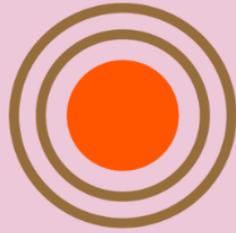


TessCrawley

FINDING



PROOF

W o r k b o o k

Get the confidence and clarity you need to tackle the biggest goals in your life.

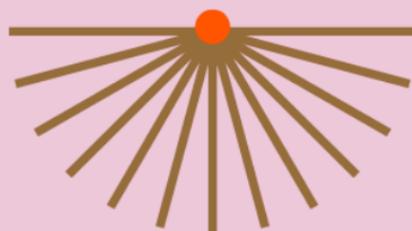




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Introduction

Growing is a scary business sometimes. My finding proof course is a 10 module course designed to guide you through a step by step process in finding all the proof you need to help grow your business and achieve your goals.

The Finding Proof course will help you to:

- Identify why you're feeling stuck
- Uncover who - and *where* - you want to be in your life
- Adopt a *growth mindset* that will empower you to get out of your rut
- Create an action plan that you can follow to take yourself closer to your re-discovered goals
- Find the courage to crush unhelpful thoughts, clearing a path for growth and success

The finding proof course will help you create a tangible, measurable and achievable action plan that will lead you to accomplish more than you ever thought possible.

Remember, *you* have all the power to get unstuck and move forward. Take action to find your proof, and use it to your advantage.

Best wishes,

Tess.



PART ONE - IDENTIFYING THE GAP

Module 1: Why You're Stuck

Why are you stuck? Keep drilling down and get honest with yourself!

I am stuck because:

Why?



Why?



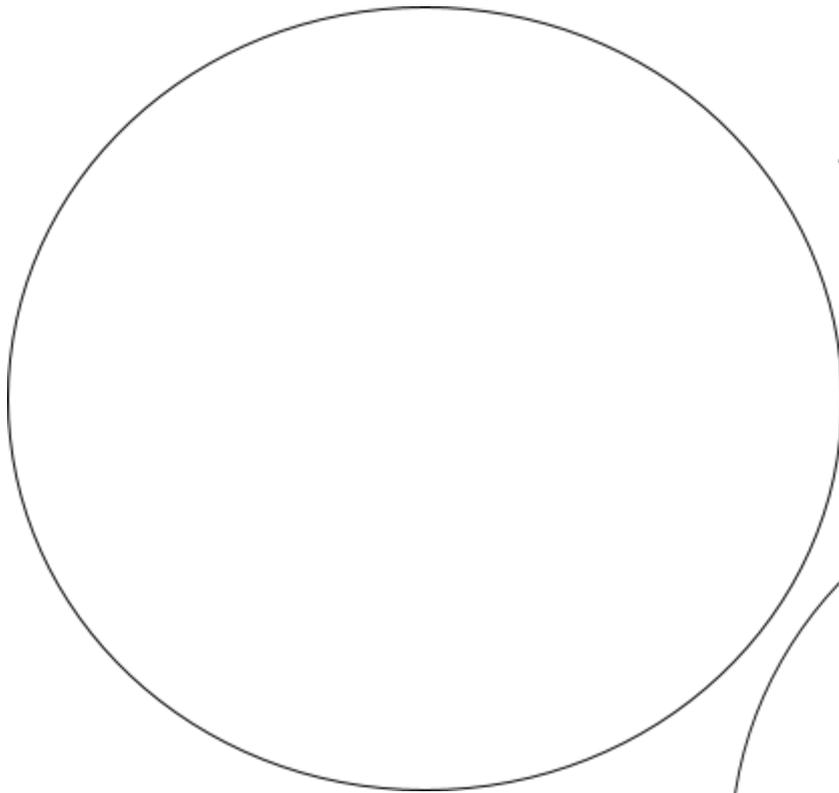
Why?



