehensive brain dump doesn't work for you, try this out. Write down the major areas of your life. Then go back and focus on each area and write down what needs and wants to get done.

Home

- Sell old patio furniture.
- Change air filters.
- Reorganize the garage.
- Deal with all of Mom's stuff that's in the attic

Family

- Plan a family reunion sometime this year.
- Visit Aunt Bess in nursing home.

My Office

- I can't see my desk! I can't find anything.
- Learn how to use all of this technology! Arggg
- I need a better chair
- My files are stuffed to the gills

Finances

- Create a system for paying all bills (work and home) on time.
- Determine what my real numbers are: get 2 checking accounts, file receipts, pay myself, etc.

Marketing

- Create some kind of event that will market me in person to my local customers.
- Follow-up with connections I make when networking.
- Make regular sales calls.

Website

- My copy is so outdated. Find a copy writer to help me with this.
- Get new headshots.

Self-Care

- Schedule a vacation with the Gang. Gosh it's been too long!
- Look for and find a book club
- Get a facial

Relationships

- Have regular date nights with my beloved
- Schedule a dinner party with the gang.
- do better at sending birthday cards

Health

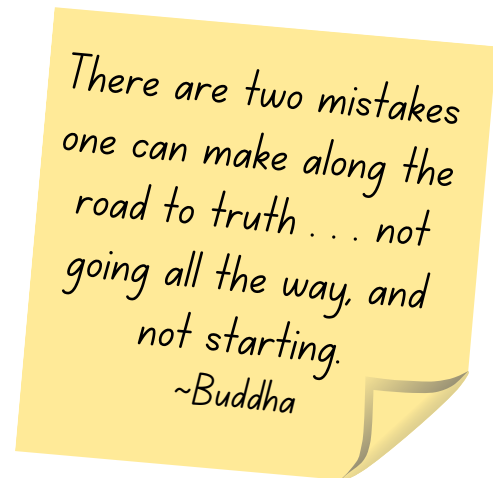
- Get off my but and exercise!
- Explore hiring a trainer or joining a gym
- Get my annual physical
- Find a nutritionist

DAY 2



Day 2 Worksheets

Your Big Brain Dump of all the things you could do!



DAY 2



In each of the boxes below, make your own heading then brainstorm all the items that go in each category. Get it out of your head and onto the paper. It will free you up immensely!

DAY 3



Now, look at your brain dump or the grid you did yesterday. How do you feel when you look at them?

Yucky? Optimistic? Scared? Energized? Overwhelmed? Excited?

Does seeing all of this information out of your head and on paper make you feel like you're behind? Well, you're not! You're just where you are. (profound, huh?) Yep, you are here now.

And where you are is in a great place to take the next right step, to do the next right thing.

So, with a little less flogging, take another look at your list of "Could Dos" and ask yourself:

1. Where do I want to start?
2. If I'm honest, which of these things DON'T I really want? Cross them out.
3. Which of these items do I have the most positive energy around? Mark them with a "P".
4. The most negative energy? Mark them with an "N".
5. Which are "need to dos" and which are "want to dos?" Make notes accordingly.

Now take a look at the list. Just take note of what you see. Are there things you crossed off? Any items you really wanted to cross off but didn't? Go for it. Cross them off! Nothing can drag you down more than a big ole "should" on your list that you really don't want any way.

Now notice what is begging for some attention? What is calling your name? Which items get you excited? Which ones make your stomach hurt just thinking about them?

I can't really tell you a tried and true process for selecting where to begin. So, using whatever logic you have access to or by listening to what your intuition tells you, choose the top 3 Wanna Dos that call out to you. Don't second guess yourself. Just choose them and write each down on paper or on 3 index cards.

DAY 3



My top 3 "Could Dos" are . . .

1. _____
2. _____
3. _____

NOTE: There will be things on the list that will taunt you - saying "Pick me, Pick me!" There may also be some items a little less vocal that will clear their throat and hope you pay attention. Do it! Pay a little attention. You just may discover that a Wanna Do farther down on your list of priorities is EXACTLY where you need to begin

But wait, **keep these lists**. Don't throw them away. Take a few minutes and transfer the remaining items onto a piece of paper (not a computer file but something you can hold in your hot little hands). With deliberate attention, write down your desires and the outcomes you want for the remaining items making sure to word them in the present tense.

Here's what I mean . . .

- I weigh 130 pounds.
- I have a clean and clutter-free home.
- I have a zero balance on my credit card.
- I have a vibrant website that attracts lots of customers.

Get the picture?

Make your list. Then pull out a folder and label it "My Fabulous Ambitions" (or something else inspiring!) and place it somewhere for safe keeping.

DAY 3



Day 3 Worksheet

My top 3 "Could Dos" are . . .

1. _____

2. _____

3. _____

DAY 4



Okay, you've narrowed down your "Could Dos" to your top three.

But you know what's coming, don't you? You're going to narrow down your list to just one "Could Do" to work on for the next 26 days.

How do you do this? Well, you just do it. You look at the three and "let" the top ambition reveal itself to you. Trust me, it will. Just listen.

Do it . . . now.

The "Could Do" I'm going to focus my time and attention on is:



Now, put your #1 "Could Do" aside for today. We're going to focus on the two which you did not choose.

Take the two remaining "Could Dos" and put them at the top of a piece of paper or use the worksheet that follows. Begin writing a detailed scenario of how these two gems can get done **with little or no effort on your part**.

Remember, you're just dreaming. It's complete fantasy, so play full tilt.

Pretend you have little fairies working on your behalf so you can focus your attention elsewhere. Give them instructions. Give them permission to do their magic.

Once you've written these scenarios, make a "My Fabulous Ambitions" folder and put it in there. You could also put it in a "God Box" as you turn it them over to powers beyond your understand. Draw little hearts around the edges, kiss them or anoint them with holy water. Treat them well, then put them away and let the magic begin.

DAY 4



Day 4 Worksheets

The #1 "Could Do" I'm going to focus my time and attention on is:

Begin writing a detailed scenario of how these two gems can get done with little or no effort on your part. Remember, you're just dreaming. It's complete fantasy, so play full tilt.

Could Do #2:

Could Do #3



DAY 5



Having a vision of what you want isn't enough to make it happen. Trust me. The rare people who can articulate what they want (that's you now!) often fail to bring their vision into reality unless they do this critical step—know their **BIG WHYS**. Your **BIG WHYS** are what connects your actions to your heart.

Your Big Whys are usually not the first answers that come to mind. I call them "first-tier" WHYS. They are the most obvious answers but they rarely sustain our behavior change. However, These first-tier Whys may get you started but unless you have a **BIG WHY**, these practices fade. It's in finding your **BIG WHY**, the one that connects your actions to your true desires, that provides the fuel for real and lasting change.

Choose something from your list on the precious page and explore **WHY** you want this. Begin with the simple question, "Why do I want this?" After you write your initial answers, expand yourself and go deeper or wider. Then ask, "Well why do I want THAT?"

Here's an example: "I want to lose 30 pounds."

Begin: Why do I want to lose 30 pounds?

So I can fit into all of my clothes!

Going Deeper: Are there other reasons?

So I will be healthier.

Going Deeper: Is there more?

So I will stop beating myself up and spend less time feeling frustrated.

Going Even Deeper: Why is it important for me to be less critical of myself?

I beat myself up all the time! I'm brutal. What I really want is to feel confident. If I lost weight I would not only feel better but I'd feel so proud and confident!

