

UNIT 3

iChoose



Lesson 9: Responsibility

“Step up to the mirror and take responsibility for your life.”

JOHN C. MAXWELL



LEGEND:

Use the prompts throughout the lesson to guide you.



First person
read aloud.



Next person
read aloud.



Underline what's
important to you.



Share with
others.



Take
action.

HOW YOU CAN MAKE THIS LESSON EFFECTIVE FOR YOU AND OTHERS:

1. Form groups of 6 to 8 people within the classroom.
2. Respect and value each person in the group.
Encourage yourself and others as you share.
3. Take turns reading each section of the material out loud.
4. Discuss openly. As you read, underline what is important to you.
5. Evaluate yourself. Review. Reflect. Apply. Have fun!

**THE GOAL OF THIS LESSON:**

**Choose to be responsible and add value to your
life and others.**



Part 1

Responsibility is a Choice



We often think about responsibility as something heavy — a burden we know we ought to bear because, “it’s the right thing to do.” We also seem to set responsibility up as the opposite of freedom; “I wish I could drop everything and go to the party with you but I have so many responsibilities. I have to study, babysit my sister and brother, and finish my chores!”

The problem with this perspective is that we begin to view ourselves as slaves to the commitments we’ve been given rather than opportunities to progress and mature our lives. When we choose the latter, we can look into the mirror and view responsibility as an exciting word rather than a boring one.

The mirror is a picture of responsibility. It allows us to see ourselves as we actually are and then make the needed adjustments to help us look better. How do you do this? By looking into the mirror and asking, “What can I do to improve myself?” How you respond helps you to make choices that will add value to your life and others.



..... In what area do you want to improve and be more responsible?

01

Reasons to be Responsible



1. Responsibility is the foundation for your success.

Winston Churchill said, “The one quality that all successful people have is the ability to take on responsibility.” Why? Because you do what is right for yourself and others. If you do the things you ought to do when you ought to do them, the day will come when you get to do the things you want to do when you want to do them. Responsibility is like an investment you make today because you know it will pay off in the future. A father once said to his children, “When you do more than you’re paid to do, you will eventually be paid more for what you do. The day you take complete responsibility for yourself, the day you stop making excuses, that is the day you start rising to the top!”



What is the most important sentence you underlined? Why?



2. Responsibility puts you in control of your life.

Do you think of your life as just something that happens to you or something that you can have control over? If you think life just happens to you, then you will have a tendency to be passive. The result? You tend to get in life what you are willing to tolerate. If you allow others to disrespect you, then you will be disrespected. If you tolerate abuse, then you will be abused. If you think it is okay for others to take advantage of you, they will.

However, you can control your life. Can you control everything? No, of course not. But you can choose to control the things that are within your control. First, acknowledge that you have the ability to choose. Then, identify which parts of your life you do have control over and which you don’t. Once you begin taking charge and making choices, your life will begin to change. As Eleanor Roosevelt said, “In the long run, we shape our lives and we shape ourselves. The process never ends until we die. And the choices we make are ultimately our own responsibility.”



Bob Mowad said,

“The best day of your life is the one in which you decide your life is your own. No apologies or excuses. No one to lean on, rely on, or blame. The gift is yours. It is an amazing journey and you alone are responsible for the quality of it. This is the day your life really begins.”



REFLECTION:

HOW RESPONSIBILITY AFFECTS ME

What is the one area of my life that I need to take control of today?



**Today I will look into a mirror
and take responsibility for my life.**



Part 2

REVIEW OF LESSON 9, PART 1:

- Responsibility is a Choice
- Reasons to be Responsible

In Part 1 of this lesson, you made a choice to look in the mirror and take control of an area in your life.

How well did you do this?

ANSWER BELOW:

EVALUATE YOURSELF ON A SCALE OF 1 TO 5:

Circle your answer. (1 is weak, 5 is strong)

1 2 3 4 5



..... Why did you give yourself this rating?

3. Responsibility is a sign of maturity.

Maturity doesn't come with age. It comes with the acceptance of responsibility. The result? You move from dependence to independence.



THIS IS MATURITY:

Check one for each statement.

