



HOW TO SET AND ACHIEVE YOUR GOALS

PPSSMP LESSON 3

Dear PPSSMP,

Please follow this guideline to complete your Lesson 3 homework.

YOUR VISION

“Your dreams are a snapshot of your future”

Albert Einstein

In PPSSMP Lesson 1, you developed your values tree, which expanded upon these values:

- Physical Health
- Eating Habits
- Rhythm(s)
- Space Needs
- Time Management
- Emotional Health
- Mental Health
- Spiritual Health
- Family Needs
- Social Needs
- Cultural Needs
- My Purpose

You also mapped out your legacy using the ten components of a legacy:

1. Values
2. Income
3. Passion.
4. I Feel Good When I?
5. Responsibility
6. Purpose
7. Working Conditions
8. Geography
9. People
10. Dream



If you could not yet determine what your *life legacy* will be, determining what, or *whose* legacy you would like to contribute to with your working life each day is an important first step to finding and living your own legacy. Choosing a company, mission or organization whose values are synergistic with your own allows you to *contribute to a larger legacy than you may be currently ready or willing to undertake on your own.*

Within the framework you created through your values tree and expanding on your legacy components, you can now determine or re-state your *vision*. *Your vision in this regard is the umbrella under which your goal setting and writing will take place and should, for all practical purposes, be synergistic with your chosen legacy.* The clearer and more explicit your vision can be expressed, whether in writing or artistically, the more effective it will be as an attractive force, assisting in the realization of your goals. *Your commitment to this process is likely to match your commitment to the principles and practices of effective goal setting and goal achievement.*

Both success and failure are largely the result of habit.

Napoleon Hill

If you are having a hard time getting clear on your vision, these questions should be helpful to you:

1. What do you want your lifestyle to be like in the future?
2. Why do you want to create this particular style of living?
3. Who do you have to be in order to create this style of living?
4. With whom will you create the lifestyle you desire?
5. From whom do you need assistance to create this lifestyle?
6. For whom will you create this lifestyle?
 - a. Yourself?
 - b. Family?
 - c. Community?
 - d. The world community or *society*?
 - e. The world or planet?
 - f. For the purpose of making history?
7. How will you and those around you (involved with you and your vision/legacy) benefit from your achieving and living the lifestyle you desire?
8. When do you want this lifestyle to manifest?
 - a. Months from now?
 - b. A year from now?
 - c. Years from now?
9. How will you feel about yourself when you are living this lifestyle?



- a. If you fulfill your desire for this lifestyle, will you be living in direct synergy or in conflict with your stated values?
10. Upon successfully creating this lifestyle (living your vision):
- a. Your physical environment is?
 - b. Your emotional environment is?
 - c. Your mental/intellectual environment is?
 - d. Your social environment is?
 - e. Your spiritual environment is?

It is impossible to escape that people commonly use false standards of measurement — that they seek power, success and wealth for themselves and admire them in others, and they underestimate what is of true value in life.

Sigmund Freud

To avoid unnecessary effort in creating your vision, it is important that you have become *very clear* as to where your current development lies in the 'I' ~ 'WE' ~ 'ALL' phases of personal and spiritual development. *You must also ascertain where your commitments lie, for your development and commitments may not match. Therefore, you will be best served to place your self-development as HIGH PRIORITY, so that you may effectively fulfill your 'WE' and 'ALL' obligations.* To assist you in this *very important goal setting processes*, please complete your **PPSSMP Lesson 3 Goal Setting form**. At the bottom of the form, you will see a list of both your personal values, which you should have mapped out as your values tree in Lesson 1, and the ten components of your legacy, which you have expanded upon in Lesson 1. Use the bottom section of this form to check the boxes or list in priority which values and legacy components would be best addressed highest in your goal(s) priority. Choose no more than 3 priority goals to work on *first* once you've prioritized both values and legacy component goals. List these priorities below the 'I' where you see the words *Value Goals*.

After you have completed the bottom of the **PPSSMP Lesson 3 Goal Setting form**, complete the **GOALS WHEEL – Goal Setting Priority Assessment questionnaire**. You will find the Goal Setting Questionnaire below. Once you have completed the questionnaire, tabulate your scores and circle the appropriate number on each respective spoke of the Goals Wheel. To have a balanced life, you must have goals that match your greatest needs. It is the tendency for most people to set goals to accomplish more of what they are already good at and avoid what they really need most. This leads to an imbalanced goal plan and therefore *an imbalanced life*.



After having completed your Vision, your Goals Wheel and listed your *priority* Personal, Professional and Spiritual Goals as selected from your I, WE, ALL assessment (see slide shows for Lesson 3.), you are ready to write your Goal Plan. Finally, you will write your Goal Strategy as directed below the **GOALS WHEEL – Goal Setting Priority Assessment questionnaire**.

Use the S.M.A.R.T. goal setting and achieving method and all the other key tips you learned in your Lesson 3 slide shows to maximize your effectiveness at achieving your goals. If you apply the technology I've shared with you in this lesson, you will reach a level of goal achievement and success that *you have probably only dreamed of*.