And, Even Deeper!: "How would your life be different if you were proud and confident?"

Oh My, I have so many dreams and adventure I want to pursue. If I spent less time beating myself up and more time feeling and being a badass . . . well . . . It would be amazing to see what I could do!"

So . . . What's your "Big Why"?

DAY 5



Day 5 Worksheet

Why do I want this?

What will my life be like when this is done?

(Write, write, write! This step is incredibly important so don't scrimp! Go To It!)

DAY 6



Today might be a bit of a downer but we gotta do it. So grab a cup of coffee or tea and let's dive in.

What will it mean if you don't do this thing or get it done?

Imagine your life without this thing you want, in as much detail as possible. Script it out . . .and stay with the activity. It can be hard to write down the negative stuff but hang in there. I want you to get it all out of your head and onto the paper.

What will it be like to NOT get the very thing you say you want?

Now read what you wrote. Then read it out loud. Pay attention to how you feel when you hear it. What are those feelings?

Bet you're feeling kind of yucky right now, so grab a piece of dark chocolate or listen to some happy music or go for a walk.

The good news is . . . what you just wrote WILL NOT BE YOUR REALITY! I promise.



The best way to
predict the
future is to
invent it.

~Alan Kay

DAY 6



Day 6 Worksheet

What will it mean if you don't do this or get this done?

Read what you wrote above, out loud. What do you notice?
How do you feel?

DAY 7



Today we are going to take a look at your big ole "buts" - the things holding you back from what you really want.

WHAT WE FACE, WE CAN REPLACE.

Woo-Hoo to that!

So, what IS holding you back? What are the EXACT words and excuses you say to yourself and others? It's time to get them out of your head!

Complete the following sentence as many times as you can for your Wanna Do. When you think you're done, leave it and come back to it later in the day. There just might be more.

I would _____ but _____.

Here's an example of what I mean:

I would quit my job and start my own business . . .

- But I would lose my health insurance.
- But I would probably fail. Most businesses do.
- But I don't know much about business.
- But it's a bad time to start a biz.
- But I don't want to work that hard and I KNOW this will be hard work.
- But I don't even have a college degree.
- But I'm too old.

You get the picture? Use the Day 7 WORKSHEET to start getting all of your "buts" on paper!

DAY 7



Day 7 Worksheet

I would _____

but _____

but _____

but _____

but _____

but _____

but _____

but _____

but _____

DAY 8



With your Wanna Do determined and your “buts” out of your head, let’s get crackalackin!

Go back to yesterday’s “I would but . . .” sentences. Read each one aloud. Really – read them out loud. Who cares if it feels funny? This is important stuff and you agreed to play full tilt, right?

I bet some of your “buts” feel true, don’t they? And I bet you can also see some of them just don’t hold water.

Today’s task is to compile all the evidence available that each of your big ole “buts” is true. (You read this correctly . . . today’s assignment is to appease that part of you who “knows” you can’t do or have this.)

So, pour it on and pour it out. Substantiate the little suckers.

Example: I want to do _____ but I can’t because . . .

- I don’t have time! I work a full time job, plus run the household. I barely sleep 6 hours a night. There is just no more time!!!!
- I don’t have the money! It’s just not there. Doing _____ will take a lot of money and I live hand to mouth. There is no possibility of making more. I guess I could give blood, but I’m afraid of needles. Maybe I could win the lottery but it’s not really likely. I never win anything!
- I’m really lazy. I never do anything. I’m a real slacker. See that treadmill in the corner? . . . never use it. What about that pile of craft supplies? What a waste of money. I’m a real lazy daisy!

So, how do you know your butts are true? What’s the evidence? Spell it out. Convince me that you can NOT do this thing.

BTW . . . you know I wouldn’t dare leave you here. Be sure to come back tomorrow!

DAY 8



Day 8 Worksheet

I want to do _____ but I can't because . . .

DAY 9



I bet you know what we're going to do today. It's a big one! Woo-Hoo!

You're going to take that same list of "buts" and begin shrinkin' them down to size.

Refer back to your list of buts, and this time I want you to write down all the evidence you can find that proves you CAN do this.

Why is this task or thing you want a no-brainer for you?

Have you done something like this in the past? Do you have a tenacious bull-dog side to you? Is it your destiny? Why is this GOING TO HAPPEN?!

- I've wanted to do this my whole life! When I allow it to bubble up, I've got so much passion for this I can taste it.
- I've done similar things in the past so I know I can do it now!
- It's MY time to shine . . . and shine I will!
- Deep inside I know this is what I'm meant to do.

After you write down all the evidence, read it over and over and over!!! Really, do it, okay?

Post it on your bathroom mirror, make it your screen saver. Immerse yourself in the truth that YOU CAN DO THIS!

DAY 9



Day 9 Worksheet

Why is this task or thing you want to do a NO-BRAINER for you? Why can YOU do this?

DAY 10



One of the most inspiring speakers I've ever heard (and I've seen a lot) was Glenn Morshower. I was shocked when I heard him speak because he usually plays such serious, cerebral characters. However, on the stage as himself, he is one of the funniest and most profound speakers I have ever experienced.

This is one of the best things he shared with me . . . and I share it with you.

He talked about the continuum from impossible to inevitable. It goes something like this:

Impossible: "Never, ever will this happen. What a complete waste of time to even think about it. Never, Nada, No way!"

Possible: "Well, it could happen. Strange, weird things happen sometimes, don't they? So I guess it's possible."

Probable: "You know, I'm pretty sure this can happen. Why can't it? It's really likely because I'm meant to do it, right? I should go ahead and plan for this to happen because it likely will."

Inevitable: "I better buy my ticket, make my plans, cuz' it's happening. So there!"

Glenn was hoping to push all of us in the audience toward spending more time in the Inevitable. I would love that, wouldn't you?

However, when we are stuck in Impossible, Inevitable feels like light years away.

What if we simply moved up one step? That would feel amazing, or at least it does to me. But you have to know where you are.

DAY 10



Two questions for you to ask yourself. . .

1. In regards to my “Could Do”, where am I? Am I at the Impossible stage? Possible? Probable? Or Inevitable?
2. What would it take for me to move up one step?

Example:

You want to write a book. But if you're honest, a big part of you thinks it's impossible. After all, you've never ever been published! You're terrible at grammar and who really cares what you have to say? There are already a ga-zillion books out there. Why does the world need one more?

You are at the impossible place. How do you move up along the continuum one step where you will see that it is POSSIBLE for you to write a book?

How do you let a few new thoughts enter your mind that will “let” you be an author? What evidence can you find of authors who were not really writers either yet have authored a book? Have you done things in the past you once thought were impossible?

Your task is not to jump from Impossible to Inevitable . . . you would get the bends. Instead, focus on moving up one step at a time.

Grab a pen and head to the worksheet or grab your journal.
Ready, Set, Go!

*The BEST
dreams happen
when you're
awake!!*

DAY 10



Day 10 Worksheet

Impossible → Possible → Probable → Inevitable

In regards to my Wanna Do, I am at the _____ stage. I want to be at the _____ stage.

Below is evidence that I can do this.

DAY 11



Today is simple – it's a day of Joy. Your task is to find something (related or unrelated to what you are creating/doing) that brings you pure joy!

These are some of my favorite Joyful Things to Do.

