GUIDE FORM.

Mark with a cross in the circles which statements you feel correspond with yourself.

The levels you have marked more in the left column you may need to focus more on, the levels you have marked more in the right column are probably more developed.

(It will take you approximately 20 to 30 minutes to fill this form out.)

1. SELF-ESTEEM

The first level in finding one's Self is to explore how one feels regarding oneself, in different contexts. Many suffer from poor self-esteem, in spite of having "succeeded" in their professional life or socially. The causes of poor self-esteem differ a lot from person to person, and poor self-esteem is often established during one's upbringing.

- O I suffer from poor self-esteem.
- O In reality I know that I can manage, but despite this I don't believe in myself.
- O I often feel insecure with other people.
- O I have often thoughts about others looking down on me.
- O I like myself, and I have excellent selfesteem.
- O I am optimistic even when I feel uncertain, knowing that "I will fix this".
- O I feel at ease with other people.
- O I respect myself and I communicate in a clear way what I want.

2. SELF-AWARNESS

Next level in finding one's Self is to become aware of what one does and how one acts in different situations.

Many focus on <u>why</u> they end up in negative situations, without making themselves aware of <u>what</u> it may be in their own way of acting that may have contributed to the negative outcome.

- O I often react without reflecting on what I really am saying.
- O I end up in conflicts which I don't know how they arose.
- O I think I express myself in clear ways, but I still often become misunderstood.
- O I sometimes repeat the same mistake over and over.

- O I am always aware of what my emotions stand for, and I can choose whether to act on them or not.
- O I know what I want, and I take a conflict when it is necessary.
- O I communicate in a calm and clear way, and even when others disagree, they understand what I am saying.
- O I sometimes make mistakes, as everyone does, but I always reflect on how I want to act next time.

3. SELF-ASSURANCE

To have a good self-assurance is to trust one's abilities. It is also to realize that competence consists of <u>both</u> the areas "what I know that I can" and "what I know I can't". Disregarding which of these is the case, one makes no mistakes.

- O I often feel uncertain of myself and I have O I have poor self-assurance.
- O I never believe that I have prepared enough for a task.
- O I often ask others for advice, even when I in reality know the answer.
- O Most of the time, I think others' abilities are superior to mine.

- O I have an excellent self-assurance.
- O I know when I am sufficiently prepared for a task.
- O I ask others for advise when I realize that I need information.
- O Things I have decided to manage, I always become good at.

4. SELF-BELIEFS

"Whether you believe that you can or that you cannot, you will be right" (Henry Ford)

Beliefs one has about oneself will always control one's actions more than knowledge or common sense.

- O My beliefs about myself are emotional and are often illogical and lack connection to reality.
- O I limit myself because of my negative beliefs about myself, my inabilities or my shortcomings.
- O I have had my negative thought patterns as long as I can remember, many are results of conditioning during my upbringing.
- O Many of my negative beliefs come by reflex, without conscious thought or reflection.

- O My beliefs about myself are positive and realistic and are grounded in experience and reflection.
- O I motivate and empower myself with my positive beliefs about myself and about my abilities.
- O My positive thought patterns are the result of my conscious work with myself through which I have become a mature person.
- O After having often consciously felt proud of myself, my positive beliefs about myself have become a good habit.

5. SELF-VALUES

Companies and institutions often have a clear "Value Base" communicated both verbally and in writing, and which they want each employee to understand, sympathize with and live up to.

But, on the level of individuals, the Value Base is sometimes not even brought up into conscious awareness. Even if most persons have personal values, and they know what the regard as important, they have sometimes not made it really clear to themselves. The result of this can be that they find it difficult to assert themselves in front of others' opinions, basic values and needs, even when these come in conflict with their own.

- O I often become sad, irritated, angry or frustrated, but I find it difficult to put words on why.
- O I don't know what my basic needs are, and/or I find it difficult to assert them.
- O I am often heavily influenced by the expectations and desires of others, and I sometimes feel uncertain in ethical dilemmas.
- O I am not clear about what is important to me and what I really want out of my life.

- O I accept all of my emotions, and I know that they stand for my basic needs either being met or not met.
- O I know what I need, and I can communicate my needs in a clear and constructive way.
- O I am guided by an inner compass that shows me my important basic values. In ethical dilemmas, I intuitively feel what is right for me.
- O I always know what I want to prioritize for myself, and I have a clear sense of how I want my life to be.

6. SELF-IMAGE

Self-image is literally the inner "image" one has of oneself. One aspect of this image is naturally visual, but it also contains values, emotions, body sensations, visual and audial memories.

One has what is called a negative self-image, if one subconsciously has placed negative memories "in the foreground", and one judges oneself in negative ways, and this gives rise to emotions like inferiority, resignation, bitterness, etc. As all inner images one creates, the Self-image has even more the character of becoming a self-fulfilling prophecy.

- O I focus on my shortcomings and my negative traits and I remember the negative things I have done more than the positive.
- O I don't think I can contribute with anything of any worth.
- O I take criticism personally and I feel bad, as criticism always reminds me of my earlier mistakes.
- O I see myself as one that does not deserve respect, and I loathe seeing myself in a mirror.

- O I focus on my strengths and my positive traits.
- O I regard myself as one that contributes and I often feel valuable.
- O I take criticism in a constructive way, as valuable feed-back to learn from.
- O I respect myself, and when I see myself in a mirror, I feel that I like myself.