GOALS WHEEL

GOAL SETTING PRIORITY ASSESSMENT

To assist you in better prioritizing your goals, please complete the following questionnaire and graph your results on your *GOALS WHEEL* form. The scoring system will give you a score for each of the 12 categories, which show up as spokes on the *Goals Wheel*. The goal is to have a *well-balanced wheel*, which means you will have a more enjoyable ride through life. By connecting each of your scores together with a line, you can see how round or misshapen your wheel is. Your emphasis should be to make the *flattest* areas of your Goals Wheel the highest priorities for your goal setting using the methods described above (A, B, C priority ranking). If you have flat spots in the 'I', 'WE' and 'ALL' areas of your Goals Wheel, *you will get the best results in your life by making all 'I' goals your 'A' priority, followed by 'WE' (B.) and finally 'All' (C.) goal accomplishment. When completing this goal setting priority assessment, the more honest you are with your 'SELF', the more S.M.A.R.T. your goals, planning and strategy will be. Now is a very good time to be blatantly honest.* After all, it is your life and your life is also the example for all your loved ones to see and follow. *What will you teach them?*

As your PPSSMP Mentor, it is my (Paul Chek's) job to *guide you into and through uncharted territory*. That said, some of the questions may provoke an emotional response in you. Don't answer the questions to accumulate points when an answer that gives a lower score is more in line with your *current* belief system. If you aren't honest, your Goals Wheel becomes useless. If you hire a guide to take you on a jungle tour and he tells you, *"we will be walking through poisonous snakes, there are vampire bats in the caves here and hungry, man-eating tigers over there, so follow my lead,"* it is highly unlikely that you will argue with the jungle guide about his ability to lead you or *his*



philosophy of jungle navigation. By the same token, as we navigate the *jungle of life together and set goals for successfully reaching our individual and collective destination, you will be best served by restraining yourself from spending your energy and emotions arguing with or second-guessing the guide. Pay close attention to where you are and trust that I and the other PPSSMP mentors, who have studied and lived the topics at hand at great depth, will aid you in getting through the snakes, vampires and man-eating tigers that are YOUR OWN issues.* Remember, regardless of whether you agree with God and/or Mother Nature, *they got you here and sustain you.* God and Mother Nature are open to change, as proven by all great pioneers, artists, inventors and achievers alike. Are you?

Enjoy the journey.

SAEFETY/FINANCIAL

1. In my childhood, my parents fought over or tension in the family relationship was created around the issue of money ____% of the time.
1 = 90% 2 = 80% 3 = 70% 4 = 60% 5 = 50% 6 = 40% 7 = 30% 8 = 20% 9 = 10%
10 = < 10%.
2. My parents were together in their relationship until I was:
1 = age 0-7, 2 = age 8-14, 3 = 15-21, 4 = 22 – 28, 5 = they split up after I was 28, 10 = Parents still together at the time of answering this question.
3. I could maintain a comfortable, low stress lifestyle without a pay check or having to generate additional income (aside from already existing income streams that are self sufficient and don't require your work) for:
1 2 3 4 5 6 7 8 9 10 or more paychecks.
4. Should I need physical, financial, emotional, mental or spiritual support, I have ____% confidence that my family will be there for me:
1 = 10% 2 = 20% 3 = 30% 4 = 40% 5 = 50% 6 = 60% 7 = 70% 8 = 80%
9 = 90% 10 = 100% confidence.
5. After paying my rent/mortgage, car payment and all fixed monthly expenses, I have used ____% of my monthly income, based on my average monthly paycheck or my annual income divided by 12.
1 = 90% 2 = 80% 3 = 70% 4 = 60% 5 = 50% 6 = 40% 7 = 30% 8 = 20% 9 = 10%
10 = < 10%.



6. My sense of safety and security relative to my overall physical health gives me ____% confidence that I can live a full, active life and fulfill my legacy.
1 = 10% 2 = 20% 3 = 30% 4 = 40% 5 = 50% 6 = 60% 7 = 70% 8 = 80%
9 = 90% 10 = 100% confidence.
7. As an individual navigating life, I have ____% of confidence in myself and my ability to create what ever is needed to fulfill my needs:
1 = 10% 2 = 20% 3 = 30% 4 = 40% 5 = 50% 6 = 60% 7 = 70% 8 = 80%
9 = 90% 10 = 100% confidence.
8. I have what level of confidence that I am safe in the world today?
1 = 10% 2 = 20% 3 = 30% 4 = 40% 5 = 50% 6 = 60% 7 = 70% 8 = 80%
9 = 90% 10 = 100% confidence.
9. In my lifetime, I have suffered from painful conditions in the lower back, pelvic or leg region _____ times:
10 = 1 or less, 9 = 2 or less, 8 = 3, 7 = 4, 6 = 5, 5 = 6, 4 = 7, 3 = 8, 2 = 9, 1 = 10 = pain that was disruptive to my life more than 5 times in my lifetime.
10. I am able to fit in and feel part of the tribe or (human) family when I am:
1 = alone or never, 2 = with my direct family only, 3 = with family members or close friends only, 4 = with friends, family or groups/team(s) I am associated with. 5 = anywhere within my own country. 6 = anywhere people speak my language. 7 = Anywhere where the culture is similar to my own, 8 = I can feel comfortable and part of the human family anywhere in the world because I love and am comfortable with my self to the point that I don't necessarily *need* to feel that I have to fit in or get the approval of others.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Safety/Financial.'

PHYSICAL HEALTH

1. My overall physical health today, rated in % of ideal based on the concept that if 100%, I could do anything I desire and live my life and legacy fully, is:
1 = 10% 2 = 20% 3 = 30% 4 = 40% 5 = 50% 6 = 60% 7 = 70% 8 = 80%
9 = 90% 10 = 100% health and vitality.