- Take a hike in the woods
- Surprise a friend and take him/her out to lunch
- Go to the farmers market and look at all the produce
- Get a little amorous with someone I care about
- Paint a room a new color
- Take a load of donations to Goodwill
- See a movie in the middle of the day
- Watch funny YouTube videos
- Sniff a newly bathed baby's head (I usually know the baby and ask permission first)
- Eat really good chips and salsa while sitting outside drinking a margarita at dusk with fun and funny friends with really great music in the background.

So, make your list and do something joy-a-licious today. Ready, Set, Go!

BTW: Are you worried about this assignment? How does this get you closer to getting the stuff done? It just does, so trust me!

DAY 12



What's standing in your way? You're not going to like this answer cuz . . .it's you.

When something is not happening the way you want it, most often YOU are playing a significant role in why it is not happening. More specifically, it's your thoughts ~ your negative, limiting beliefs tell you what you need and want to do simply can't be done BY YOU.

Oh yes, we think the thing can be done by people who are more organized, more intelligent, more driven, more lucky, more determined, more wealthy, more entitled, more ANYTHING than us. Just not by us.

But that ain't true. I think it was Walt Disney who said "If you can dream it, you can have it." Let's assume this is true, shall we?

If you can envision yourself doing something, having something, being something - then it is possible. Only your thoughts and the consequential feelings those thoughts create keep you from accomplishing what you want to accomplish.

And here is the real kicker . . . what you think about your abilities is most likely WRONG. Yep, most likely it is a load of crap-o-la.

If you have spent any time at all in mainstream culture and are even minimally aware of the cultural messages of your family, your community, etc., then you have been fed messages that say you have limits.

Well, we all have limits but most likely the limits you think you have (and therefore use as reasons to not try something) do not really exist.

So, how do we get rid of them? One step at a time.

Changing your mind may be one of the hardest things you will ever attempt.

You have most likely held limiting beliefs for a long time and it may take some time and effort to "retrain your brain" to think differently. You quite literally have to create new neuro-pathways with new thoughts. So, let's get started.

DAY 12



I wrote a book a few years back called “BOOM Thinking: The Gutsy Guide to Breaking Out of Old Mindsets”.

The BOOM Thinking 4-Step Process

First, Put On the Brakes!

What's the major limiting belief in your life at this very moment that's holding you back from where you want to be? Until you're in serious discomfort with a situation, behavior or thought, you'll just keep adjusting and plodding along in that same rut. Until you reach the tipping point, you're really not ready to change anyway.

Then, Observe

Where did this limiting belief come from? What triggers it? Why, exactly, do you feel the need to haul this baggage around with you? What do you NOT have to do as long as you keep holding on to it? Limiting beliefs usually have VERY deep roots. Take some time to dig deep.

Now, Obliterate!

Literally see this limiting belief being blasted to smithereens, relinquishing all of its power over you and your emotions. Thank it for whatever positive function it fulfilled in the past and confirm it is time for it to move on.

Finally, Make a New Mindset

Create a positive, powerful new thought or behavior to take the place of the one you just obliterated. Embrace a new way of looking at a situation that stymied you in the past, or adopt an entirely new process for handling similar challenges in the future - one that will move you forward.

DAY 12



Example . . .

“I can never make enough money. I will always have to struggle to pay my bills”

B: Put on the Brakes:

Whoa! Take a look at that statement. Never make enough money? Never is a long time, and what’s enough? This is one big hairy thought!

O: Observe what happens:

OK. Maybe never isn’t really true. And maybe I should define enough. And where in the heck did this come from? I don’t have to know but wow . . . it’s a doozie and I want it to go. See what’s happening here? Are you softening? Beginning to see some humor in that militant statement? I thought so.

O: Obliterate what no longer works:

Let’s get rid of “never” and let’s say “enough” means you can pay all your bills each month and treat yourself to one special something, a massage, a dinner out, whatever. The words “never” and “enough” just keep you feeling bad. You need and want to see things as possible, so these words and the feelings they create have GOT TO GO!

M: Make a new mindset:

What’s realistic for you? Can you replace that statement above with “I have all the money I need?” Maybe, maybe not. How about “I earn the money I need to pay all my bills and treat myself each month.” What’s important is that the mental plaque that’s been living in your head just got cleaned out and replaced with a new mindset – one that’s comfortable for you.

Now you try it out.

DAY 12



Day 12 Worksheet

Brakes:

Stop! What are you saying to yourself either out loud or just in your head?

Observe:

1. Now ask yourself, are these true?
2. Can you be absolutely sure they are true?
3. What happens to you when you have these thoughts?
4. How do you react when you think this thought?
5. What would happen to you (or your life) if you DID NOT have these thoughts?

Obliterate:

What could you believe instead ...

Make a New Mindset:

What could you do . . . starting now . . . that could help you shift your thinking?

DAY 13



Today is Left Brain Day. You're going to brainstorm ALL THE THINGS that have to be done so you can reach your goal.

Take your Wanna Do out and write down ALL the things, yes all of them, that have to be done. Be as specific as possible. Here are some examples.

Example #1: Create a Website

- Decide on a domain name
- Research and buy a domain name or two
- Be clear about what I want this site to do for me (get customers, service customers, etc.)
- Interview several web designers and choose one
- Determine my budget for this process
- Do I have or need a logo?
- Photos of me?
- Write the copy. Hire a copy writer? If so, who?
- Pick colors and determine what I want the site to look like.
- Lay out possible pages and functions
- Do I want to collect names of visitors? If so, how?

I could go on and on but you get the picture.

Example #2: Get my Finances in Order

- Make a list of where my money is (accounts, etc.)
- Gather all the information needed to access these accounts
- Determine a place to keep all the receipts
- Pull all the receipts into one place
- Do I need a bookkeeper? Accountant? Both?
- Collect names of possible bookkeepers, etc. and interview them
- Determine my budget for hiring help
- Do I want to do my money stuff online? If so, set this up.

DAY 13



Example #3: Find a Romantic Partner

- Do I have one now I need to get rid of?
- What am I looking for?
- What are the ways I can “put myself out there?”
- Consider on-line dating services
- Research on-line dating sites and choose one
- Check into speed dating
- Tell my friends I’m open to being setup

Now do this process for your “Gonna Do”

Notice I have now changed its name. It’s not a **COULD** Do anymore, it’s a **GONNA DO**.

Use the worksheet or take out your journal and write down **EVERYTHING** you think will have to be done . . . mentally, physically, financially, emotionally. Get it all down onto a big list.

DAY 13



Day 13 Worksheet

To accomplish _____, I need to . . .

DAY 14



Today begins with two definitions:

Task: A piece of work that can be completed in one step.

Project: A large or major undertaking.

Number one mistake . . . most people have a to-do list filled with projects rather than tasks. Because of this, they don't get things done. You know what happens then? They feel like crap! Putting projects on your short-term to-do list is like stepping into a pothole. It can really mess you up!

Let me explain. . .

Ordinary to-do list of Jane Doe, the owner of a boutique

To-Do - Monday

Go to the Gym

Change the window display for the season

Call Robin about her new line of earrings

Make a Facebook Fan Page for the store

Get financial info to the CPA

Get some new merchandise for the floor – spruce things up

Make a dental appointment

Pick up some flea medicine for Max

*The secret of change
is to focus all of your
energy, not on
fighting the old, but
on building the new.
~Socrates*

There is no way Dear Ole Jane can do all these things in one day. So the same items keep showing up on her list over and over. Worse yet, nothing gets done because she's too busy beating herself up for not getting things done.

MOST THINGS ON OUR TO-DO LISTS ARE MORE THAN ONE STEP!