7. SELF-LEADERSHIP

Self-leadership works well in a person with a positive self-image, and who knows what he or she values in life.

Persons with good self-leadership create positive and attractive goal images that feel motivating.

Self-leadership also means freedom: in each situation one is able to look at it from different perspectives and from this see many different ways of action, where one consciously chooses the one that feels best for oneself and others.

A person with good self-leadership acts in a conscious way, instead of <u>re</u>-acting subconsciously.

Good leadership depends on good self-leadership.

- O I react on most things out of habit and without reflection, and the outcome is often not what I really had wanted.
- O In most cases I see only one possible way of action and I sometimes feel like a victim of circumstances.
- O I find it difficult to motivate myself, and I often postpone things that do not feel fun.
- O I am a poor planner and I find it difficult to finalize things, and when I encounter obstacles I easily give up.

- O I wait with acting until I have understood the situation, and then I act purposefully until I have achieved what I want.
- O I always see several different ways of action, and I can select the one of these that will lead me best to where I want.
- O I motivate myself by visualizing the outcome I want to achieve, and I am focused when I start acting.
- O I am a good planner, both short and long term, and when I encounter obstacles I re-plan and continue to work.

8. SELF-MISSION

The term Self-mission implies that you consciously formulate the Mission you want to commit to in order to reach your Life Goals.

"The Mission Statement" works best when it answers the following three questions:

- 1) What is the goal?
- 2) How shall it be reached?
- 3) For whom is it done, what is the purpose?

A clear, well formulated and communicated Mission Statement will make you experience meaningfulness, positive expectation and resolution.

With a clear personal Mission you will be able to prioritize among the tasks others give you, or that you are expected to do. If these do not correspond with your own Mission, you can say No Thank You, in a pleasant but firm way.

- O I don't know and I haven't reflected on my life goals, I live life as it comes and try to adjust.
- O I dream of things I want to achieve, but it remains longing and daydreaming and in reality I do nothing to come there.
- O I can sometimes feel that I want to follow my heart, but then I think "the road to hell is paved with good intensions..."
- O I remember everything I have tried to do but failed with, and when I think ahead I see only difficulties and obstacles.

- O I am totally clear about my life goals, and I create my life in a conscious way so that I feel that I am on my way there.
- O I know what I want to achieve both short and long term, and I plan in concrete ways, breaking tasks down into achievable parts.
- O I feel strongly that each person's life has a meaning, and that each one that seeks will find one's own Mission.
- O I focus on the goals I have put up for myself, and on the inner and outer resources that will help me to come there.

9. SELF-VISION

This term stands for the personal visions you have for your life, the images of what you want to have achieved when you have fulfilled your Mission or the part goals.

Visions can be created in different ways – in words, as an inner image, as a feeling of how it would be to have had reached the goal.

To create your vision in a conscious manner in all of these ways, and to also write it down or illustrate it on paper, will lead to subconscious inner images that will give you energy and a sense of direction.

To have formulated and communicated your vision will activate both your inner resources and the external resources you need to reach your goal.

When individual persons, groups, companies or organizations lack visions, this usually leads to stagnation...

- O I don't have a clear image of what I want to achieve, and I can therefore not describe it to anyone else either.
- O I feel that visions are something dreamers and idealists occupy themselves with; a sensible person is realistic and works in practical ways.
- O I sometimes feel inspired by people with strong visions, but I don't think I can be that way, they are "special".
- O I interpret each obstacle, each delay, each problem, as signs of that my vision is unrealistic and impossible for me to achieve.

- O I have a clear vision of what I want to achieve, and I often describe it to others in a captivating way.
- O I know that a vision is a magnet that will help me to prioritize and to choose the path of action that leads there.
- O I let myself feel inspired by my vision, and I allow myself to already now feel the happiness I know will be there when I have reached the goal.
- O I see every obstacle or problem as a new opportunity for me to become even better at striving towards what I dream of.

10. SELF-ACTUALIZATION

The word Self-actualization means discovering and expressing one's Self, one's Higher I.

In order to be able to express and to act from one's Self, one is helped by having worked through the majority of the levels below.

But, the experience of being one's Self, being the Higher I, can also come spontaneously. Many can experience it as a brief moment of experiencing being One with Everything.

<u>If</u> one is able to stay in one's Self, <u>then</u> one knows one's Vision and one's Mission, then one will lead and motivate oneself, <u>then</u> one knows who one is and what one wants, one is able to observe oneself, one's thoughts and emotions, and one has the ability to choose and to prioritize, and one manifests one's Self in everything one does.

- O I feel alone with my dreams, and it feels difficult to find a context that would support me.
- O I often doubt myself, despite the fact that I know what I want and where I want to go.
- O I have visions, but it feels like I constantly need to revise them, due to unforeseeable things that happen in my life.
- O I want to believe in a spiritual dimension, but as I never see any clear indications of that it exists, I often doubt that it does.

- O I know I share my dreams with many, and seemingly by random they cross my path with the help I just then need.
- O I burn for my Vision and my Mission, and I carry a conviction that I have what I need.
- O I often have to re-prioritize and to change my actions plans, but only so that I again find the path that leads to my Vision.
- O I often experience things that tell me that I am led by Someone that knows me and that has a plan for me and my life.

Assess:

Those of the levels where you have marked mostly in the left column, you may need to focus more on.

Those where you have marked more in the right column, you have probably finalized in a sufficient degree.