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2. In my childhood, I suffered from illness or physical pain ____% of the time?
1 = =< 90% 2 = 80% 3 = 70% 4 = 60% 5 = 50% 6 = 40% 7 = 30% 8 = 20% 9 = 10% 10 = < 10%.
3. I use some kind of herbal remedy for ailments ____% of the time?
1 = 90% 2 = 80% 3 = 70% 4 = 60% 5 = 50% 6 = 40% 7 = 30% 8 = 20% 9 = 10% 10 = < 10%.
4. Within the last year of my life and up to the present moment, I have taken/used one or more prescription drugs, inhalers, or any medical supplement that must be prescribed by a medical doctor ____% of the time:
1 = 90% 2 = 80% 3 = 70% 4 = 60% 5 = 50% 6 = 40% 7 = 30% 8 = 20% 9 = 10% 10 = < 10% or never.
5. My resting pulse rate is between 38 (or lower for conditioned athletes, Yogis, Tai Chi and Qi-gong practitioners) – 65?
1 = never, 5 = occasionally, 10 = always or almost always.
6. I suffer from high blood pressure:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
7. My body weight is optimal and I enjoy what I see when I look in the mirror?
1 = never, 5 = occasionally, 10 = always or almost always.
8. I get adequate exercise and my muscle tone is good.
1 = never, 5 = occasionally, 10 = always or almost always.
9. I suffer from aches and pains not directly related to exercise or the direct byproduct of physical labor such as landscaping, farm work or heavy construction:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
10. My digestion and elimination are good, I move approximately 12 inches/30 cm. of feces daily and feel a sense of complete elimination, and I feel energized for at least 4 hours after each meal:
1 = never, 5 = occasionally, 10 = always or almost always.



Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Physical Health.')

EATING HABITS

1. I skip meals:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
2. I eat products made from white flour:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
3. I eat products made with, or consume any pasteurized dairy products:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
4. I use white sugar:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
5. I consume standard white table salt with my food:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
6. I drink at least eight cups of water daily (or approximately half my body weight in ounces of water; or my body Wt. in Kg x .033):
1 = never, 5 = occasionally, 10 = always or almost always.
7. I drink alcoholic beverages:
1 = regularly, 5 = only occasionally (< 1 x Wk.), 10 = rarely ever, if ever.
8. I eat canned and/or prepackaged meals such as TV dinners:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever, if ever.
9. I use a microwave oven to heat food, water or anything that enters my body:
1 = regularly, 5 = only when under periods of intermittent stress, 10 = rarely ever,



if ever.

10. I consume a whole-food, primarily organic (free-range) diet composed of a mix of animal and vegetable foods:

1 = never, 5 = occasionally, 10 = always or almost always.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Eating Habits.')

SEX/SEXUALITY

1. I was sexually abused during the first 14 years of my life:

1 = Yes, 10 = No.

2. Between the ages of 7-14, I suffered what I would consider to be one of the five most difficult periods or hardships in my life:

1 = Yes, 10 = No.

3. Between the ages of 0-14, my mother and father showed respect for each other and were capable of expressing love and affection toward each other in front of me:

1 = No.

10 = Yes, always or at least most of the time.

4. During the period of my life between 0-14 years of age, I experienced stress because we were moving, there was pressure to "*hurry up*" from parents or family members or teachers in school, or my natural life rhythms, including sleep/wake cycles, ability to have play time and explore life without pressure, seemed rushed or suppressed:

1 = Very frequently, 5 = intermittently, 10 = almost never.

5. Today, my ability to go with the flow in life to accept life as it is, accept people as they are and be productive with work or projects is:

1 = Poor, 5 = mediocre, 7 = good, 10 = excellent.

6. If I had to rate my satisfaction with my sex I would say that I am:

1 = dissatisfied and wish I were the opposite sex,

5 = moderately satisfied and there are times I wish I were the opposite sex because I think my personality is more suited to that,



10 = love my sex and wouldn't want to change for any reason.

7. I feel that anyone who enjoys:

1 = sex with partners of the same sex, or enjoys bisexual relationships is dysfunctional.

5 = Sex outside a committed relationship, even if there is mutual agreement among partners is dysfunctional.

10 = Adult sex in any format that is mutually agreed upon by all whom participate is healthy.

8. When things seem to be going great in my life, I typically:

1 = have to throw a monkey wrench into things and don't seem to know how to stop doing that.

3 = feel insecure about the fact that things are going well in my life and question whether I deserve what is coming my way.

5 = get worried that the experience is probably not going to last so I better enjoy it while I can.

10 = expect that I will go with the flow and any obstruction to my flow can be rectified through choosing the appropriate actions.

9. Do you enjoy being sexual and sexually explorative?

1 = no, 5 = 50% of the time, 10 = I am always interested in exploration.

10. Are you able to give yourself the time and opportunity to create the things and experiences you really want or are you just too busy?

1 = no,

5 = 50% of the time,

10 = I build my life around my creative self-expression, be it in my work, hobby or playtime.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Sex/Sexuality.'

STRESS MANAGEMENT

1. If asked by your doctor or psychologist to stand in the mirror and say to yourself, "*I LOVE YOU*" five times, you would:

1 = feel very stressed and/or couldn't do it,

5 = feel moderately stressed,



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10 = be fine with it and would be willing to demonstrate.

2. I wake up feeling rested and ready for my day:
1 = rarely ever and wish I could just sleep in most days,
5 = 50% of the time,
10 = 90% or more of the time.
3. Seeing a doctor, therapist or counselor to help me reduced my stress levels is:
1 = something that I feel I need or that I do several times a year,
5 = something that I have done on occasion or, should have done with the level of stress I seem to have to endure,
10 = not something that I need because I understand how to manage my stress on my own.
4. I suffer from sores, infections or itching in my mouth, nose, rectal area, inside my ear canal and/or around my eye(s):
1 = quite frequently,
5 = once every few months,
10 = very rarely if ever.
5. I wake up in the middle of the night, between 1-3:00 AM, and sometimes I am hot and sweaty and have to lay there for a while to get back to sleep, only to wake up tired in the morning:
1 = 3+ days a week,
5 = 1 day a week,
10 = rarely ever.
6. My appetite for sex is:
1 = not that strong. I can do without it for more than a week and not even miss it even though it is available to me,
5 = hit ~ miss...sometimes I'm really into it but in general, not too fussed.
10 = strong.
7. My ability to please my partner sexually is limited by my lack of interest (particularly for females) or endurance (premature ejaculation for men or inability to orgasm for females):
1 = often,
5 = occasionally,



10 = rarely ever.