DAY 14



Here's an example of how we confuse tasks and projects:

The sink drain is clogged and you need a plumber. You could . . .

- pick up the phone and dial 555-1234 to schedule the plumber.

In this case this turned out to be a task. More likely you will have to . . .

- think of whom you know who has used a plumber recently
- call them to see if they were pleased. If so, get the plumber's name and number
- find the number if they don't have it
- finally, call the plumber

In this case, this is a project because it takes more than one step to complete.

Another example:

You want to renew your membership to a professional organization. You must. . .

- find the renewal letter
- complete the paperwork or required forms
- write the check or go online and complete the payment
- If mailing, find a stamp
- put it in the mailbox

What you likely thought of as a one-step item on your to-do list in reality has several steps to it. Therefore it's a PROJECT!

Let's go back to Jane. Her to-do list is made up of both tasks and projects. Remember, tasks are one step items. With our definition, even many of her tasks could be seen as projects.

Her PROJECTS are:

- make a new seasonal window display
- decide on a new line of merchandise for the holiday season
- gather financial records and get them to the CPA
- create a social media plan for three different platforms

DAY 14



Her TASKS are:

- pick up flea medicine for her dog
- go to the gym
- make dental appointment

You may not always want to consider small projects to be Projects with a capital “P” but you do need to realize they often take more than one step. This is where a system comes in.

Why is this important?

Lots of reasons – but perhaps the most important one is so you can learn to be kinder to yourself. When we mistake Projects as simple To-Dos we’re burning ourselves out because they never get done.

Your Assignment:

Refer back to your list from yesterday. Write a “P” beside anything that is more than one step. Write a “T” beside those things that can be done with one action.

What do you have? I bet you have a list of PROJECTS!

This may feel overwhelming right now, but as you let this concept ink in and start telling yourself the truth (that this thing you want to do is quite a big deal) you will actually start to feel calmer.

DAY 14



Day 14 Worksheets

List all of your projects . . . any undertakings that will take more than one step to complete.

My Projects:

Blank lined area for writing projects.

Isn't it fabulous to have an "honest" to do list!

DAY 14



Now take each project and break it down into the tasks that need to be done to make it complete. The "Tasks/Action Steps" is where you list the specific item to do. The "Who, If Not Me" column is where you place the name of whom you delegate this item. The "Begin By" and "Complete By" columns are for the target dates.

Project: _____ Due Date: _____

Tasks & Action Steps	Who if not me	Begin By	Complete by

DAY 15



I've always believed it takes a village to raise ourselves. We humans are social creatures and can and should rely on the kindness of others.

No one is truly self-made. Everyone has gotten some kind of help from someone at some time.

So today's question is. Who can help you?

Really ALLOW yourself to think about getting help. I promise you, this just may be the game changer.

So we begin:

- What kind of help do you need?
- Who do you know who provides that kind of help?
- Who do you know who might know someone who can help you?

Here are some examples:

Building a Website:

- What kind of help do you need? "I need a new logo, so that may mean a graphic designer of some kind. I will probably need a new photo of myself which could call for a professional photographer. And then there is building the darn thing, so I will need a web designer. But I've never even had a website before so I really need some advice on where to begin - maybe I should talk to a consultant or at least someone who has done this before (a friend or colleague). I don't want to waste a bunch of money by getting more help than I need."
- Who do you know who provides that kind of help? "Do I already know any graphic designers, professional photographers, web designers or consultants? I can begin by looking them up on the web or giving them a call."
- Who do you know who might know someone who can help you? "I don't know where to start but I love Jane Doe's site. I can call her and find out who she used to create it. I also love Leslie's logo and know she had help designing it. I bet she can point me in the right direction. I can start there."

Now it is your turn. Using the worksheet, begin your big brain dump.

DAY 15



Day 15 Worksheet

What kind of help do you need?

Who do you know who provides that kind of help?

Who do you know who might know someone who can help you?

DAY 16



You're now on day 16 . . . over halfway there . . . and you're doing great!

How do you feel?

You've been taking action but it might not feel like it yet. Your inner critic might be saying, "Hey, you were supposed to be getting something done. All you've been doing is making lists and trying to THINK differently. It's time to get crackin'!"

**No matter how convincing your inner critic
may sound . . . he or she is wrong.**

You've been doing a lot. You've been reshaping how you think, you've been taking something big and overwhelming and cutting it down into manageable pieces.

To keep your stinkin' Inner Critic off your back, today's assignment is to look at your master list of "things to do" (from day 13) and pick something and just do it!

**Pick one thing you can complete today,
given all the other things you have to do.**

Make one important phone call. Write one page of copy for your website. Gather all your bank statements into one location. Take a load of donations to Good Will.

Then tell your Inner Critic to take a chill pill. Tell him or her all is good and your "but" is a-shrinkin'!

DAY 17



- Ain't No Mountain High Enough by Diana Ross
- Walking' on Sunshine by Katrina and the Waves
- Firework by Katy Perry
- Jump by the Pointer Sisters
- Strength, Courage and Wisdom by India Arie
- Unwritten by Natasha Bedingfield

What do all of these songs have in common?

Each has been my theme song at some time in my life. (Along with a whole lot more!) Nothing, and I mean nothing, can change your mood and energy faster than music.

It happens even quicker when you've handpicked a piece that sends a kick "but" arrow straight to your heart AND your fanny.

Let me show you what I mean. Let's take "Unwritten" by Natasha Bedingfield.

Read the lyrics below. (There's some repetition but hey, it's a song. At least peruse it for the yummy parts!)





“Unwritten”

I am unwritten, can't read my mind, I'm undefined
I'm just beginning, the pen's in my hand, ending
unplanned

Staring at the blank page before you
Open up the dirty window
Let the sun illuminate the words that you could not find

Reaching for something in the distance
So close you can almost taste it
Release your inhibitions
Feel the rain on your skin
No one else can feel it for you
Only you can let it in
No one else, no one else
Can speak the words on your lips
Drench yourself in words unspoken
Live your life with arms wide open
Today is where your book begins
The rest is still unwritten
Oh, oh, oh

I break tradition, sometimes my tries, are outside the
lines
We've been conditioned to not make mistakes, but I
can't live that way

Staring at the blank page before you
Open up the dirty window
Let the sun illuminate the words that you could not find

Reaching for something in the distance
So close you can almost taste it
Release your inhibitions
Feel the rain on your skin
No one else can feel it for you
Only you can let it in
No one else, no one else
Can speak the words on your lips

Drench yourself in words unspoken
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Can speak the words on your lips
Drench yourself in words unspoken
Live your life with arms wide open
Today is where your book begins
The rest is still unwritten
The rest is still unwritten

DAY 17



Pretty cool huh? Great lyrics that have you feeling Possibility, Probability and maybe even **Inevitability**.

Wanna go one step further? Go and find the song and give it a listen.