	ALWAYS	SOMETIMES	NEVER
To be able to stick with a task until it is finished.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To do your duty without being supervised.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To be able to carry money without spending it.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To be able to bear injustice without trying to get even.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To follow your conscience, not the crowd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To take ownership of your choices and not blame others.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To have others say, "I can count on you."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To consider others and the consequences before taking action.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To step up to the mirror and take responsibility for your life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REFLECTION:

HOW RESPONSIBILITY AFFECTS ME

How mature are you based on these statements?

What area do you need to improve the most?





4. Responsibility makes you ready for action.

Deitrich Bonhoeffer observed, “Action springs not from thought, but from a readiness for responsibility.”



Reality without responsibility will make you passive. Reality with responsibility makes you active.

Poet Edward Everett Hale wrote,

“I am only one,

But still I am one.

I cannot do everything

But I can still do something.

And because I cannot do everything

I will not refuse to do the something that I can do.”

THE FOLLOWING WORDS SHOW BOTH MATURITY AND ACTION:

You can love me, but only I can make me happy.

You can teach me, but only I can do the learning.

You can lead me, but only I can walk the path.

You can promote me, but I have to succeed.

You can coach me, but I have to win the game.





The Benefits of Responsibility

You are proactive and do what you can, rather than focusing on what you can't do.

You set the course of your life in the direction you desire.

You become a person of excellence who exceeds expectations.

You actively learn from each mistake and keep improving.

You are seen as reliable and trustworthy by others.

You are given opportunities to progress in your career because you get things done.



REFLECTION:

Which benefit do you value the most? Why?

Review the Reasons to be Responsible:

- Responsibility is the foundation of success.
- Responsibility puts you in control of your life.
- Responsibility is a sign of maturity.
- Responsibility makes you ready for action.

Share which reason to be responsible that you like the most.



~~~~~  
**Today I will show responsibility to others.** .....  
~~~~~





Lesson 10: Courage

*“Courage is moving forward
in spite of fear.”*

JOHN C. MAXWELL

LEGEND:

Use the prompts throughout the lesson to guide you.



First person
read aloud.



Next person
read aloud.



Underline what's
important to you.



Share with
others.



Take
action.

HOW YOU CAN MAKE THIS LESSON EFFECTIVE FOR YOU AND OTHERS:

1. Form groups of 6 to 8 people within the classroom.
2. Respect and value each person in the group.
Encourage yourself and others as you share.
3. Take turns reading each section of the material out loud.
4. Discuss openly. As you read, underline what is important to you.
5. Evaluate yourself. Review. Reflect. Apply. Have fun!

**THE GOAL OF THIS LESSON:**

**Choose courage as the cornerstone
in building your life.**



Part 1

Courage is a Choice



A cornerstone is the chief foundation for a building. It is strategically placed and chosen by the builder. It is the most important stone in the building. Courage is the cornerstone in building your life. Maya Angelou wrote, “Courage is the most important of all virtues consistently. You can practice any virtue erratically, but nothing consistently without courage.”

EVERYDAY YOU NEED COURAGE TO...

- Seek the truth, even when you know it may be painful.
- Change, even when it's easier to remain comfortable.
- Express convictions, even when others challenge you.
- Overcome obstacles, even when progress will come no other way.
- Learn and grow, even when it will display your weakness.
- Take the high road, even when others treat you badly.
- Lead, even when being in front makes you an easy target.



01

Cornerstones of Courage



1. Choose to be courageous.

Courage is the door that can only be opened by you from the inside. Courage is a choice. It is available to all of us, not just a select few. Courage begins with the desire to want something different in your life — something more. Courage often comes when we get tired of being beaten down and are ready to rise and claim the powerful being that we are.

In every moment, you have the right, the power, and the choice to be courageous or weak. Sometimes courage is not bold, loud, or executable. Sometimes courage is quiet, graceful, and still.

Life is difficult. Every day you will experience challenges. Open the door, hold your head high, look trouble in the eye, and say, “I choose to be bigger than you. You cannot defeat me.”



..... What did you underline that is important to you?

2. *Face your fears.*

Mark Twain said,

“*Courage is resistance to fear,
mastery of fear, not absence of fear.*”

Courage is absolutely a choice. Fear does not have the power to rob you of your dreams, motivation, and strength unless you decide to let it. Remember, the only person with the power to hold you back, or move you forward, is YOU!

REFLECTION:

It is often helpful to write down the fears that cause you to hold back or hesitate from doing what you need to do. List your top two and discuss with your group one of them.