8. I dread the thought of going to work on Monday morning or whatever day you return in your typical work week:

1 = most days of the week,

5 = every now and then (3-4 times a month),

10 = rarely ever. I love my work and enjoy myself at it.

9. In the last year, I have missed:

1 = 5 or more days from work due to colds or some kind of illness,

5 = 3 or 4 days from work due to colds or some kind of illness,

10 = 1 or less days from work due to colds or some kind of illness.

10. I would rate my ability to concentrate as

1 = poor (seem to forget what I've read, can't remember phone numbers or things I was suppose to do for more than a few minutes at best,

5 = moderate (certainly not as good as it is when I'm on vacation or enjoying a prolonged period of rest,

10 = excellent most of the time.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Stress Management.'

EMOTIONAL STABILITY

1. I raise my voice to others in my family, to friends or co-workers:

1 = most days of the week,

5 = every now and then (3-4 times a month),

10 = rarely ever. I am capable of managing my emotions.

2. When someone says something negative about me I react by saying something negative about them, or I just hold it in, or I wait patiently to *get even*:

1 = typically,

5 = every now and then (3-4 times a month),

10 = rarely ever. I love my self enough that I really don't care what others say about me – *that's their problem*.



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3. If someone raises their voice to me or criticizes me, I really have to work to hold back my tears or anger because I find it hurtful inside me:
1 = typically,
5 = every now and then (3-4 times a month),
10 = rarely ever. I love my self enough that I really don't care what others say about me – *that's their problem*.
4. I get angry with someone or something:
1 = typically,
5 = every now and then (3-4 times a month),
10 = rarely ever.
5. I can love my significant other(s) fully, *as long as they*:
1 = give me what I want and need when I expect them too,
5 = love me back as much as I love them,
10 = are themselves and I am glad to be able to love them as they are, regardless of the differences we may have.
6. I experienced one or more of my five most painful events in my life between the ages of 7-14 and I have:
1 = little or no memory of it and/or have not forgiven the person(s) that hurt me fully,
5 = moved past it now but it still hurts if I allow myself to really think about it,
10 = have come to see the value in the painful experience and have forgiven both myself and anyone that harmed me unconditionally.
7. I nurture myself emotionally and am non-judgmental about myself:
1 = rarely,
5 = occasionally,
10 = almost all, or all the time.
8. When I am exposed to someone else's unpleasant feelings I:
1 = withdraw, get irritated or angry, or begin to feel the way they do and can't seem to help it,
5 = usually manage myself OK, but have to be careful not to allow others to sweep me away with their emotions,
10 = am like a duck and let the water (emotions) roll off my back, realizing



that for me to get emotional rarely ever improves the situation.

9. Were your parents:

1 = emotionally repressive or overly expressive?

5 = fairly well balanced at least 50% of the time,

10 = capable of expression emotion naturally and honestly while avoiding mismanaging or manipulating each other, myself or others with their emotions.

10. I nurture myself emotionally or acknowledge my emotional needs:

1 = rarely, if ever,

5 = occasionally,

10 = when needed to allow myself to stay emotionally balanced, internally healthy and to avoid unwanted and unnecessary stress.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Emotional Stability.'

SELF CONCEPT

1. I feel all human beings are created equal and that I can become as intelligent, powerful or successful as I desire if I choose to:

1 = hardly ever,

5 = sometimes but not too often,

10 = always. I'm sure that all human beings are given equal opportunity to make the best of themselves if they choose to.

2. I am free of self-blame, shame or guilt:

1 = hardly ever,

5 = sometimes but not too often,

10 = most always. I love myself and know that regardless of what I say or do there will always be someone who disagrees with me.

3. I need to prove that I am as good as others:

1 = most of the time,

5 = once in a while,

10 = rarely, if ever.



4. I speak up freely about my own likes and dislikes:
1 = hardly ever,
5 = sometimes but not too often,
10 = always. I feel that if you don't have a healthy self perspective, you are not likely to be respected by others.

5. I am open and honest and am not afraid to let others see the *real me*:
1 = hardly ever,
5 = sometimes but not too often,
10 = always. I see no reason to modify who I really am.

6. I enjoy being alone:
1 = hardly ever,
5 = sometimes but not too often,
10 = frequently.

7. I say what I mean and I mean what I say:
1 = hardly ever,
5 = sometimes but not too often,
10 = most always.

8. I brag about my self or my family's achievements:
1 = often,
5 = occasionally,
10 = rarely, if ever.

9. I can accept compliments, gifts or acts of love warmly and fully without feeling obligated to reciprocate:
1 = rarely,
5 = once in a while,
10 = always or almost always.

10. I am comfortable thinking for myself, even if my thoughts and ideas go completely against the beliefs of my family, friends or peers:
1 = rarely (comfortable if I contrast friends, family and peers),
5 = occasionally (comfortable if I contrast friends, family and peers),
10 = most always or always (comfortable if I contrast friends, family and peers).



Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Self Concept.'

RELATIONSHIPS

1. When I have sex, I am comfortable looking directly into my partner's eyes:
1 = rarely,
5 = once in a while,
10 = always or almost always.
2. I love my best friend(s):
1 = more than I love myself,
5 = so much that I would do about anything for them, even if I didn't have the time and energy,
10 = only as an extension of my love for my self because I realize I can't love anyone more than I can love myself. My love for myself is the foundation of all my meaningful relationships and therefore, I am sure to be honest and true to myself so I can be comfortable and confident that I know how to do that with others.
3. I get along well with other people:
1 = provided they stay away from me and don't talk to me or expect much of me,
5 = provided they show equal interest in me as I show in them,
10 = because I value relationships and feel I am capable of being flexible in relationships so that the relationship is most likely to produce the common good for both of us.
4. Homosexuals, bisexuals, people of differing skin colors or of different cultural backgrounds:
1 = are not people I am interested in having a relationship with under any circumstance,
5 = are generally not the people I start or nurture relationships with but there are occasional exceptions,
10 = are all spiritual beings having a human experience just like me. My relationships are built on mutual trust, not on any racial, ethnic or cultural prejudices.