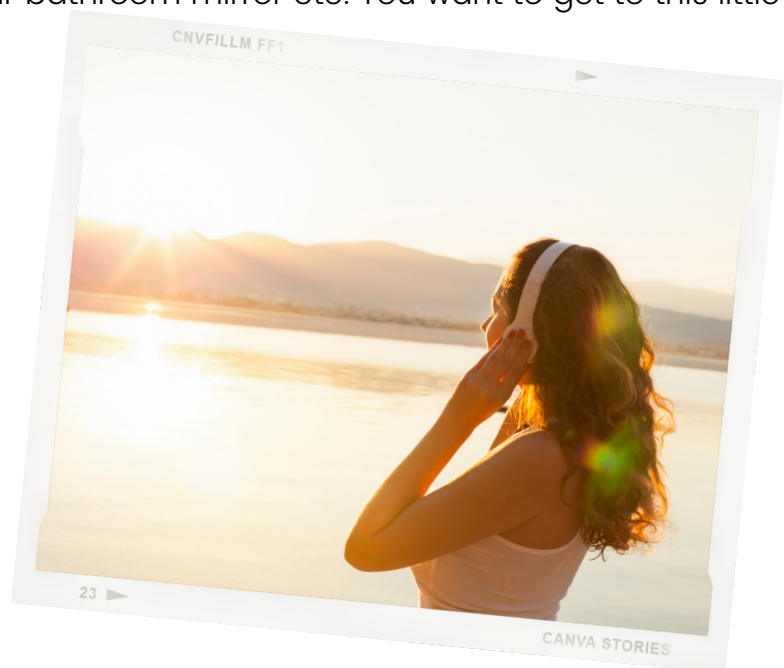
Wanna go even further? Pick up your stapler or hairbrush. Use it as a microphone and join Natasha in a duet!

So, how do you feel? Amazing, right? Like you can do anything you put your mind to?

This is the power of music.

So today's assignment has a few steps (should you choose to do them all)

- Choose a song that kicks your "but"; one that inspires you and reminds you that anything is possible.
- Put it on your various pieces of technology such as your smartphone or computer, print out the lyrics and tape them to your bathroom mirror etc. You want to get to this little gem as much as possible.
- Now . . . Listen, Listen, Listen



DAY 18



Shrinking your “Buts” happens as you change your mindset AND put new practices into action. Today’s lesson is a practice I love and one that will help you break your projects down and get things done. And let’s face it . . . taking action eliminates our “buts” faster than most anything else we can do.

When I’m faced with a mid-size or large project (or a small project within a project), the One-Simple-Step process can get me unstuck and movin’.

We are really hard on ourselves. We have an endless list of things to get done AND we believe we should do them all NOW. As I said earlier, CAN’T BE DONE.

So ask yourself: “What is the simplest action I can take?”

Because this is probably new to you, I offer you this One-Simple-Step process for breaking a project down into tasks. I can teach it best to you through an example.

The instructions are simple: Using a stack of 3x5 cards, write down each of the tasks that have to be done to complete an entire project, one task per card. Remember—a task is one action. In most cases you will end up with quite a stack. You now hold in your hand all of the individual items that have to be done to complete your project.

Why is this so cool?

- You can now tell your brain that this project is most likely bigger than you originally thought. Seeing this will hopefully result in kinder inner dialogue about yourself and the time it is taking to get it done.
- You can sort the cards in a variety of ways: Ones that take little or no brain power, items that can be done in the spare 5-minute blocks of time that pop up, or you may clearly see what you can delegate to someone else.

DAY 18



Here's an Example: Re-organize the garage

Write down every task (one-step) that needs to be taken. One step per card.

- *Card #1: Buy a Peg Board*
- *Card #2: Move the Freezer*
- *Card #3: Install the Peg Board*
- *Card #4: Dispose of old paint cans properly*
- *Card #5: Buy shelving*

Notice . . . wow, that's a lot of cards. Holy Cow, there is no way I could do all that in one day (or one hour, or in one sitting, etc.)

Now put your cards in a logical order and begin doing one task after another. And watch the stack shrink. You don't do them all at once . . . that's the whole point of the strategy. You pick a card and do the task that fits the amount of time you have and your energy level.

Now it's your turn.

Take your Gonna Do and either put the whole project on index cards or do this for one aspect of the project. Quite a stack, I'm sure.

But now you can get it done more easily. Trust me, seeing one small task on a card will motivate you to just do it.

And pretty soon . . . it's done!

What I love about this One-Simple-Step process is when I find a few extra minutes I can grab a card and work on a project by doing one or two tasks. Sure, it may be small but it is chiseling down a big project step-by-step.

DAY 19



I've got one for you, **Structure equals freedom!**

Let that one soak in . . . Structure equals Freedom!

So how can we put some structures in place that don't feel, well, too structured? Structure is what will take your life from **Wanna Do** to **Gonna Do** to finally **DONE!**

I've studied this for myself (I'm the queen of developing structures), so I've learned a few tips and had some eye-opening insights that have been very helpful to me and my clients.

Peruse this list and see what jumps out at you.

- A calendar can be your friend. If you are not calendaring your tasks, you're leaving things up to your mood and to chance. Begin using a calendar (written or electronic) to keep track of things you have to do and things you want to do.
- Designate certain times to be the CEO of your business and life. When you put on the CEO hat, you decide what needs to be done, the deadlines, the means and the outcomes you want. Then on the other days you're simply the "worker bee." On your worker bee days you don't have to spend any time deciding if what you are doing is worthwhile. You can trust the CEO would not have assigned you the task if it weren't important.
- If something takes less than 2 minutes to complete . . . Do It Now!
- I color code my electronic calendar. Each kid has a different color, networking has a color, and business development and volunteer work each have their own colors. Then I can look at a week or a month and get a feel for what's happening and what's missing. It's a quick way to see if my life is balanced or needs tweaking.
- I write notes to myself on my bathroom mirror with eyeliner. Granted, most of these notes are affirmations, but occasionally they are reminders about what I want to do in my life. It's a great way to start and end the day.
- There are boo-coos of apps that can be downloaded to help you manage your to-do list. The trick is to pick one and use it.

DAY 19



- Think about your own style and energy level. Are you best in the mornings? What are you like in the afternoons? Then assign tasks to fit your mood and energy. For example, I'm a better writer in the morning. Therefore, I schedule writing time earlier in the day. I leave afternoons for networking and household errands.
- Everyone gets a new 24 hours each day. Spending time regretting what you did not do or lamenting that time has passed you by only insures you will lose even more time. Wake up each day and embrace the time that lies before you.
- Go on an expedition for lost or underused time. Where are you frittering away precious time and energy you could use to move forward in some aspect of your life? Can you keep a book in the car for those times you're waiting on the kids? What about cooking a week's worth of meals on the weekend so your evenings are less hectic? Are you wasting time watching "The Biggest Loser" when you could be exercising?
- Star charts are not just for kids who are learning to use the potty. Make your own chart and include daily tasks you want to get done. And yes, give yourself a big gold star when you are successful!

Structure
equals
freedom!



23

CANVA STORIES

DAY 19



Day 19 Worksheet

How will I create structure to support my Gonna Do?

DAY 20



I'm willing to bet you've heard the term Mastermind. You may have even heard of Napoleon Hill who first brought this concept to the public in the early 1900s.

There are a slew of things about Mastermind Groups on the Internet, so I'm not going to go into much detail here. What I will do is tell you (briefly) what a Mastermind Group (or brain trust) is - and that you need one.

On a personal note, having Mastermind groups of my own have made the difference between me saying I "wanna do" something and frankly, getting the ding-dang thing done. **It's accountability baby!**

First, a mastermind group can look a lot of different ways. But basically it is a group of people (which could be only 2) who come together to help one another do something better. Groups form to help each person grow their business, get into better shape, accumulate wealth, etc. I was part of a group centered on being a better parent.

Why do you need this? Because no one is smart enough to do "it" alone. Well, you might be able to, but it's way faster, way more effective, and way more fun when you have others around to help you be your best.

So, here is your assignment.

