

BECOMING

HOW TO

THE BEST

REINVENT YOUR LIFE

YOU EVER

IN 21 DAYS

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#1 BEST-SELLING AUTHOR

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Are you ready to Become the Best You Ever?

If the answer is YES, I know a Proven 7-Step System to Turn Your Resolutions into Results. And it works.

Well, it works if you do!

Empowering people to change their lives--and change the world in the process--has been my life's work.

If we spend time together and you walk away unchanged, I've failed you. Right now, you're reading these words because you are excited to **Become the Best You Ever.**

We both know there's nothing quite like the incredible feeling of accomplishment. You conquer a project...and in that moment, you feel like you can conquer the world. Goal-setting is fun. Goal-getting? Now *that's* exhilarating! Far from being exhausted by our achievements, we are energized by them.

The flip side is true, too.

Few things are more draining than the pile of unfinished tasks and unkept promises that surround us.

That's why it's so discouraging when we come to the end of a year, reflect upon the resolutions we made twelve months earlier and realize we fell far short.

You see, every time we set a vow on New Year's Eve that we're going to make changes and don't, we have broken a promise we made to ourselves. And deep inside, we know it.

Our energy is sapped, not by the work we do and what we accomplish...but by those things we set out to do, but then fail to finish. That's what has us tossing and turning at night, rather than celebrating throughout the day.

Regret saps more strength than hard work ever could.

Having accomplished virtually every major life goal I've ever set (including attending an Ivy League University, becoming a best-selling author, international speaker, proud parent and medal-winning triathlete), I've learned quite a bit about what it takes to get results.

Below is an overview of the program:

7-Step System for Personal Transformation

Step 1: Clarify your VISION.

Step 2: PLAN based on your priorities.

Step 3: Create a MEASURING SYSTEM to track your progress.

Step 4: Establish ACCOUNTABILITY.

Step 5: MONITOR your Milestones.

Step 6: CELEBRATE your achievements and ensure they are rewarded.

Step 7: IMPART your gifts to IMPACT the world.

Let's get started. And when this book brings about a real change in your life, I'd love to hear from you. Come visit me on Facebook and share your story.

Empowering You,

Donna Partow

www.donnapartow.com

Step One: Clarify Your VISION

Day 1: Vision of the Best You

“Man, Fully Alive, is the Glory of God” - St Irenaeus of Lyons

This would be the best year of my life IF I woke up 12 months from now, looked back and realized I had.....

Today, your journey begins with a powerful vision of The Best You. If you don't have a printed copy of this book, simply take out a pen and paper and write this sentence: “I see a person who.....”

Then proceed to describe the Best You Ever in vivid detail. Cover every area of your life, each time beginning anew with the words, “I see a person who...”

Here's an Example to Follow:

Spiritually — “I see a person who....knows she is profoundly and unconditionally loved by God; who walks with her head held high, knowing she is fully forgiven, fully free. I see a person of prayer and wisdom who walks daily in the gifts, fruit and power of God, practicing His presence moment by moment.”

Financially — “I see a person who...is financially free through multiple streams of internet income, able to travel the world in service to God and humanity.”

Physically — “I see a person who stays physically fit by eating God’s foods and exercising daily, who takes on new adventures and tough challenges (like climbing mountains) to stay vibrant throughout her lifetime.”

Now It's Your Turn:

Spiritually, I see a person who...

Financially, I see a person who...

Physically, I see a person who...

Emotionally, I see a person who...

Relationally, I see a person who...

Finally, I see a person who...

Day 2: Envision Your Very Best Day

Now you know what you want your life to look like...what kind of person you want to be. But your life is comprised of a collection of days. So now, paint a vivid picture of your Very Best Day.

What would the Very Best YOU be doing right now? What would you be doing if you were fully EMPOWERED, energized, full of authority and confidence

Again with pen and paper (not on a computer keyboard, because research has shown far more brain activity occurs when pen and paper intersect), finish this sentence, "On My Very Best Day, I....." Then walk through every detail of your day, including vivid descriptions of your surroundings.