1. _____ 2. _____





HOW CAN YOU OVERCOME THE FEARS YOU JUST LISTED?



1. Acknowledge that you will always have some fear. Adversity and problems will always be with you. Remember, a plane takes off against the wind, not with it.
2. Identify your good fears and bad ones. Good fear causes us to prepare and then act. Bad fear causes us to avoid. Fear is a reflex — courage is a choice!
3. Reduce your fear by preparing yourself for possible outcomes to your action. Then initiate your courageous action. Courage is like a muscle. It grows and gains strength by overcoming resistance.



REFLECTION:

..... Which of the three remedies for fear do I need to practice?



Today I will strengthen my courage muscle.



Part 2

REVIEW OF LESSON 10, PART 1:

- Courage is a Choice
- Cornerstones of Courage

In Part 1 of this lesson, you made a choice to strengthen your courage muscle through practice.

How well did you do this?

ANSWER BELOW:

EVALUATE YOURSELF ON A SCALE OF 1 TO 5:

Circle your answer. (1 is weak, 5 is strong)

1

2

3

4

5



..... Why did you give yourself this rating?

Cornerstones of Courage (Continued)



3. Focus on what you will gain.

Fear causes you to focus on what you will lose. Courage helps you focus on what you will gain.

Learning to shift our focus away from what we stand to lose, and toward what we stand to gain will completely change our perception of the situation. This simple shift can quickly leave us feeling more courageous and eager to take action!

Optimism is the foundation of courage.





02

Benefits of Courage



1. *Courage gives you energy.*

Courage has a tangible quality. You can't touch it, but you can feel it. It feels like positive acceleration. Courage sends a rush of energy through your body. It makes you wake up in the morning with a feeling of wanting to wrap your hands around the day.

2. *Courage gives you confidence.*

Courage is what you do. Confidence is how you feel. What you do determines how you feel.

3. *Courage always gives you a win.*

When you have the courage to speak up or stand up for what is right, you win... even if you lose! How did you win? You gained the respect of others. That's a big win.

4. *Courage gives others courage.*

Courage is contagious! Your visual expression of courage will encourage others to do the right thing also.

REFLECTION:

Check the statements that appeal to you.

- ☐ Courage gives you energy.
- ☐ Courage gives you confidence.
- ☐ Courage always gives you a win.
- ☐ Courage gives others courage.



Which of the four Benefits of Courage do you like the best? Why?



Review Cornerstones of Courage



- 1. CHOOSE TO BE COURAGEOUS.**
- 2. FACE YOUR FEARS.**
- 3. FOCUS ON WHAT YOU WILL GAIN.**
- 4. TAKE ACTION!**



Courage is not something you already have that makes you brave when the tough times start. Courage is what you earn because you have taken action to do the right thing. For example: bullying.

There are two ways you can use your strength. You can push people down or you can pull people up.

In life, when you begin to push someone down, you do not better yourself — you lessen yourself. Likewise, if you are trying to pull someone up, you are also improving yourself. What you do to others will have its effect, good or bad, on you as well.

You have a choice! Do you want to be a push down person or a pull up person?

How we counteract bullying doesn't depend on who the bully is or on the bully's actions, but on how we think of ourselves. If we don't value ourselves, we are in a prime position to become the victim of a bully. The higher we value ourselves, the more likely we are to courageously stand up to the bully's actions, for ourselves and for others. When we value others, we are more likely to see how others are being wrongly treated. This allows us the opportunity to say that it is wrong, it cannot be, and we must change it.

Malala Yousafzai says,

“There’s a moment when you have to choose whether to be silent or to stand up.”

How do we get the courage to stand up?

Identification: Who am I?

I am a person of worth attempting to do something worthwhile.

Action: What will I do?

Take action and do the right thing regardless of feelings.

Emotion: How will I proceed?

I will allow my actions to shape my feelings.

My discovery? Each time I acted with courage and did what was right rather than giving in to what I felt, my will overcame my fears. A strong person stands up for themselves. A stronger person stands up for others.