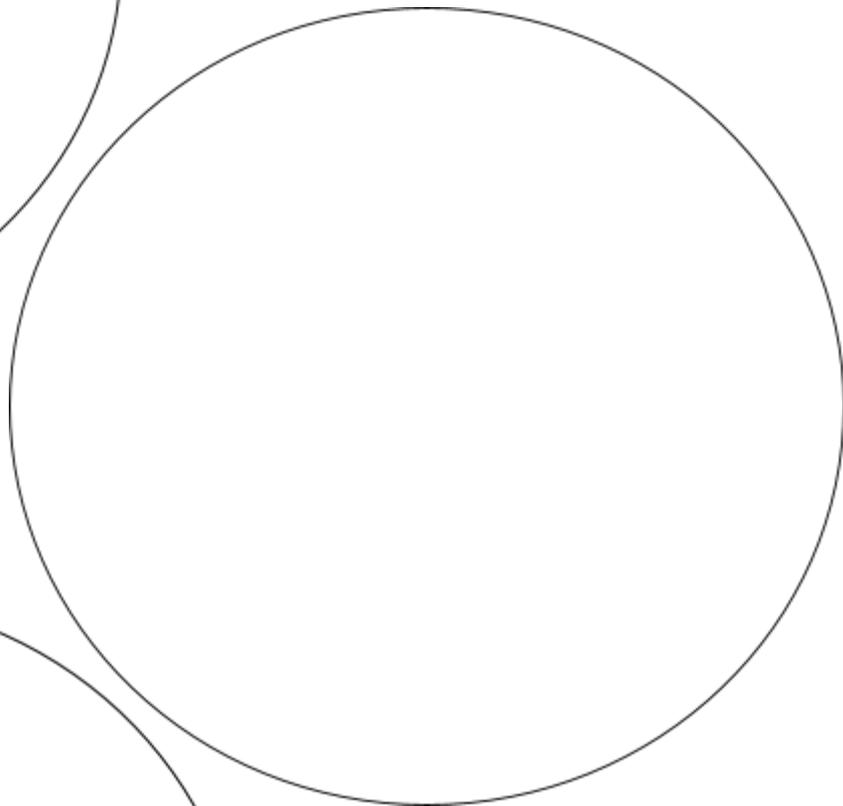
This is my responsibility because:



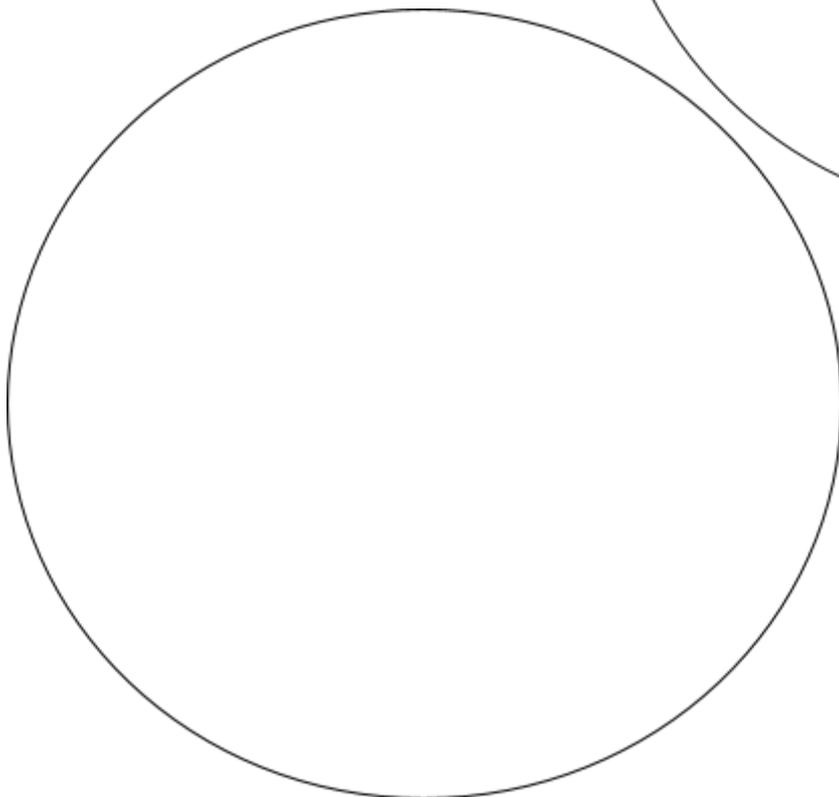
Module 1: Circles of Control



Things I Can Control



Things Out Of My Control



Things No One Can Control



Module 2: Identifying Where You Want To Be

Understanding your Ideal Day:

In this section, you are looking to identify and shape your goals. To do this, you will need to write about your ideal day. The key to this task is to just keep writing, even if you are stuck, or no matter how silly it sounds.