Here's an Example to Follow:

On My Very Best Day, I awake to watch the sunrise from my deck overlooking the ocean. Then I enjoy a lovely breakfast of fresh fruit, lean protein and whole carbohydrates before spending two or more hours enjoying my Quiet Time with God.

On My Very Best Day, I enjoy a vigorous swim in the ocean, followed by a long walk on the beach. I'll do a more intense workout later in the day because I'm training to climb Mt. Kilimanjaro in Tanzania.

On My Very Best Day, I devote four focused hours to writing books and preparing training modules for my

online university. The exercise of my gifts in service to others is a top priority. I focus on those tasks above all others, using cutting- edge technology to deliver the best possible content in the most effective way for my clients.

And the LORD answered me: 'Write the vision; make it plain on tablets, so he may run who reads it'

-- Habakkuk 2:2

Now It's Your Turn:

On My Very Best Day, I...

On My Very Best Day, I...

On My Very Best Day, I...

On My Very Best Day, I...

On My Very Best Day, I...

Day 3: Starting to Shine

God has called you to SHINE. You do that best by discovering your very best gifts and taking actions daily to bring them forth.

That will require focused effort and learning to practice restraint or self-command.

Scripture:

*Where there is no revelation, people cast off restraint; but blessed is the one who heeds wisdom's instruction.
Prov 29:18*

Restraint: a control over the expression of one's emotions or thoughts; discipline; self-mastery

"No man is fit to command another that cannot command himself" -- William Penn

"Practice restraining yourself today so your life will be enviable tomorrow" - Donna Partow (who attended William Penn's university!)

Shining for God will mean saying No to lesser things so you can say YES to the best.

Now It's Your Turn:

1. What do I love most? The subject comes up, I can't stop talking about it.... I walk into a bookstore, where do I head? (look at your bookshelf.... what websites do you visit)

2. What do i do best? What are my top 5-10 skills?

3. What bothers me that I'd like to see changed in the world?

4. Before I leave planet earth, i want to.....

5. What would be my Ultimate dream career be?

6. Are there any concrete actions I need to take right now to move forward?

7. God, what do you think of my Vision?

Day 4: Record the Vision

There exists, deep inside, a better version of YOU than the world has seen so far. It's what I call The Glorious You. The one who reflects God's original design.

What does your life, The Glorious Edition, look like?

Glory: Manifestation of God's presence.

Glorify: Reveal or make clearer the glory (the manifested presence) of God by one's actions; to give an accurate reflection of who God is

Glorious: Marked by great beauty or splendor.

In order to give the world an accurate reflection of Who God is and what he's like, our lives need to be marked by great beauty and splendor.

Here's an Example to Follow:

I recorded my Very Best Day Vision using the VoiceNotes feature on my iPhone. The first thing I do on my daily walk is press play to get inspired to give it all I've got. I return feeling energized in both mind and body.

Now It's Your Turn:

Note what resource you will use to record your vision and when you'll listen to it each day.

You believe your own voice more than any other.
Listen to the recording every day, at least once a day and preferably more often.

Where there is no vision, the people perish.-
Proverbs 29:18

Day 5: Personal Mission Statement

The simplest and most powerful tool I've found for writing a Personal Mission Statement is found in the remarkable book, *The Success Principles* by Jack Canfield.

1. List two of your unique personal qualities. (What do people remark about you?)
2. List one or two ways you enjoy expressing those qualities when interacting with others.
3. Assume you are living in the Very Best World. In the Very Best World, what is everybody doing?

Here's an Example to Follow:

1. My two qualities are: powerful and energetic communicator
2. The two ways I enjoy using those gifts: writing and teaching
3. In the Very Best World, everyone is using their gifts to serve God and humanity.

My mission statement is to use my powerful, energetic communication style to write and speak messages that equip people to use their gifts to serve God and humanity.

Now It's Your Turn:

1. List two of your unique personal qualities (what do people remark about you?):
2. List one or two ways you enjoy expressing those qualities when interacting with others:
3. Assume you are living in the Very Best World. In the Very Best World, what is everybody doing?
4. Combine your 3 responses into The Best You Mission Statement:

Step Two: PLAN Based On Your Pre-Determined Priorities

Day 6: Setting SMART Goals

Begin goal setting with a Goal Storm.