REFLECTION:

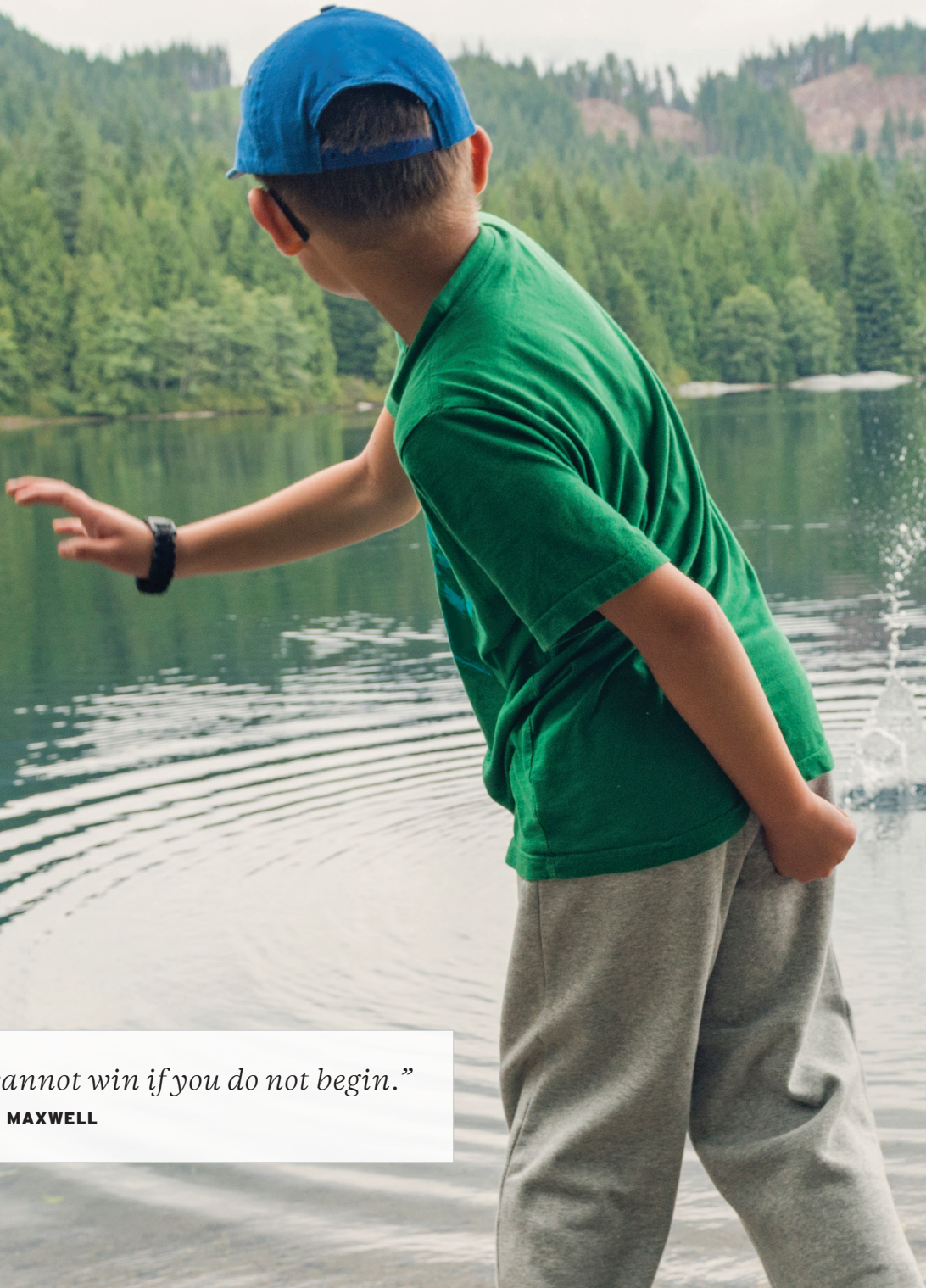
Am I a “push down” or a “pull up” person? Share with others.



Today I will “pull up” someone who is down.



Lesson 11: Initiative



"You cannot win if you do not begin."

JOHN C. MAXWELL

LEGEND:

Use the prompts throughout the lesson to guide you.



First person
read aloud.



Next person
read aloud.



Underline what's
important to you.



Share with
others.



Take
action.

HOW YOU CAN MAKE THIS LESSON EFFECTIVE FOR YOU AND OTHERS:

1. Form groups of 6 to 8 people within the classroom.
2. Respect and value each person in the group.
Encourage yourself and others as you share.
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4. Discuss openly. As you read, underline what is important to you.
5. Evaluate yourself. Review. Reflect. Apply. Have fun!