1. Start small. Think of one person (or more if you wanna) you would love to connect with regularly for the purpose of helping you accomplish your "Gonna Do". Maybe this person has done what you are trying to do and s/he can be a mentor and support to you (and I bet you can help him/her with something too) or you know you both have similar aspirations.
2. Make sure s/he is not a whiner but rather a go-getter who will have the courage and willingness to hold you accountable. This is key!
3. Ask him/her to coffee (or cyber coffee if they are not geographically close) and see if they are interested, too.
4. If s/he are interested, consider a structure that works for both/all of you. I've done this many ways, from meeting for a 1/2 day once a month or meeting weekly for an hour. I've even had times where I exchanged a morning telephone call to keep us focused.

I've found almost everyone needs someone to be accountable to. Bet this is true for you, too.

DAY 20



Day 20 Worksheet

Who comes to mind when I think of a Mastermind partner or group?

What steps will I take to create my own Mastermind group?

DAY 20



I RELEASE

I release myself to the mastermind because I am strong when I have others to help me.

I BELIEVE

I believe the combined intelligence of the mastermind creates a wisdom far beyond my own.

I UNDERSTAND

I understand that I will more easily create positive results in my life when I am open to looking at my self, my problems and opportunities from another's point of view.

I DECIDE

I decide to release my desire totally in trust to the mastermind and I am open to accepting new possibilities.

I FORGIVE

I forgive myself for mistakes I have made. I also forgive others who have hurt me in the past so I can move into the future with a clean slate.

I ASK

I ask the mastermind to hear what I really want; my goals, my dreams and my desires, and I hear my mastermind partners supporting me in MY fulfillment.

I ACCEPT

I know, relax, and accept, believing that the working power of the mastermind will respond to my every need. I am grateful knowing this is so.

DEDICATION AND COVENANT

"I now have a covenant in which it is agreed that the mastermind shall supply me with an abundance of all things necessary to live a success-filled and happy life. I dedicate myself to be of maximum service to God and my fellow human beings, to live in a manner that will set the highest example for others to follow and to remain an open channel of God's will. I go forth with a spirit of enthusiasm, excitement and expectancy."

DAY 21



Are you a perfectionist? Do you think you must do things 100% perfect all of the time or you shouldn't even try? Or . . . are you a person who cuts corners, sweeps the dust under the rug and hopes nobody knows? Either one of these extremes can cause us to have big butts.

We either are afraid of doing things imperfectly (so we don't start or don't finish them) or we slack off and never seem to get things done because we let ourselves off the hook.

No matter which way you are bent, I offer you one of my favorite terms:

Conditions of Satisfaction

A Condition of Satisfaction is what you need to happen so you will be satisfied. Pretty simple, huh?

However, asking yourself to define AHEAD OF TIME what your condition of satisfaction will be can often shine a light on places where you are holding unreasonable expectations or no expectations at all. Here's what I mean.

Let's say you decide you're going to start a new exercise regime. You decide you should go to the gym everyday and work out for one hour. Pretty clear, right? But let's face it . . . life happens and pretty soon you miss a day.

If you are a perfectionist you may decide to postpone this new commitment until your schedule gets more "freed up." If you are one who slacks off a bit you may decide a day here and there is better than nothing, so you let yourself off the hook for this new goal.

By setting a Condition of Satisfaction AHEAD OF TIME and making a realistic but firm commitment, you are more likely to get your "butt" there.

You could decide your goal is to get to the gym everyday but your Condition of Satisfaction is that you do this at least five days a week. You've lowered the bar a bit but you've determined that five days is what you will accept in order to not beat yourself up. You allow for imperfection to be your new perfect.

Or, put another way, you decide you need to be at the gym five days a week and anything less is not making your health a priority. In this case, you've set a Condition of Satisfaction that requires you to step up and not drop the ball.

Now it's your turn.

DAY 21



Day 21 Worksheet

What is your Condition of Satisfaction for this project? Do you want to work on it everyday? An hour a week? Get one index card completed every weekend? How do you want to play this?

What are some reasonable goals that stretch you toward getting your Gonna Do done but also allow for you to be imperfect.

DAY 22



The sexiest parts of a new project are often the beginning and the end.

What happens in the middle is . . . well, just what's in the middle.

Most of us find the middle boring. It's when our eyes and minds begin to wander, we start chasing new squirrels, or we begin day dreaming about beginning a new project. And before we know it, we've dropped the ball on the very thing we wanted to do.

Many of the techniques I've taught you (and more to come) will help you put systems in place to guard against this.

However, the # 1 way to stay on track is to go back and remember "WHY" you want to do this thing in the first place!

So, why do you want to do your Gonna Do? Don't just remember with your brain but your heart as well.

Okay, ready to do something weird? Stand up, throw your shoulders back, stretch your arms wide and take in a few open mouth breaths. Feel the life force in you. Now shake your body and get the blood flowing . This is a great time to put on that theme song you chose a while back and dance your little heart out.

Now, feel why you have this ambition. What it will mean to you when you have it. Go back to Day 5 and read what you wrote. You know this is yours, so dive into the yummy nougat center of your ambition.

Can you feel it? Can you see it? Do you know that you are the perfect person to do this thing! You are. I know it. You know it. Now get out there, and show it! (a little rhyme)

DAY 23



You've heard it said that we have to BELIEVE we can change. We have to FEEL GOOD so we can attract good. I'm not going to debate . . . it just is what it is.

So, how do we stay in a place of feeling good when we don't actually feel so hot?

Great question and a bigger one than this 30 day program can fully explore. However, I offer you some information and a simple exercise to help you shift your energy, which will consequently shift your feelings, which will shift your thoughts.

Then Oh Boy . . . Watch Out!

Emotional Guidance Scale

According to Esther and Jerry Hicks and the Teachings of Abraham.

The scale of your emotions looks something like this . . . (top being the highest going down to the lowest. Bet you would have figured that out all by yourself.)

- Joy/Knowledge/Empowerment/Freedom/Love/Appreciation
- Passion
- Enthusiasm/Eagerness/Happiness
- Positive Expectation/Belief
- Optimism
- Hopefulness
- Contentment
- Boredom
- Pessimism
- Frustration/irritation/Impatience
- Overwhelming
- Disappointment
- Doubt
- Worry
- Blame
- Discouragement
- Anger
- Revenge
- Hatred/Rage
- Jealousy
- Insecurity/Guilt/Unworthiness
- Fear/Grief/Depression/Despair/Powerlessness

DAY 23



To use this scale, begin by identifying where you are on the scale right now. Then try to move up one or two or three steps. The mistake comes (in my most humble opinion) when we try to leap too far and too fast. Then more often than not, we're just saying the words but not really feeling the feeling.

So, my suggestion is to try to move up only a few steps on the continuum. You will find that you get to the higher vibrating thoughts much quicker and easier.

Here's an example: You figure out you're jealous.

You're so jealous, you can't stand it. Everywhere you turn you see someone who has something you "can't have." It's making you crazy and you spend a lot of mental energy growling about what others have AND beating yourself up for being so petty and mean.

Typically, we might tell a jealous person such as yourself to "Look at all the wonderful things you have." Or "Remember, everyone has problems . . . even those friends of yours who seem to have it all."

But let's face it. YOU'RE STILL JEALOUS and there ain't no amount of rationalization that's going to make you feel better.

Using the Scale:

"I wonder if you could/would consider moving from jealousy to say . . . anger?"