Goal Storm

Move quickly. Throw out everything that springs to mind that you would like to Be, Do or Have. Fill in all 100 lines, even if it's hard. This is your life and it matters!

1. _____

2. _____

3. _____

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96. _____

97. _____

98. _____

99. _____

100. _____

Day 7: Prioritize

Reviewing your list, note your Top 25 Goals for this year

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
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17. _____
18. _____
19. _____
20. _____
21. _____
22. _____
23. _____
24. _____
25. _____

7 Key Categories

Do not despise these small beginnings, for the LORD rejoices to see the work begin. -- Zechariah 4:10

Go back through the list and assign each of the 25 goals to one of the 7 categories:

Spiritual; Ministry/Career/Personal Achievement;
Soul: Intellectual/Mental/Emotional; Physical;
Relational; Practical or Financial.

Pick the Top 3 goals in each of the key categories above. So you will have 21 goals (7 categories x 3 goals = 21) (If you don't have 3 in a category, that's ok. But don't assign more than 3 to any one category)

Spiritual

- 1.
- 2.
- 3.

Ministry/Career/Personal Achievement

- 1.
- 2.
- 3.

Soul: Intellectual/Mental/Emotional

- 1.
- 2.
- 3.

Physical

- 1.
- 2.
- 3.

Relational

- 1.
- 2.
- 3.

Practical

- 1.
- 2.
- 3.

Financial

- 1.
- 2.
- 3.

Now it's time to Turn your Best You Vision and Personal Mission Statement into a Plan by Setting SMART Goals. Try to choose from a variety of categories (i.e. Spiritual, Emotional, Physical, etc)

Set Smart Goals

A SMART goal is:

Specific

Measurable

Achievable

Reward

Timetable

Here's an Example to Follow:

I'm going to weigh my ideal weight of 129 by losing 10 pounds over the next 90 days. I will reward myself with a day of pampering at my favorite spa.

Now It's Your Turn:

List your Top 5 SMART Goals in sentence form, being certain to incorporate all elements:

Goal #1

S _____

M _____

A _____

R _____

T _____

Goal #2

S _____

M _____

A _____

R _____

T _____

Goal #3

S _____

M _____

A _____

R _____

T _____

Goal #4

S _____

M _____

A _____

R _____

T _____

Goal #5

S _____

M _____

A _____

R _____

T _____

Narrow It Down

Focus changes everything. One of my chief mottos is, "You can't wage battles on all fronts." You have your Best You Vision and your Personal Mission Statement. You keep those always before you. But when it comes time to take action, it's critical to prioritize and turn your laser-focused attention on just one item at a time.

Here's an Example to Follow:

I wrote my #1 bestselling book, ***Becoming a Vessel God Can Use***, in just four days of totally-focused activity. During that timeframe, I wasn't trying to learn to speak a foreign language! Conversely, I did not attempt to write a book while training three hours a day for a Triathlon. By tackling projects one at a time, you can accomplish anything you set your mind to.

So here's the process.

Look at the Top 5 list you just created. Ask yourself, in the next 90 days, if I could only accomplish #1 or #2...which would it be? The answer becomes the winner of the first round of elimination or #W1.

#W1 = Goal # ____

If I could only accomplish #W1 or #3....which would it be?

#W2 = Goal # ____

If I could only accomplish #W2 or #4 on my list.....which would it be?

#W3 = Goal # ____

Again. If I could only accomplish #W3 or #W5....which would it be.

#W4 = Goal # ____

Okay! Now you have your FOCUS. #W4.

You can go through this process to ruthlessly re-order your list. You might be very surprised at the outcome!

Here's an Example to Follow:

My Top 5 list list right now:

1. Lose 10 pounds
2. Re-organize the garage
3. Write an ebook on ***Becoming the Best You***
4. Finish memorizing the Book of James
5. Plant a vegetable garden

If I could only lose 10 pounds (#1) or re-organize the garage (#2), I would lose 10 pounds.

#W1 = Goal #1

If I could only lose 10 pounds (#W1) or Write an ebook (#3), I would write the ebook.

#W2 = Goal #3

If I could only write the ebook (#W2) or finish

memorizing the Book of James (#4), I would write the ebook.