**THE GOAL OF THIS LESSON:**

**Choose to take initiative and become
a “ripple starter” of good things.**



Part 1

Initiative is a Choice



Impact and change only happens with action. Action begins with initiative. Picture a pond that is perfectly calm, it is smooth and it looks like glass. See yourself taking initiative and picking up a stone. You throw it into the water. What do you see? Ripples. How did the ripples begin? By you taking initiative and throwing the stone.

One initiative and one ripple seem to go on forever. The entire pond has been impacted by the action of one stone. The pond is your world, and every stone you throw makes a difference. The Dalai Lama said, “Just as ripples spread out when a single pebble is dropped into the water, the actions of individuals can have far-reaching effects. One person, one initiative, one action, can start a ripple of change.”

Mother Teresa said,

“I alone cannot change the world, but I can cast the stone across the waters to create many ripples.”

Initiation is the “Ripple Starter.” By taking initiative to do good things, you can create a ripple effect that will go far beyond your own life. Doing good has the power to transform us on the inside and then ripple out into ever-expanding circles to have a positive impact on others.



..... What did you underline that is important to you?



The Problem of Procrastination



Initiators *make* something happen. Procrastinators *wait* for something to happen. You can choose which one you will be.



PROCRASTINATION IS THE ENEMY OF INITIATIVE.

1. *It limits your potential.*

The longer you wait to do something you should do, the higher the odds that you won't do it.

2. *It provides only short-term belief.*

The best moments of a procrastinator's life are the first moments they decide to wait. It feels good to not have to do something you don't want to do... for a moment! Then, reality begins to slowly take over your relief. Why? It still needs to be done. Putting something off does not make it go away, and procrastinating only makes it worse. It makes something difficult only more difficult!

3. *It takes away your choice.*

When you do not choose to do something about your circumstances, your circumstances will make the choice for you... and that is seldom good.

REFLECTION:

Which one of the 3 problems above have you experienced?
Share with others.





Procrastination is the act of delaying or postponing a task or set of tasks. It is what prevents you from following through on what you set out to do.



So... why do people procrastinate?

1. The task is unpleasant.
2. The task is difficult to do.
3. Lack of self-confidence.
4. Lack of self-discipline.
5. Not recognizing the harm of procrastination.

Procrastination destroys initiative!

REFLECTION:

From the list above, which of the 5 reasons is why you sometimes procrastinate?

HOW PROCRASTINATION AFFECTS ME

What is the most negative effect procrastination has on you?



~~~~~  
**Today I will do less procrastinating .....  
and more initiating.**  
~~~~~



Part 2

REVIEW OF LESSON 11, PART 1:

- Initiative is a Choice
- The Problem of Procrastination

In Part 1 of this lesson, you made a choice to do something about your procrastination.

How well did you do it?

ANSWER BELOW:

EVALUATE YOURSELF ON A SCALE OF 1 TO 5:

Circle your answer. (1 is weak, 5 is strong)

1 2 3 4 5



..... Why did you give yourself this rating?

Create your Ripple Effect



By taking initiative to do good things, you can create a ripple effect that will go far beyond your life.



Initiative is recognizing and doing what needs to be done before being asked.

Life rewards action. To get from where you are now to where you want to be requires forward movement and momentum. Although you may already know what it takes to bridge the gap, simply knowing what to do is not enough. Action is the key to creating the changes needed to propel you in the direction of your dreams and help you achieve your relationship goals.

HOW TO STOP PROCRASTINATING AND START INITIATING

1. *Stop waiting for the ideal situation to do something.*

This is a humorous story of a very religious man who was caught in rising floodwaters.

RISING FLOODWATERS STORY

He climbed onto the roof of his house and trusted God to rescue him. A neighbor came by in a canoe and said, “The waters will soon be above your house. Hop in and we’ll paddle to safety.” “No thanks,” replied the man. “I’ve prayed to God and I’m sure he will save me.” A short time later the police came by in a boat. “The waters will soon be above your house. Hop in and we’ll take you to safety.” “No thanks,” the man said. “I’ve prayed to God and I’m sure he will save me.”

A little time later a rescue services helicopter hovered overhead, let down a rope ladder and said, “The waters will soon be above your house. Climb the ladder and we’ll fly you to safety.”