5. When my love relationships have ended in the past, typically:
 - 1 = there is some anger and resentment and I usually don't maintain a friendship after parting company,
 - 5 = I seek to find the deeper meaning in regard to why our relationship ended but usually don't want to get too close to them any more,
 - 10 = allow the relationship to maintain its uniqueness and realize fully that *it is a pleasure to love and to be loved, and each relationship has its natural end.*

6. I seem to attract people into my life that are supportive and contribute to my life and I to theirs:
 - 1 = rarely
 - 5 = occasionally,
 - 10 = commonly.

7. I can have a good relationship and feel connected to someone with:
 - 1 = only frequent contact or interaction,
 - 5 = at least occasional contact or interaction,
 - 10 = minimal contact or interaction once I have the essence of that person in my being. I am able to know and enjoy them for who and what they are without necessarily feeling that they must *do something for the relationship or me.*

8. If my loved ones or close friends have what appear to be just as good or better a relationship with others:
 - 1 = I frequently feel jealous,
 - 5 = I occasionally feel jealous,
 - 10 = I rarely, if ever feel jealous.

9. My primary purpose for relationships is to:
 - 1 = increase the likelihood that I will get what I want,
 - 5 = have people to be with so I'm not alone,
 - 10 = nurture and grow myself through my experience with others and to offer them an opportunity for nurture and growth through me.

10. When I feel a relationship is no longer serving me, I:
 - 1 = have a hard time ending it and being honest about my feelings,
 - 5 = feel uneasy about how to resolve the issue and generally avoid the person,
 - 10 = allow nature to take its course and hold the intention that the highest good has been expressed and that my course and their course are now taking a natural turn. If a relationship needs to end because things are being expected of,



or demanded of me that I don't feel are appropriate, I simply share my feelings in this regard openly and honestly with them with the higher good for both of us at heart.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Relationships.')

COMMUNICATION SKILLS

- 1) When communicating with others, I tend to be thinking about what I'll say back in response to a point they have made, and because of my inner dialogue, I am unable to *fully HEAR what they are saying*:
1 = often,
5 = occasionally,
10 = rarely, if ever.
- 2) My tendency is to *butt in* on someone when they are speaking so I can be sure to get MY point across:
1 = often,
5 = occasionally,
10 = rarely, if ever.
- 3) When someone is talking to me, I am comfortable looking directly at their eyes and face, and they at mine, so they are *sure* that I am *present*:
1 = rarely, if ever,
5 = about 50% of the time,
10 = often.
- 4) When communicating with others in regard to challenges we may be having in our personal or professional relationship, I am careful to begin my sentences with "*I'm wanting,*" "*I'm needing,*" or "*I'm feeling*" so that I don't unintentionally *imply blame*:
1 = rarely,
5 = once in a while,
10 = always or almost always.
- 5) When having discussions with family, friends or co-workers, I tend to dominate the conversation to the point that I may be limiting others in their ability to express themselves openly and honestly:



1 = often,
5 = occasionally,
10 = rarely, if ever.

- 6) When I am communicating with someone, if they say something I don't like or don't agree with, or if they swear, I shut down and am no longer able to be with that person:

1 = often,
5 = occasionally,
10 = rarely, if ever. I am comfortable letting people be themselves in their communications provided they are not rude to me.

- 7) When sharing experiences or communicating with others, I have a tendency to *talk too much about myself*, rather than responding from *within myself*:

1 = often,
5 = occasionally,
10 = rarely, if ever. I don't feel the need to make myself the center of conversation at the expense of another's ability to share and express equally with me.

- 8) When discussing issues with people, I have a tendency to *grill or interrogate* them instead of allowing *an even exchange without unnecessary pressure*:

1 = often,
5 = occasionally,
10 = rarely, if ever.

- 9) I have a tendency to use crude language in discussions, even when I'm not *sure* that such methods of communication are reasonable and customary for all present:

1 = often,
5 = occasionally,
10 = rarely, if ever.

- 10) I have a tendency to be callous or unaware of the feelings of others when communicating to them, only to find out later that they felt I was insensitive or were put-off by me, *even when that was not my intention*:

1 = often,
5 = occasionally,
10 = rarely, if ever.



Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Communication Skills.'

CREATIVITY

- 1) At times when I am financially challenged, I am capable of being creative and coming up with useful, effective solutions:
1 = rarely,
5 = once in a while,
10 = always or almost always.

- 2) In my sex life, I explore and am open to new positions, experiences and opportunities with my partner(s):
1 = rarely,
5 = once in a while,
10 = frequently.

- 3) I am able to create emotionally, mentally and spiritually satisfying outlets for my personal power:
1 = rarely,
5 = once in a while,
10 = always or almost always.

- 4) I am willing to be and *am* creative with the way I express my love to others and myself:
1 = rarely,
5 = once in a while,
10 = always or almost always.

- 5) When communicating with others, I am creative in my ability to adapt to their learning or communication style in order to authenticate the learning experience to the best of my ability as opposed to being *rigid* and assuming that it will just *work out*:
1 = rarely,
5 = once in a while,
10 = always or almost always.



- 6) I am creative in my ability to express myself artistically, be it in my chosen field, with my exercise routines, musically, or simply as artistic expression.
1 = rarely,
5 = once in a while,
10 = always or almost always.
- 7) When it comes to matters of spirit, spirituality, or God, I am creative in my ability to communicate with the subtle world(s):
1 = rarely,
5 = once in a while,
10 = always or almost always.
- 8) I find it stressful when someone changes the way the breakfast table is laid out, the furniture in the house, my desk arrangement, or where things are kept.
1 = Yes, when others do this it is frustrating or stressful to me.
5 = It can be bothersome but I adapt and enjoy most of the time.
10 = No, I really enjoy change, be it my hair, clothing styles or shoes.
- 9) I eat different foods for breakfast:
1 = rarely,
5 = once in a while,
10 = frequently.
- 10) When I dance to music, I change my rhythm, flow and style as the music changes:
1 = not at all or only with real effort,
5 = occasionally but it doesn't come naturally or without concentrated effort,
10 = often. I really enjoy *becoming or being one-with-the-music*.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Creativity.'