#W3 = Goal # 3

Again. If I could only write the ebook (#W3) or plant a vegetable garden (#5), I would still choose the ebook.

#W4 = Goal #3

Okay! Now I have my total FOCUS. Goal #3. So right now, I am forgetting about the extra 10 pounds that have snuck back on since finishing the Triathlon nine months ago. I'm ignoring the garage, putting the memorization project and gardening on hold. I'm not even going to *think* about those things until this ebook is finished. Scattered energy is the enemy.

And since I'm pretty excited about some of those other projects, I have extra incentive to get this done and move on! (Aren't you thankful for my focused efforts?)

Now It's Your Turn:**Top 5 List**

1. _____

2. _____

3. _____

4. _____

5. _____

#1 or #2...which would it be? The answer becomes the winner of the first round of elimination or #W1.

#W1 = Goal # _____

If I could only accomplish #W1 or #3....which would it be?

#W2 = Goal # _____

If I could only accomplish #W2 or #4 on my list.....which would it be?

#W3 = Goal # _____

Again. If I could only accomplish #W3 or #5....which would it be.

#W4 = Goal # _____

Okay! Now you have your FOCUS. #W4

Day 8: Implementation Over Information

Now that you have your Focus, let me predict the next thing that will happen.

You'll be tempted to gather information...which is okay to a certain point. The problem is this. You probably already know a simple strategy that will enable you to achieve your objective. So what you are really doing is avoiding the hard emotional work involved with putting yourself out there, taking your best shot at it.

Instead, you gather more information. Then some more. You will spend endless hours in the Ready and Aim stages of Ready, Aim, Fire.

Don't do it! Ready, Aim, FIRE FIRE FIRE!!!

Let your motto be this: An ounce of implementation is worth a pound of information gathering. Better to pick one aspect of your project and fully implement it, rather than reading enough books to fill a library and searching enough websites to single-handedly keep Google busy.

Enough! If your goal is to lose weight, go put on a pair of sneakers and take a walk around the block. You don't need to spend hours searching the internet, then going to Barnes & Noble to buy three more weight loss and fitness books. Eat less and exercise more.

Keep it simple. Implementation beats information gathering!

What is one thing you are going to implement right now?

Set Weekly Goals:

What do you have to do each week in each category to achieve those goals? You'll need your calendar for special projects, but here you can list those things you'll need to do every week. (For example, if an annual goal is to write a 220-page book, your monthly goal is 18.3 pages and your weekly goal is 4.5 pages.)

List here those things you absolutely positively have to do every week, for 12 months, in order to achieve your annual goals:

Daily goals

Finally, what do you have to do each day to become the Very Best You:

Day 9: Projects to Tackle. Habits to Develop

Good habits are easy to do. They're just easier NOT to do.

Take a look at the focus item you selected; your #1 SMART Goal. Is it a one-time project to complete? Or does it represent a new habit you'd like to incorporate?

For example, this ebook is a one-time project but it also represents the habit of creating new content for the internet.

Your focus Smart Goal might be to lose 20 pounds in 90 days. That's a project, but clearly, you will be developing new habits you'll need to carry forward to sustain the accomplishment.

Describe the project you plan to tackle:

Now make note of the habits that will be required to accomplish it on time...and which of those habits

you'd like to carry forward:

Here's an Example to Follow:

Writing this ebook has required me to develop the habit of writing at least 1-2 hours a day, every afternoon after teaching my live Women's Empowerment University class at 1pmET. I've developed a routine of sitting on my back patio with my laptop and a tall glass of an all-natural energy drink, with my cats, dog and a never-ending array of local birds keeping me company. (We had a visiting turtle today.)

This is a habit (writing web content for an hour a day) that I'd like to carry forward even after completion of the project.

Now It's Your Turn:

Do More In A Day

The secret, of course, is to treat each day like the gift that it is. And use it to do the most with your gifts.

THIS is the day the Lord has made. Psalm 118:24

So be careful how you live. Don't live like fools, but like those who are wise. Make the most of every opportunity in these evil days. Don't act thoughtlessly, but understand what the Lord wants you to do. Eph. 5:15-17

Teach me to number our days, that I may gain a heart of wisdom. Psalm 90:12

Every Day

Everybody exercises sometimes.
Physically fit people exercise every day.