2. Make future consequences become present consequences.

This is exactly what happens during the moment when we finally move beyond procrastination and take action. For example, let's say you have a report to write. You've known about it for weeks and continue to put it off day after day. You experience a little bit of nagging pain and anxiety thinking about this paper you have to write, but not enough to do anything about it. Then, suddenly, the day before the deadline, the future consequences turn into present consequences, and you write that report hours before it is due. The pain of procrastinating finally escalated and you crossed the "Action Line."

3. Do something good for you while you do something that makes you feel good.

SOMETHING GOOD FOR YOU

Exercise
Homework
Errands
E-mails

SOMETHING THAT MAKES YOU FEEL GOOD

Listen to music
Do it with a friend
Call someone you love
Get a pedicure/foot rub



4. *Take action and inspire yourself and others.*

J.R.R. Tolkien said, “It’s the job that is never started that takes the longest to finish.” So... get started! Action inspires because it creates new possibilities that didn’t exist until you initiated. Opportunity dances with those already on the dance floor and initiation put you there!

Procrastination looks at something that needs to be done and asks, “Can I wait for another day?” Initiative asks, “How can I?” and moves now. Every day, there are things before you to do. If you procrastinate those things, it will push you down. If you take action, you will push past those things and be inspired.

There are many ways to inspire others. Ask yourself what you want people to do for you, then take the initiative and do it for them. When you smile at someone, you make their day better... and your day better! Be the first to do something for someone else. If you have ever asked why somebody didn’t step up and do something about a wrong, realize that you are somebody and you can step up.

REFLECTION:

What did you underline that meant the most to you?

**Today I will do something positive
for someone that inspires them.**



Lesson 12: Priorities



*“Decide what your priorities are.
If you don’t, someone else will.”*

JOHN C. MAXWELL

LEGEND:

Use the prompts throughout the lesson to guide you.



First person
read aloud.



Next person
read aloud.



Underline what's
important to you.



Share with
others.



Take
action.

HOW YOU CAN MAKE THIS LESSON EFFECTIVE FOR YOU AND OTHERS:

1. Form groups of 6 to 8 people within the classroom.
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Encourage yourself and others as you share.
3. Take turns reading each section of the material out loud.
4. Discuss openly. As you read, underline what is important to you.
5. Evaluate yourself. Review. Reflect. Apply. Have fun!

**THE GOAL OF THIS LESSON:**

Choose to prioritize your life for successful living.



Part 1

Priorities are a Choice



You were born with the potential for greatness. You get to choose which path you will take, how high to set the bar for yourself, and how hard you are willing to work to clear that bar. You get to decide how to spend your time, who to spend it with, and what you will give up when time runs short. Every priority you make and every action you take has consequence, but whom better to decide what is best for you than you? It is your life to live. Own it!

THE ROCK STORY

A teacher stood before her class. She picked up a large clear jar and placed it on a table. After filling it with rocks, she asked her class, “Is it full?” They agreed that it was.

The teacher then picked up a box of small pebbles and poured them into the jar. She shook the jar lightly. The pebbles rolled into the open areas between the rocks. “Is it full now?” They agreed that it was.

The teacher then poured a box of sand into the jar. Of course the sand filled up the entire jar. She then asked once more if the jar was full. The students said yes.

The teacher said, “I want you to recognize that this jar represents your life. The rocks are the most important things — your family, your health, your friends, and your dreams... things that if everything else was lost and only they remained, your life would still be full.

“The pebbles,” she continued, “are the other things that matter. Things that are necessary for your daily life. The sand is everything else — the small stuff.”

If you put the sand into the jar first, there is no room for the pebbles or the rocks. The same goes for your life. If you spend all your time and energy on the small stuff, you will never have room for the things that are important to you. Pay attention to the things that are critical to your happiness and success.

Take care of the rocks first — the things that really matter. Set your priorities. The rest is just sand.

REFLECTION:

The Rocks = The Most Important Stuff

The Pebbles = Necessary Stuff

The Sand = Small Stuff

What is one rock in my life?



What is one pebble in my life?



What is one piece of sand in my life?





01

How to Pick Your Priorities



What are the rocks in your life? What priorities need the most time and effort from you? You can choose what rocks should be put in “your jar” by asking and answering three questions.

1. ROCK QUESTION: “WHAT DO I HAVE TO DO?”

These are things you are required to do. They are not options.
They are necessary.

Rock Answer: “This is one thing I HAVE to do.”