SPIRITUAL DEVELOPMENT

- 1) I have a regular practice for my spiritual development.
1 = No, I don't.
5 = Yes, but I'm intermittent with it.
10 = Yes, I am very consistent with my spiritual development practice(s).



- 2) My model of spirituality is best described as:
 - 1 = one in which we have a finite existence and there is only *this* life to live,
 - 5 = one in which I am closest to God when I follow the commandments, dictates or ethical guidelines of my religion,
 - 10 = one in which all things material and crystallizations of spiritual energies and realities. One in which there is no absolute *right or wrong*, only relative *right or wrong opinions*. One in which God *Transcends and Includes All That Is*.

- 3) Evil exists in the world:
 - 1 = because human beings have *fallen* and in this way fall subject to the influences of evil or negative forces from Satan, the devil or Beelzebub.
 - 5 = because some people are just idiots and don't know how to behave.
 - 10 = because so-called *evil* offers a necessary contrast against which we may see, experience and appreciate a relative *good*. It is because the *created Universe* moves or is in motion as a result of an existing polarity between spirit (+) (good) and matter (-) (bad or evil) and both are necessary polarizations that allow existence in the relative world as linear time so that we may have a *past ~ NOW ~ future* experience.

- 4) When you are looking at a tree, you are looking at:
 - 1 = a wooden plant of sorts that makes great firewood or material for building houses and the like, *but not much else*,
 - 5 = a part of nature that is both useful to man and to nature,
 - 10 = the body of a spiritual being, that like human beings, has its physical body here in the earthly domain.

- 5) I believe that my interaction with people on a daily basis:
 - 1 = is a chance occurrence beyond those that are in my family or that are currently my friends. *In other words, if you were hitch hiking, it would merely be chance that the person that chooses to pick you up does*,
 - 5 = is occasionally driven by fate,
 - 10 = is spiritually preordained. All the people we meet, even when it seems to be *by chance*, are those that we have *soul contracts with* and we come into contact with each other to provide the chance to evolve both as human and spiritual beings.

- 6) I consider myself *spiritual* because:
 - 1 = I know there must be something to it judging by all the people talking about spiritual stuff these days,



5 = I practice a religious faith and that makes me spiritual,
10 = because all in the created Universe, animate and inanimate, are the expressions of spiritual energy or are manifestations of God and therefore, not just “I”, but “ALL” things are spiritual.

7) Hitler was:

1 = an evil man that is most likely to suffer in hell for what he did.

5 = the leader of the German military movement in WWII whose actions were simply typical of an over-zealous military leader.

10 = someone that offered millions of people the world over the opportunity to learn that we as human beings must take responsibility *for our individual and collective acts*. *He was a man that had a major part in the spiritual development of humanity and played his part well.*

8) Abortion is:

1 = murder and is punishable in the eyes of God,

5 = something that should be considered only in cases of rape or when the mother or father has a fatal disease and the child is not only unwanted but is likely to be born with the disease of the parent(s),

10 = a decision to be made by the mother and father of the fetus only. It is the parents that must make the careful decision as to whether they are ready to accept responsibility for bringing life into the world and nurturing that life.

Abortion may be a karmic experience that a given soul needs for its own development and when we hold the limited vision of life as a *one-time-only* affair, we impose limited human consciousness upon the kingdom of God.

9) Homosexual and bisexual relationships:

1 = are against Biblical teachings and therefore must be stopped and certainly not supported in any way,

5 = are something that I don't like but I'm willing to turn my cheek the other way,

10 = are part of nature and human reality, and have been in existence as long as man himself. It is not for any individual to decide what is *right for another*, *nor to inflict their opinion on another's personal life*, *for each human soul is an emanation of God*, and as such *should be left to explore and experience the life they choose to have with others of like mind or like kind*.

10) For optimal spiritual development:

1 = I must go to church regularly,

5 = I should take up a definite spiritual practice of some kind,



10 = I need only work honestly at developing myself and living a rich full life without judgment of others. In so doing, I am both worshiping the Spiritual and the material self – a process that naturally brings *enlightenment*. *By allowing and encouraging my own evolution, I am developing my spiritual self optimally.*

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Spiritual Development.')

CAREER/PROFESSIONAL DEVELOPMENT

1) When I get up in the morning:

1 = I dread the thought of having to go to work,

5 = I wish I had more time at home but manage to get out the door. Once I'm at work, it's OK,

10 = I love my work and see it as an extension of my life and my legacy.

2) I have read:

1 = 1 or less books to improve my skills and abilities for my professional development in the last year,

5 = 4 or less books to improve my skills and abilities for my professional development in the last year,

10 = 6 or more books to improve my skills and abilities for my professional development in the last year.

3) I have performed a self-assessment of my skills and abilities or my personality so that I may perform optimally in my career:

1 = once in the last 3 years or longer,

5 = once in the last 2 years,

10 = within the last 12 months.

4) My ability to manage my activities can best be described by which of the following statements:

1 = "I seem to always be in a rush and even though I'm busy, I don't feel (or my boss doesn't feel) I'm as productive as I should be."

5 = "I'm pretty good at managing my activities but would benefit from a course in how to more effectively manage my activities (time)."

10 = "I am very productive as an activity manager and generally leave work feeling satisfied with my productivity for the day."