Some examples of what you may like to write about are:

Where would you wake up?

Who would be around you?

What would you have around you?

If your ideal day includes going to work- describe what tasks you would be doing and who would be around to help you with these.

You can write in the space below or in your journal.



Module 2: In 12 Months Time...

"In 12 Months I will..."

Be	Feel	Have



Module 2: Ideal Avatar

In this section, you are aiming to identify the people you need to surround yourself with in order to achieve your 12 month vision. This may be the ideal employee, client and anyone else important to you.

You can describe or draw them in the space below:



PART TWO - UNMASKING YOUR INNER SUPERHERO

Module 3: Abundance vs Scarcity

Abundance: It doesn't matter how much success someone else has; there is enough to go around! There is enough time, money, energy and resources to go around for you to accomplish your goals.

Use the prompts to help identify what abundance will look and feel like to you.

If I'm in abundance, it would look/feel like...

Abundance means having enough...

When I am in abundance, I have/am/feel...



Scarcity is the belief that the success of others limits our opportunities for success as there is not enough to go round. Scarcity and fear go hand in hand and therefore do not lead to good decision making.

Use the prompts below to write down some of the barriers to you achieving your goals.

I don't believe I have enough...

I would choose to remain in scarcity because...



Module 4: Identifying Unhelpful Thoughts

Mental filtering: Tendency to focus on negative events and filtering out/neglecting the positives.

Jumping to conclusions: Making irrational assumptions about people or circumstances.

Personalising: Consistently taking the blame for absolutely everything that goes wrong in your life.

Black and White thinking: Seeing things as all or nothing. For example, right and wrong or good and bad.

Catastrophizing: Your mind creates and plays out the disaster scenario.

Over-generalising: Using our past experiences to make broad generalisations about a present or future situation.

Labeling: Making generalised statements about yourself or others based on a specific action or behaviour.

Shoulding and Musting: Making unreasonable or unrealistic demands on yourself or others.

Mind-reading: You assume someone is thinking ill of you and you act accordingly.

Emotional reasoning: Interpreting or perceiving an experience based on your emotions in that current moment.

Magnification and Minimising: Magnifying another person's positive attributes, whilst simultaneously minimising our own positive ones.



My two most common unhelpful thinking patterns are:

1.

2.

How can you overcome them?



Module 5- Own Your Inner Superhero

Think about a time in your life when you felt confident, strong or invincible. It may be a time when you felt exuberant, experienced joy or is even just a really happy memory. For most of us it might be a time from our childhood or adolescence.

If you can, find a photo of yourself from this time, and put it somewhere you will see it regularly. Here's mine →

Now write as much as you can, drawing on all the memories of all the things you have overcome since the photo was taken. This will help highlight how that person in the photo has shown strength in the face of adversity then, but also overcome all these other things since then. You can write in the space below or in your journal.





PART 3: RISK VS REWARD

Module 6: Risk vs Reward Challenge

This task is all about identifying the risks and the rewards. Use the risks column to identify all the risks involved with achieving your goal. Then, in the rewards column, write down all the rewards you will get if you took that risk.

Use colour coding to differentiate between the financial risks/rewards, and the emotional risks/rewards.

Risk	Reward

Now, place each of the risks/rewards you identified onto the matrix:





Module 7 - Dealing with Unhelpful Thoughts

Use the table below to help you gather unhelpful thoughts as they occur. Complete this task over the next week or two. Refer back to page 12 for the different types of unhelpful thoughts.

Situation (When, where, who, what happened?)	Feelings (Name the emotion and score 1-100)	Automatic Thoughts	Type of Unhelpful Thought



Skills to reduce impact of unhelpful thoughts:

Mindful breathing: Easy and simple strategy to help calm yourself down. This involves paying attention to your breathing and slowing it down, telling your brain that whatever anxiety or danger that was causing rapid breath has now passed.