Everybody eats right sometimes.
Healthy people eat right every day.

Everybody prays sometimes.
Spiritually powerful people pray every day.

Every Christian studies the bible sometimes.
Biblically literate people read the Bible every day.

Everybody studies the subject of personal growth sometimes.

Mentally sharp people study it every day.

Everybody counts their blessings sometimes.

Emotionally stable people count their blessings every day.

Everybody treats their family members right sometimes.

Pillars in the church and community treat their family members right every day.

Everybody cleans up after themselves and takes care of their possessions sometimes.

Productive people clean up after themselves and take care of their possessions every day.

Everybody takes an occasional financial inventory.

Financially free people manage their money wisely everyday.

Everybody operates in their gifts sometimes.

The people who change the world operate in their gifts every day.

The simple solution is to "Do more in a day"

Who Am I?

I am your constant companion.

I am your greatest helper or heaviest burden.

I will push you onward or drag you down to failure.

I am completely at your command.

Half of the things you do you might as well turn over to me and I will do them - quickly and correctly.

I am easily managed - you must be firm with me.

Show me exactly how you want something done and after a few lessons, I will do it automatically.

I am the servant of great people, and alas, of all failures as well.

Those who are great, I have made great.

Those who are failures, I have made failures.

I am not a machine though I work with the precision of a machine plus the intelligence of a person.

You may run me for profit or run me for ruin

It makes no difference to me.

Take me, train me, be firm with me, and I will place the world at your feet.

Be easy with me and I will destroy you.

Who am I?

I am Habit

Step Three: Create a MEASURING SYSTEM to Track Your Progress

Day 10: Monitor Forward Progress

For the grace of God has appeared that offers salvation to all people. It teaches me to say "No" to ungodliness and worldly passions, and to live self-controlled, upright and godly lives in this present age, while I wait for the blessed hope—the appearing of the glory of our great God and Savior, Jesus Christ, who gave himself for me to redeem me from all wickedness and to purify for himself a people that are his very own, eager to do what is good.
Titus 2: 11-14

Now I am revealing one of my Top Secret weapons! I'm passionate about the process of **Charting my Course Then Measuring My Progress**. This can be accomplished a variety of ways and I have used many different methods:

- ***Break the Project into blocks on a poster board***

Put check marks (or color in the blocks) upon completion. For example, I could have drawn 21 blocks on a poster board and each time I finished one of the 21 sections in this ebook, check it off or color it in. I'm a very visual person, so I love this approach. Seeing my progress spurs me on.

- ***Outline the project, in list format, in a Word document***

As each item is completed, either delete the line so the document becomes shorter and shorter or highlight so the page becomes brighter and brighter. Again, I have used both approaches to great effect.

- ***Print the aforementioned document and pin it to a cork board above your desk***

Take it down each day and use a highlighter pen to showcase the work you completed so far. (I've done this with several of my books, which I rarely write in order. I outline them in great detail, down to sub-chapters, then just write whatever portion feels like it's flowing.)

- ***Stickies on a Mac***

I like to use the disappearing outline approach with this tool. The less text on the Sticker, the more progress I know I'm making.

- ***Google Documents***

Google Documents are my current favorite, especially if my goal involves doing something every day (i.e. workouts). I create a spreadsheet with daily objectives then use the paint bucket feature to brightly color in days when the goal is achieved and turn missed days black. With a glance, I can see how things are progressing and whether I need to step up my game.

- ***White Board***

I used to be a white board fanatic until my teenager snitched them all and put them in her room. She is truly obsessed and probably needs professional care. (Joking, of course!) You can chart your course using various colored markers, then erase or check off completed items.

Step Four: Establish ACCOUNTABILITY

Day 11: Pursue Accountability Relationships

“They go from strength to strength” - Psalm 84:7

Read 2 Sam 7:1-5 and 2 Sam 12: 1-7. Notice David’s willingness to listen to Nathan, even when he says hard things. Now contrast David with his grandson, Rehoboam.

Read 1 Kings 12:3-15. What do you observe?