- 5) I have taken a professional/career development seminar:
- 1 = once in the last 3 years or longer.
 - 5 = once in the last 2 years.
 - 10 = within the last 12 months.
- 6) Through my own observation and initiative, I have:
- 1 = offered solutions to challenges at work that were implemented and found to be effective once in the last 2 years.
 - 5 = offered solutions to challenges at work that were implemented and found to be effective once in the last 1 years.
 - 10 = offered solutions to challenges at work that were implemented and found to be effective more than once in the last year.
- 7) Do you make sure to get enough rest so that you can make an optimal contribution at work and have the energy to learn and grow effectively?
- 1 = When I can. I never seem to have enough time and am quite tired most of the time.
 - 5 = I take at least one vacation a year.
 - 10 = I take my vacation time each year and am sure to make it a restful vacation. In addition I make sure that my annual holidays and weekends are used effectively to rejuvenate myself, be it by resting or doing things that are creative and/or stimulating to me so that when I return to work, I'm not resistant to being there.
- 8) If my job position were terminated tomorrow:
- 1 = I would be under a great deal of stress hoping that another company would hire me with my current skill set,
 - 5 = I would look for another job but may have to accept a lower paying position until I could upgrade my skills,
 - 10 = I could easily find another job as good or better than my own. Alternatively, I could start my own business and be just fine.
- 9) If during an interview, you were asked to show your resume as it appeared each year from this year backward for three years, it would be obvious:
- 1= that you had not worked to develop yourself in your career or profession in three years,
 - 5 = that you had made some minor upgrades in your skills and abilities,
 - 10 = that your commitment to personal and professional growth is exemplary and



that you are the kind of person most any company wants to hire.

10) I view my work/profession as:

1 = something I have to do to pay the bills,

5 = a necessity of life, but I do enjoy taking courses and meeting people through work,

10 = part of my personal and spiritual growth and development process and see my work or professional development as equally valuable to my overall growth and development as any other aspect of my life.

Total Score = _____. Divide your score by 10 and circle that number (or closest approximate number to your number on the spoke of your Goals Wheel labeled 'Career/Professional Development.'

Please use a black marker or pen to circle your score, or the closest approximate score, on each spoke of your goals wheel and then draw a line from your score on one spoke to your score on the next spoke until all spokes are joined by one continuous line. Whichever parts of your goals wheel would be the least likely to *roll are the categories where you need to focus for your goal setting priority*. If you have multiple low scores, you must look carefully at the 'I' components of your life and your legacy components to prioritize which category of goals on your goals wheel will be the most fruitful investment of your time and energy. In most instances, you are likely to find that what is best for *you, NOW, is also the best way to round out your Goals Wheel too*. You are now ready to complete your *goals plan* and your *goals strategy*.

YOUR PLAN

A plan is what you generate in order to identify, organize and schedule the time, energy, and resources you think you need to effectively achieve your stated goals. Having goals *without a plan* is akin to setting the goal of skiing advanced, black diamond runs on your next ski trip when you are a novice skier without *planning* to have your skills as a skier evaluated by a professional. Such an evaluation will allow you to take the necessary ski lessons to *facilitate effective accomplishment of your goal*. Failure to have a plan in this instance could literally result in death, just as Sonny Bono who was killed as a result of skiing into a tree.

To keep this process from becoming excessively lengthy or burdensome, *it is critical to carefully prioritize your goals*. As I shared in the lesson 3 slide shows, *each goal you commit to is like a child or a seed, which will need optimal environment, Love and life-force*. Therefore, ***the first step in your plan is to prioritize your goals in***



accordance with their immediate importance and value to your life and legacy. Since all that we share with family (WE), co-workers and society (ALL) emanates directly from our I-ness, it is critical to identify all 'I' goals as priority group A. WE goals are priority group B. ALL goals are priority group C. List them accordingly.

Now, go through your list of 'I' goals and identify the three MOST important of them to begin working on NOW and prioritize them in A, B, C priority. Follow through with this plan for your WE and ALL goals as well. You may have an unlimited number of goals in each category, but remember: seeds, energy, love and environment. Be complete, but *be realistic too*. Having a lengthy list is not a negative if prioritized correctly because as you accomplish your goals, you simply re-prioritize and move others into the 'C' position as your 'A' goals are completed.

The second step is to evaluate how much:

- Time,
- Energy (physical, monetary, mental, emotional, etc.), *and*
- Resources you will need.

Once identified, write out your specific allotments or calculations to the best of your ability. If there are areas in which you need help, resources, or knowledge, you will need to include how you plan to acquire them in your *strategy*.

Again, failure to be blatantly honest with yourself in this process *dramatically reduces your chances of successfully completing ANY goal*. You will learn much more about this in Lesson 4: *How To Write A Business Plan* as well, but don't wait until then. You can always come back and refine your goal plan and strategy.

YOUR STRATEGY

Your strategy is how you implement your plan. Think of your plan as though it was a map you were going to use to arrive at a given location. Think of your *strategy* as a set of optimized instructions as to how to execute your plan. For example, if you wanted to drive to the C.H.E.K Institute from the San Diego airport, I would suggest the following strategy (in addition to using your map/plan for getting there):

- If possible, choose a flight plan that puts you in the San Diego airport before 5:30 AM or at 10:00 AM, or after 7:30 PM. This will allow you to travel to the institute on I-5 during low-traffic times, which can reduce travel time by over one hour.
- If you can afford to, rent a car so you avoid the very expensive taxi ride.



- Avoid using airport shuttle busses because they stop at MANY locations along the way, which can add two or more hours to your journey.
- If you must come at peak traffic times, it is highly recommended that you bring water and food with you or you could arrive very uncomfortable, with a low blood sugar level. This is crucial because there are not any good food venues for miles around the institute.
 - If you rent a car, there is an excellent restaurant off the “Del Mar Heights” exit, east about 1 mile, in the shopping center across from the movie theater. This can serve as a great meal opportunity and a chance to let traffic die down if need be. If you need more time, there is a Barnes & Noble bookstore in the mall too.