"Cheri, are you crazy? Anger isn't any better. It's still negative & disempowering, isn't it?"

The truth is, anger is different than jealousy. The reason is, anger "feels" different from jealousy. Unlike jealousy, anger might ignite you to take action or adopt an "I'll show you" kind of mentality. It may raise your energy level or get you to spout out a bunch of debilitating inner garbage that has been holding you back.

Simply put, anger is a higher vibration than jealousy. Therefore it's a better place to be.

Then, of course the next step would be to take your anger up a couple of notches.

Get it? Now it's your turn.

DAY 23



Day 23 Worksheet

So . . . where are you today in regards to your “Gonna Do”?

I am at _____ on the emotional scale.

Where could you strive to be emotionally? What is a new feeling state that is one or more steps higher than where you are right now?

What can you do, what actions can you take, what things can you say to yourself that will help you move up the scale?

DAY 24



In 2000 I began creating Vision Boards to help me answer questions that were puzzling me. I also used these Vision Boards to help me call into my life very specific outcomes.

I have a closet full of them, each dated and representing my wishes at various times. I cut out magazine clippings of pictures and words and then glued them on boards to “place my order.” Each board has a story.

In the years I've been doing Vision Boards, lots and lots of the things I declared I wanted have come to me.

For example, I put on several boards that I wanted to speak (and enjoy the amaz-ing spa) at Rancho La Puerta in Tecate, Baja California, Mexico. Guess, what . . . I've been there and I'm going back!

LONG before I even began writing my book, I declared I wanted to and would write it and now it's done.

From finding the perfect bedspread to meeting the perfect business collaborator, each seemed to come to me after I declared what I wanted.

A vision board helps you tap into your desires from a different angle. No lists, no tasks, no reminders. Instead it's a visual buffet that says “Yes, please. That's what I want.”

How do you do your own Vision Board?

There are many, many ways to do this (also, there's no wrong way). For this exercise, I recommend you pick up a stack of magazines or go online and begin printing out pictures and phrases that represent the things you want.

Pull out your “My Fabulous Ambitions” folder as a reminder of things you declared you wanted. Look for pictures and colors that inspire you and then cut them all out. Make a delicious stack.

Next pull out a poster board, a foam board, or cut open a cereal box and glue pictures to the inside panels. Use anything to begin placing your photos and phrases in a pleasing pattern.

I'll leave you to it,

DAY 25



Are you taking action? Are you doing what your calendar tells you to do? Are your butts shrinking and your Gonna Do getting done?

If you answered yes then kudos to you! If not, let's look at why not.

For the Yes Folks:

Stand up right now and do the happy dance. You are doing "it". You're showing up and making things happen.

How do you feel? What new beliefs are buoying you? What has shifted for you in the program? (PS: If you feel this program has been part of your success, do drop me a line or a testimonial at cheri@cherihoneycutt.com. There is nothing is more motivating than a person's success story.)

For the No folks:

First, do the happy dance because you are reading this workbook right now. If you're reading this then you're still in the game! You've just hit a snag or two along the way. It could be some old or some new limiting beliefs have surfaced. You may not have found a system that helps you get everything done. Or maybe you really need an accountability partner or Mastermind group and that's not in place.

On the up-coming worksheet you will be asked to answer some questions and complete a table. I will ask you to think about the reasons you are not making progress on your Gonna Do. Pay close attention to these reasons. You may just have sprouted some new "buts"! Then I have provided you a grid so you can begin to list some specific actions you will take along with a DEADLINE for completion. You know you want this, so lets get cracking and hold yourself accountable.

DAY 25



Here's an example for Reorganizing Your Office:

Tasks & Action Steps	Due Date	Reward I will get when this step is done.
<i>Clean off desk top and file papers</i>	<i>June 23</i>	<i>Celebratory dinner with friends</i>
<i>Go through the filing cabinet and shred or recycle what is no longer needed</i>	<i>June 27</i>	<i>Go to a 5:00 pm movie on a Friday afternoon</i>
<i>Purge and Reorganize the bookshelves</i>	<i>June 24</i>	<i>Buy the new book I've been wanting</i>
<i>Get rid of all the old electronics and devices</i>	<i>June 30</i>	<i>2 hours guilt-free reading on my deck</i>
<i>Repaint the room</i>	<i>July 4</i>	<i>Buy the new pillows for the office!</i>

Don't skip today's worksheet. It is incredibly important.

So, in closing . . .

"Yes" Folks . . . you rock!

"No" Folks . . . you rock too! So get rockin'.

One of my all time favorite quotes from the 2012 movie "The Best Exotic Marigold Hotel.

**"Everything will be all right in the end.
If it is not all right, then it is not the end!"**

DAY 25



Day 25 Worksheet

The primary reason I am not doing what needs to be done to complete my “Gonna Do” is:

Some secondary reasons I’m not doing things are:

Now that I have named my block or blocks I’m going to change things. I’m going to take the following actions AND do them by the following dates.

Tasks & Action Steps	Due Date	Reward I will get when this step is done.

DAY 26



Who are you?

Sometimes, in a fit of overzealousness we set goals and make plans or have certain ideas about how we should be by watching others. We use other people's processes (especially those we perceive to have what we want) as the guide for the "right" way to do something.

If we're not careful, we will begin to feel we must do it the way others do "it", thus negating our own unique style.

Examples:

You want to be a writer and you know a successful writer who gets up at 5AM every morning to write, so you might think you need to do this as well.

Or you may know a person who loves to make sales calls (and you hate it). Because of this, you may feel you need to be on the phone, calling up strangers every day, just like your colleagues do.

Or maybe you have a friend whose house looks like a display in Rooms To Go and your house looks like Rooms Gotta Go. You think their way is better so you kill yourself trying to keep a tidy house. Never mind your friend is single and anal retentive and has a housekeeper, and you have three kids, a pack-rat partner and two dogs that shed. ARGGGGGG! So I ask you again . . . who are you?

A couple of questions to get you thinking.

- What are your unique ways of doing things?
- When are you at your best?
- What times of the day do you have the most energy? The least?
- Are you a people person, do you need solitude or a combination of the two? Are you pressure-prompted or want lots of lead time to get things done?

The moral of the story is "Be who you are!" Quit thinking you should do things the way others do it. It'll kill ya, so stop it. Sure, you may wish you were someone different some days . . . but you're not. You're you. Lovely, little ole you!

**So be yourself, find your groove, ignore how others
do it and keep your eyes on your own paper.**

DAY 26



Day 26 Worksheet

So, who are you?

DAY 27



All work and no play makes Jack a dull boy and Jane a cranky girl!

So, today is about having lots and lots of fun.

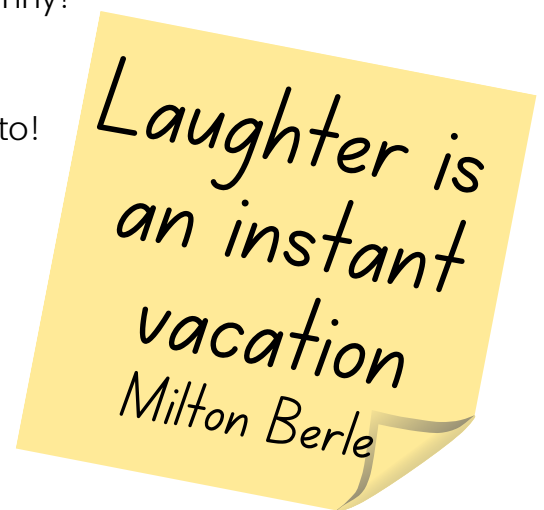
And by fun I mean laughter. Little tee-hees, belly laughs, and you-better-cross-your-legs kind of laughs. That's what I'm talking about.