2. ROCK QUESTION: “WHAT DO I DO WELL?”

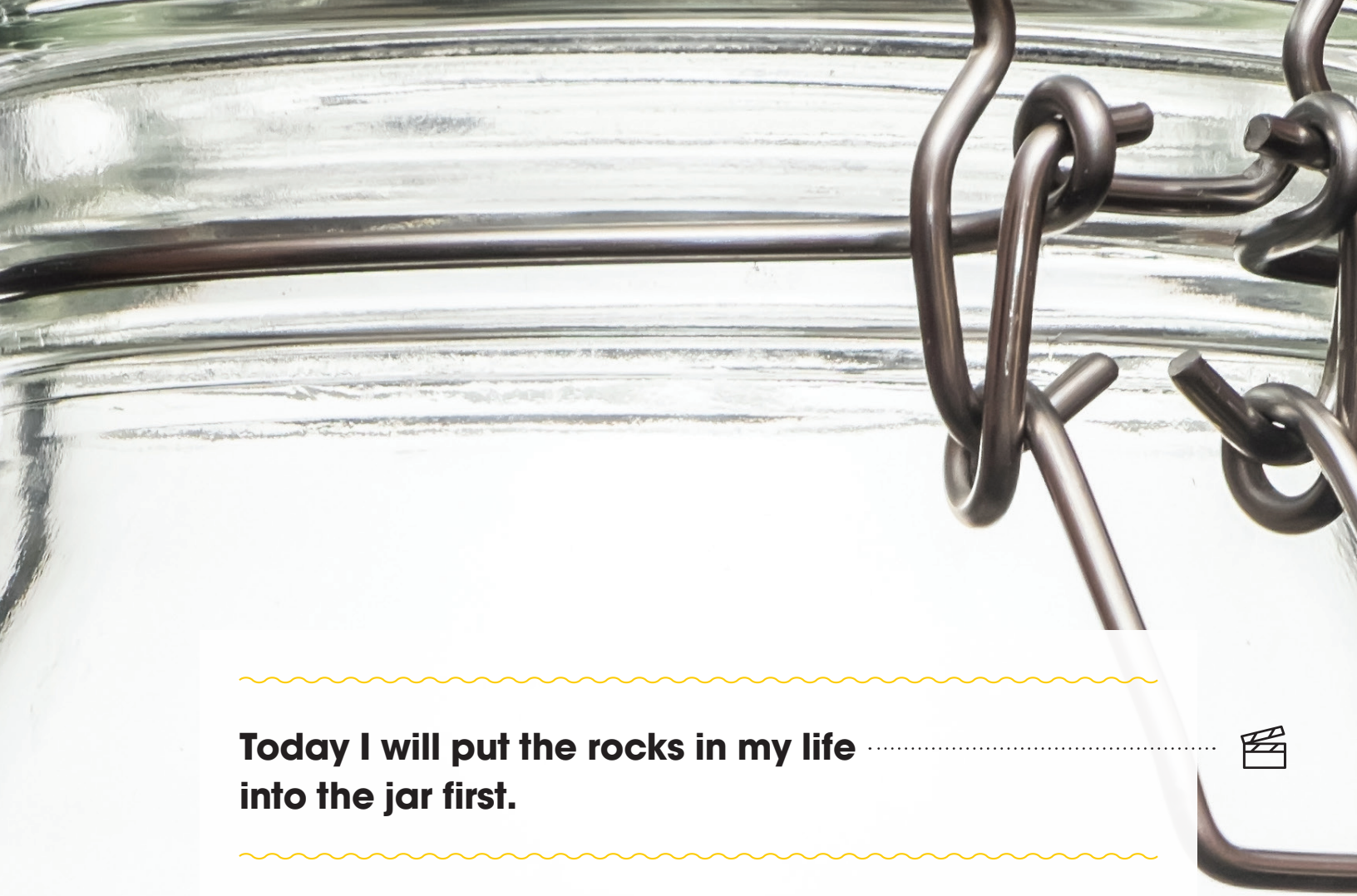
These are things based upon your abilities, your strengths, and your giftedness. You will experience success if you give them time and effort.

Rock Answer: “This is one thing I do WELL.”

3. ROCK QUESTION: “WHAT DO I LOVE TO DO?”

These are the things you dream about. You are passionate about them.
You will be fulfilled when you do these things.