Distraction: Perfect for any situation when you cannot immediately resolve the issue. Distraction techniques help to take the focus off your worry and stress.

Examples of distraction techniques include:

- Mindful breathing
- Listening to music
- Calling a friend
- Cooking
- Going for a run

Thought Diffusion: Releasing unpleasant thoughts and emotions, by using techniques such as imagining the thoughts as clouds passing over the sun and drifting away. These are calming visualisations that allow you to remove the harshness of the unpleasant emotion, and release the thought.

Exercise: Activity in a different environment to distract and disrupt unpleasant emotions and unhelpful thoughts.

Mindfulness: Mindfulness is all about being present, conscious and aware of what is going on right now, in this moment in time. It is not being stuck in what happened yesterday, or worrying about what is going to happen tomorrow. Focusing on each of the five senses helps to bring the mind to the present moment.



PART 4: CREATE YOUR PLAN OF ATTACK

Module 8: Crush Your Excuses

What do you need to do to fill the gap between where you are now and where you want to be? In order to reach your goals, you need to take action. I know that sounds obvious. But if it's so obvious, why haven't you done it already?

Procrastination is a form of worry or anxiety that prevents you from taking action. It involves hesitating and putting things off instead of doing what we know needs to be done. We might procrastinate because we are worried our work won't be perfect, or because we are worried about the opinion of others. Maybe we feel a sense of imposter syndrome which is holding us back.

Use the strategies outlined in Part 3 to help you overcome these barriers and *don't let goal-setting become a procrastination tool in itself.*

Creating meaningful and achievable goals

Understanding how to create smart goals:

Specific	Measurable	Achievable	Realistic	Timely
S	M	A	R	T
G	O	A	L	S
What do you want to do?	How will you know when you've reached it?	Is it in your power to accomplish it?	Can you realistically achieve it?	When exactly do you want to accomplish it?

Choose your top three goals from the "in 12 month I will..." task (Part 1, Module 2) and answer all five of the SMART questions for each goal:



	GOAL 1	GOAL 2	GOAL 3
What do you want to do?			
How will you know when you've reached it?			
Is it in your power to accomplish it?			
Can you realistically achieve it?			
When exactly do you want to accomplish it?			



Goal 1: Divide your first goal into quarterly, monthly and weekly targets.

This workbook has space for 1 goal, however you can use the additional goals workbook for goals 2 and 3.

Quarterly Goal 1: _____

Monthly Goal 1	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 2	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 3	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	



Quarterly Goal 2: _____

Monthly Goal 1	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 2	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 3	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	



Quarterly Goal 3: _____

Monthly Goal 1	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 2	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 3	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	



Quarterly Goal 4: _____

Monthly Goal 1	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 2	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	

Monthly Goal 3	
Weekly Goal 1	
Weekly Goal 2	
Weekly Goal 3	
Weekly Goal 4	



Part 5: IMPLEMENTATION

Module 9: Taking Imperfect Action

Taking imperfect action helps get you started, frees you from procrastination and overthinking, and allows you to learn by doing. Imperfect action allows you to gain a little bit of positive feedback at each attempt to help spur you on to keep learning and trying.

Strategies to support you when taking imperfect action:

- Mel Robbins' 5 Second Rule - A cognitive disruption technique to override and interrupt that inner self doubt.
- Use your mindfulness techniques identified in Part 3, Module 7
- Use a phrase to interrupt that chatter inside your mind that is telling you you can't do it. Examples include: "Shut up!" or "Fuck it!"
- Thought diffusion. Acknowledge the thought, recognise it, and then just let it go.

Your superhero mantra: *Kindness Always*. Acknowledge that you are trying, you are learning, and practicing a whole range of new skills. Remember, stumbling or falling is not the same as failing. Above all, be kind to yourself.



RESOURCES LIST

Module 7:

Thoughts And Feelings – by Martha Davis, Matthew McKay, and Patrick Fanning

Module 9:

The 5 Second Rule – by Mel Robbins