As you can see here, a *strategy* allows optimal or efficient implementation of your plan. Essentially, *purposes, visions, missions, goals, objectives and plans can be relatively useless, and even damaging, without an accompanying strategy.*

TIPS FOR DEVELOPING YOUR GOAL ACHIEVEMENT STRATEGY

1. Find someone who has already successfully accomplished the specific goal you are working on and see if they will share the strategy they used. You can adopt their strategy in part or whole depending on how much synergy there is between your goals and theirs and the overall circumstances.
2. Become clear about any of your own situational circumstances that may limit your ability to implement your plan:
 - a. Who will you need to support you?
 - b. What additional resources will you need?
 - i. What can you afford?
 - c. What is your time availability relative to your optimal strategy?
3. Identify your core competencies as relevant to executing your goals. Plan and include a strategy for rectifying any limitation that you may encounter.
4. Ask others with relevant skills and experience to evaluate your strategy as an outsider so that you may obtain *fresh insights*.
5. Be sure to communicate your strategy/action plan to any or all who are involved *directly or indirectly*. Make sure they are committed to participating. If there are any monetary expectations or bartering situations to be handled, *get them resolved up front*.
6. Communicate with all involved in execution of your plan and strategy regularly.
7. Encourage open lines of communication and feedback from all involved in the execution of your plan and strategy. Encourage communication from any and all



that may be affected when you execute your plan and strategy. *Failure to do so often results in unwanted, unexpected and potentially destructive disruptions.*

8. Recognize and reward ALL who help in the planning of your goals, writing of your plan and strategy, as well as the execution of your goals and strategy. This encourages future participation.

Nothing is more terrible than activity without insight

Thomas Carlyle

Helpful questions and inquiries for developing your plan and strategy:

1. What is the most creative and efficient way to facilitate execution of my goals, plan and strategy?
2. What is the smartest and most clever way to create _____ and who has done it before that may offer insights and ideas that I can use or build upon?
3. What is a better way to accomplish my goal(s) other than how it has been accomplished before?
4. Perverted Thinking: If I turn the situation or challenge upside-down, inside-out, backwards, look at it from a position of detachment, or even imagine doing things intentionally wrong, maybe I'll come up with something new, useful, more efficient and better than what has been done in the past. *Think OUTSIDE the box.*



How To Set Goals

CHEAT SHEET

MY DEFINITE MAJOR PURPOSE IS: _____

- “I have a high expectation of myself”
- “Attitude determines *altitude*.”

3 Phases Of Goal Realization:

1. Dream/Thought/Idea ⇒
 2. Word (write it down *by hand*.) ⇒ E-motionalize the goal.
 3. Deed (plan/strategy execution)
...Reevaluate...plan...strategize...execute

Process goal(s) or Outcome goal(s)?

Be very clear on the desired outcome because you WILL get what you goal/pray for.
Goaling = Goding.

The Grand Canyon Technique

Process = Visualize & E-motionalize “I enjoy” ... “I enjoy” ... “I enjoy”...
Outcome = Visualize & E-motionalize “I Am” ... “I Am” ... “I Am”...

PRIORITIZE ~ AND ~ BALANCE ~ YOUR ~ GOALS.

“I” supports “WE” supports “ALL” supports “I”.

Personal (A., B., C.) ⇒ Professional (A., B., C.) ⇒ Spiritual (A., B., C.)

BE S.M.A.R.T. ABOUT GOAL SETTING.

S: Be *specific* when writing a goal.

M: Make sure you are clear as to how you will *measure* success.

A: Make the goal *achievable*. The goal should be about 50% more challenging. A 50/50 or better probability that you can achieve the goal is best.

R: Be *realistic*.

T: *Timely* achievement of your goals is very important so be sure to define an expected timeframe for accomplishing each goal. *If you find that you are unable to meet your suggested time schedule, you may well need to use your “NEGOLATION” form to identify what interruptions you are having, how to transform them how to alter your strategy and plan to suit these changes.*

STRATEGY & PLAN

- 1) My knowledge and ability vs. needs to accomplish my goal(s)?
- 2) My resources vs. resources needed to accomplish my goal(s)?
- 3) My team includes?
- 4) Communication with team is a must for success.
- 5) Rewarding the team is a must for repeated success.



PRACTICE THE LOVE PRINCIPLE

Get to Give. What will you get and what will you give?

PERSISTENCE ⇒ ALLOWANCE ~ RESISTANCE

Commit to your goals, use the resistance to *grow* and *allow* the super-conscious to create.

Identify parasites and *transform them* into solutions and positive learning experiences.

Be *realistic* with the number of goals you *energize*.

Review your goals regularly and write your daily goals for the next day in the evening.

PPSSMP LESSON 3

HOW TO SET AND ACHIEVE GOALS - REFERENCES AND RESOURCES

Dear PPSSMP, I have been setting goals and taking courses on the subject for most of my adult life. While Lesson 3 is primarily composed of my own living experience and synthesis of all my course work, further synthesis, ideas and explanations were gleaned from the following resources:

1. *Success For Dummies*
by Zig Ziglar, Wiley Pub., 1998
2. *Time Power*
by Brian Tracy, Pub. American Management Association, 2004
3. *Something For Nothing*
by Brian Tracy, Pub. Nelson Current, 2005
4. *The Essence Of Success*
by Earl Nightingale, Pub. Nightingale – Conant Corp., 1993
5. *The Balancing Act*
by Sharon Seivert, Pub. Park Street Press, 2001
6. *Managing Stress*
by Terry Looker and Olga Gregson, Pub. Teach Yourself Books, 1997
7. *Total Life Coaching*
by Patrick Williams and Lloyd J. Thomas, Pub. W.W. Norton, 2005



8. *True Balance*

by Sonia Choquete, PH.D., Pub. Three Rivers Press, 2000