You might be thinking. "What the heck-a-reno does this have to do with shrinking butts?"

The answer is simple . . . EVERYTHING!

Here are some of my favorite ways to get the laughter started!

- Awkward Family Photos: This is ALWAYS a guaranteed laugh for me. Go on-line or find the books in the store to see some hilarious pictures that will have you feeling pretty darn good about yourself (or destroying your own photos.) awkwardfamilyphotos.com
- Then there are the talking animals on Youtube™. I don't care who you are, these are funny. Check out the dog from the picture on the left and hear what he thinks about bacon. It's a guaranteed laugh. But be careful. You will get lost in the videos and not get much else done. Search "ultimate dog tease."
- While you're on the internet, check out babies eating lemons. Try not to laugh. You can't.
- Then there is George Carlin. Brilliant, clever and oh-so-funny!
- For me, the television series Modern Family is always good for a laugh. Oh, and Schitt's Creek is my go to!



DAY 28



We humans are a tricky bunch. We tell ourselves things that make us feel better in the moment. Or worse, we say things that let us off the hook. We can make excuses in a flash and never blink an eye.

The main tip of today's lesson is to remind you that you might be doing this in regards to your Gonna Do. You may be fibbing just a bit to yourself.

Here's what I mean.

- "I'm just so busy. I will pick up the dang Work Your 'But' Off! program later."
- "I really do need to spend three hours figuring out which font looks better on my website. That stuff really matters."
- "I don't mind the clutter. Really, I love to have a lot of things at my finger tips."
- "If I stand up to her, I'll hurt her feelings. She has so much on her and I don't want to make things worse by acting so needy."
- "I don't REALLY want to be a full time artist. I'm quite content just doing my art on the weekends."
- "I love being single. I get to do whatever I want to. I don't need a partner."
- "I come from a long line of complainers. It's just in my nature."

If you need a reminder of how to turn these things around, review the lesson from Day 11.

Quote of the day . . .

Don't believe
everything you think!

DAY 29



Today's assignment is to create a Kick "But" Manifesto.

"Cheri, what's a manifesto?"

Manifesto (măn'e-fēs'tō)n., A public declaration of intention.

I invite you to create a document, one you can get behind, share with others, display in your home and read as a reminder of what you intend to happen. Kapesh?

An Example:

I, Cheri Honeycutt, affirm that I will . . .

- Establish a productive and fun Mastermind group that will hold me accountable.
- Believe in my ability to make things happen. I will say kind things to and about myself.
- Keep my clutter to a minimum because I know the mess adds to my feeling of being overwhelmed.
- Do complete work.
- Make time for pleasurable activities every week.
- Determine and work set hours.
- Calendar all items, even if it is way into the future, so my mind can rest.
- Begin a meditation practice to help reduce my negative mind chatter.
- Recognize my natural strengths and gifts. Then delegate things to others or hire the help I need.
- Surround myself with images, people, music, etc. that inspire and support me.

Signed _____ Date _____

Now it's your turn.

DAY 29



Day 29 Worksheet

My Kick "But" Manifesto

I _____, affirm that I will...

Signed _____ Date _____

DAY 30



It's the last day of Work Your But Off AND it's the first day of the rest of your life.

Celebrate good times, COME ON! There's a party goin' on right here. Let's Celebrate. It's all right! Sing it with me!!!!

You've made it to Day 30!

It's an indisputable truth - you're further along than you were 30 days ago. Even if you just read the lessons in this workbook and DID NOTHING, things still shifted.

But I know you did WAY more than that. So, let's reminisce, shall we?

Task One: Trip Down Memory Lane!

You get to make your own "Before and After List". You're gonna love this.

I started to give you sentence stems as starting points but decided that might limit you. So, you get to do this activity FREESTYLE.

But here's an example:

BEFORE	AFTER
<i>I felt bad all the time because I was all talk and no do</i>	<i>I can point to things I've done. I'm doing it!</i>
<i>I felt embarrassed</i>	<i>I feel empowered!</i>
<i>The stress was unbearable. I always felt pressured.</i>	<i>I feel lighter and more confident!</i>
<i>I never got to the gym</i>	<i>I've gone to the gym 3 times a week since I began this program</i>
<i>I rarely spent time on my art</i>	<i>I have produced three pieces of new art</i>
<i>My website sucked.</i>	<i>I have hired a web designer and it's underway!</i>

DAY 30



Task TWO: How Are You Going to Celebrate?

It's time to plan how you'll celebrate having turned a corner, being closer than ever to your goal, having eliminated some pesky negative beliefs, being able to see the light at the end of the tunnel and the pot of gold at the end of the rainbow.

"But Cheri, it's not done yet."

SO WHAT! Celebrate anyway. Celebrate now AND celebrate when you're done. My guess is you don't celebrate enough so there is very little risk of you over doing it.

How you gonna celebrate?

I plan to celebrate by _____!

So in closing . . .

You rock!

You are Fabulous!

If you can dream it you can have it.

Happiness is a choice.

You can design, create and live your life on Purpose!

And once again, my fav . . . "Everything will be all right in the end. If it is not all right, then it is not the end!"

DAY 30



Day 30 Worksheet

BEFORE	AFTER

I'm going to celebrate my accomplishments by . . .

WHAT'S NEXT?



It's my most sincere hope that you'll keep working to work your "butts" off. Why? Because making effort to design and create the life you truly love IS the gold. So, in the words of the poet Mary Oliver, "What is it you plan to do with this one wild and precious life?"

To that last question, I hope you'll stay in touch with me. I'm here to help you keep moving in the direction of the life you want. As you've probably figured out, I'm passionate about helping individuals, leaders and teams stop just "showing up" and start performing so they can create real momentum and better results.

WE CAN STAY IN TOUCH A FEW WAYS :

- Become a member of my "Design Your Life On Purpose" Facebook Group! It's for people who don't want to settle. That's you, right? www.facebook.com/group/designyourlifeonpurpose]
- Listen to my podcast "Design Your Life on Purpose". Apple, Spotify and More.
- Check out my books. Yes, I wrote them under a different name (Cheri Britton) but they're still packed with good ideas to help you live On Purpose! "BOOM Thinking: The Gutsy Guide to Break Out of Old Mindsets" and "Work Your But Off!: A 30 Day Program to Help You Eliminate Excuses and Get Your butts Off the Couch!"

ABOUT CHERI

I'm a question asker, "but" kicker and I see possibility at every turn. I believe you can have the life, the team, and the business you really and truly want if and when you live *In Purpose?*

I'm hell-bent on helping people design the life they have always intended to live. I want to shout it from the top of tall buildings, "Wake up! Stop living by default! It's time to live the life you REALLY want!" I believe all of us have a purpose to fulfill and we gotta live ON PURPOSE to bring that to fruition.

I'm passionate about this because I've spent way too many years just getting by, drifting along, second guessing myself and not having much of what I wanted. Or so it seemed. In truth, in those "not so hot" years I was in fact crafting a plan to live my life on purpose and have the life I really wanted. I was designing my ideal life & now I want to help others do this..

For over 20 years I've been offering individual and group coaching, providing professional facilitation & training for healthcare and learning communities, keynotes and retreat experiences. To contact me or learn more visit www.cherihoneycutt.com.

