

know yourself

SO YOU CAN

sell yourself

# INTRODUCTION

This toolkit is designed to help you get to know yourself better. *Yes, you read that right.* You are going to dig deep, and spend some time discovering:

- WHO YOU REALLY ARE...
- WHAT YOUR STRENGTHS AND WEAKNESSES ARE...
- HOW YOU CAN USE THOSE STRENGTHS AND WEAKNESSES TO CREATE THE LIFE YOU WANT...

You will also learn how to set goals, and reflect on the characteristics and beliefs you need to have to be successful in life.

## SAY WHAT?

Yeah, we're about to get real up close and personal, because **YOU** are the very centre of your existence. The decisions you make will shape your future. So, the first step is for you to know yourself better so that you can understand what drives you, what beliefs you have that shape your decisions, and what you really, truly, deeply want out of your life.

still  
there?

GOOD, LETS GET STARTED!





*Example: Always leave earlier than you need to for important meetings or occasions. You never know when something could go wrong and make you late.*

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## **2.1** LOOKING AT YOUR ANSWERS TO QUESTION 2, WHAT DID YOU LEARN?

When you write your lessons learned, state them in the form of clear straight advice. Write your answers as an instruction. Keep going until you feel you've taken all the lessons you learnt and turned them into good advice for your future self.

## **3.** OUT OF ALL THE LESSONS YOU WROTE DOWN IN THE TWO EXERCISES ABOVE, WHICH ARE THE THREE MOST IMPORTANT LESSONS?

Write them down above. These are going to be your Personal Guidelines for the next year.

Personal guideline 1

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Personal guideline 2

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Personal guideline 3

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**LIFE IS A SELF-FULFILLING  
PROPHECY. WHAT YOU  
BELIEVE ABOUT LIFE WILL  
BE YOUR EXPERIENCE  
OF LIFE**



NEALE DONALD WALSCH

**7.**

LOOK AT YOUR LIST OF LIMITING BELIEFS AND CHOOSE THE ONE THAT HAS THE STRONGEST NEGATIVE INFLUENCE ON YOUR LIFE, IN OTHER WORDS, THE ONE THAT HOLDS YOU BACK THE MOST. THIS IS GOING TO BE THE *LIMITING BELIEF* THAT YOU WILL SHIFT TO A NEW **EMPOWERING BELIEF.**

WRITE A NEW BELIEF TO DESTROY THE SELF-LIMITING ONE. MAKE SURE IT MEETS THE FOLLOWING CRITERIA:

***POSITIVE***

***PERSONAL***

***PRESENT TENSE***

***POWERFULLY STATED***

***POINTS TO EXCITING  
NEW POSSIBILITY***



# new empowering belief

*Example: I am smart, I am dedicated and I work really hard. I WILL find a job and I will not give up until I do.*

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*Example: When applying for jobs, people often look at your English mark. I have done well in all my subjects except English, which means that I am clever enough to do well in English. I just need to put in the hours.*

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**8. WHAT OTHER BELIEFS DO YOU NEED TO HAVE TO BE MORE SUCCESSFUL IN LIFE?**