Rock Answer: “This is one thing I DREAM about.”



**Today I will put the rocks in my life
into the jar first.**



Part 2

REVIEW OF LESSON 12, PART 1:

- Priorities are a Choice
- How to Pick Your Priorities

In Part 1 of this lesson, you were to pick your priorities and fulfill them first.

How well did you do this?

ANSWER BELOW:

EVALUATE YOURSELF ON A SCALE OF 1 TO 5:

Circle your answer. (1 is weak, 5 is strong)

1 2 3 4 5



..... Why did you give yourself this rating?



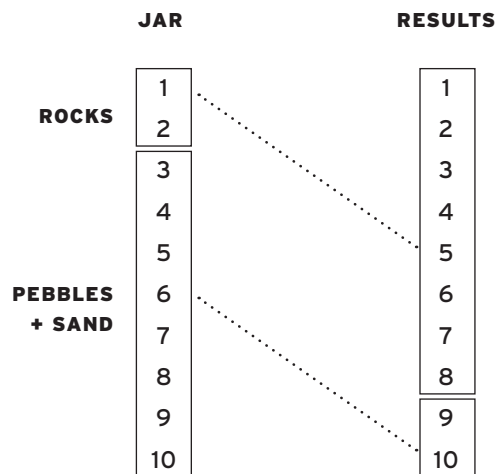
How Prioritizing Affects Me

When you focus your attention and give your time to the most important priorities, the rocks, you will receive the highest return for your effort.



Look at the diagram. The left column represents your jar; the right column represents the results based on your priorities. The first two numbers are the rocks you choose to put into your jar. If you do that, you will receive 80% of everything you need in life.

The bottom eight numbers are the pebbles and sand you choose to put into your jar. If you put them into your jar first, you will only receive 20% of everything you need in your life.



REFLECTION:

Discuss the diagram: As you look at it, what does it teach you?





03

Lessons Learned from the 80/20 Principle



1. Activity does not equal accomplishment.

Working hard is important. Working smart is more important. How do you work smart? By doing the important things first, the “rocks.” Eliminate the “sand” and some of the “pebbles.” Write down your “Not To Do” list before preparing your “To Do” list. Your goal is not to be busy; it is to be effective. Stop spending time on minor things, and start giving major time to the important things.

2. Evaluate and change or remain the same.

Constantly evaluate your priorities. Why? Priorities change. Ask yourself, “Would I have started this project or relationship if I could do it over again, knowing what I know now?” If the answer is “No,” then remove it from your priority list. You don’t always have to finish what you start.

*Don’t spend too much time
climbing the ladder only to
realize when you reach the top
that the ladder was leaning
against the wrong building.*

3. Act or react.

Control your day or your day will control you. Whenever you feel the tendency toward laziness taking over and you remember something you should be doing, stop and say out loud, “Do it now! Do it now! Do it now!” A sculptor doesn’t look at a piece of marble waiting for the unneeded pieces to fall off. Grab a chisel and get busy!

**REFLECTION:**

Look at the three lessons on priorities. Which lesson do you need to learn the most?

HOW MY PRIORITIZING AFFECTS OTHERS

When you choose to prioritize your life correctly, you place yourself in a position to prioritize your life for others.

"NO FOR NOW" DOESN'T MEAN "NO" LATER.

You should be willing to say "No for now." Why? Saying "no for now" creates space to say "yes" when the time is right.

The natural tendency of others is to place their priorities over your priorities. Knowing this, you can be both an example and helpful to them by explaining, "My 'No' to you now will allow me to be present and helpful for you later."

For example, if you have a major chemistry test in the morning but your roommate needs to talk about their breakup, you would be wise to suggest to him that you talk about it tomorrow after your test. Otherwise, you would be distracted, unhelpful, and unable to give him the attention he deserves.

The result? A win for both of you!

Your prioritized life allows you something rare and genuine to offer — the best and fullest version of yourself — helpful and present.

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**Today I will apply the 80/20 principle to my life, .....  
and by doing so, prioritize my life for others.**  
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John C. Maxwell, a #1 New York Times bestselling author, coach, and speaker, was identified as the #1 leader in business by the AMA and the world's most influential leadership expert by Inc. in 2014. His organizations — The John Maxwell Company, The John Maxwell Team, EQUIP, and the John Maxwell Leadership Foundation — have trained millions of leaders touching every nation.

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