Be Pro-Active

Successful people pro-actively pursue relationships that empower and propel them onward. One of the primary reasons I founded **Women’s Empowerment University** was to create an environment where women with a strong sense of mission could come to be empowered through teaching *coupled with* accountability.

Perhaps the most significant problem in many of our lives is the vast chasm between what we know and how we live. Our commitment is to walk with you, motivating you step-by-step, until you reach the pinnacle of personal and professional achievement. My motto is this: *I’ll be your coach, not your friend.*

If you really want to **Become the Best You**, you've got to be intentional about seeking out accountability.

Accountability:

the state of being liable, answerable, more likely to follow through with an idea because someone else is aware, (tracking) anticipating or participating in its completion.

Accountability is not:

- a place to vent all of your frustrations in life
- a place to gossip.
- a place to find your inner child
- a place for complaining about how life has dumped on me or a place to put others down; rather, it is a "makeup compact" (a deeper agreement beyond a contract) has great confidentiality, and shows each other a mirror of themselves in a loving way.

Good Accountability Partner(s):

- Confidential
- Ask hard questions, remember the truth will set you free but it might hurt a little first.
- Listen intently
- Support you
- Forgive you-- is key to keep it going. No one is perfect.
- Challenge and encourage you in a balanced way

Five different types of prayer to use with your partner:

1. Asking prayer. Ask for your partner!
2. Revealing prayer. Pray for revelations for each other!
3. Believing prayer. Pray believing for your partners success!
4. Agreeing prayer. Pray agreeing for her goals to met!
5. Persevering prayer. Pray that she will have perseverance! This was the secret to Andrews Murray, George Mueller and E.M. Bounds

As it is, there are many parts, but one body. The eye cannot say to the hand, "I don't need you!" And the head cannot say to the feet, "I don't need you!" . . . If one part suffers, every part suffers with it; if one part is honored, every part rejoices with it (1 Cor. 12:20-21, 26).

7 Keys to Accountability:

1. Accept the responsibility to find a partner.
2. Communicate your vision to that person.
3. Take ownership to handle problems that arise in a truthful, tender way.
4. Break it down. Make your plan and work the plan.
5. Pray over your goals, bring the power of God into your accountability.
6. Be available and timely.
7. Make it weekly or daily but no less than that you will never

Now It's Your Turn:

And let me consider how I may spur one another on toward love and good deeds. Let me not give up meeting together, as some are in the habit of doing, but let me encourage one another-and all the more as you see the day approaching. Hebrews 10:25

Who holds you accountable?

Day 12: Four People You Need

Scripture:

Some men brought to him a paralyzed man, lying on a mat. When Jesus saw their faith, he said to the man, "Take heart, son; your sins are forgiven." At this, some of the teachers of the law said to themselves, "This fellow is blaspheming!" Knowing their thoughts, Jesus said, "Why do you entertain evil thoughts in your hearts? Which is easier: to say, 'Your sins are forgiven,' or to say, 'Get up and walk'?"

But I want you to know that the Son of Man has authority on earth to forgive sins." So he said to the paralyzed man, "Get up, take your mat and go home." Then the man got up and went home. 8 When the crowd saw this, they were filled with awe; and they praised God, who had given such authority to man. -- Matthew 9:2-8

Do you have people in your life who will carry you to Jesus when you need healing?

Do you have people in your life who would climb up on a roof, cut out a hole in the ceiling and drop you down in front of the Great Physician to get what you need?

Do you have people, for that matter, who know enough about what's really going on in your life that they would know, "It's time to put her on the mat and carry her"?

Key Points:

- His friends brought him to Jesus. They knew exactly what was wrong with him....so do your real friends.
- Ask 5 friends who love you unconditionally: "If Jesus could heal me or strengthen me in one area — **and it would have a dramatic affect on how I show up in the world** — what one area would it be?"
- Jesus had the power to heal in spirit, soul and body.
- God wants to heal you and make you glorious.
- People will notice and they'll be filled with awe.

We All Need These People In Our Lives

Here are the 4 types of people you need to proactively bring into your life.

Cheerleader:

We all need an upbeat encouraging person who will celebrate our successes. They'll even cheer for us when we fall short. This is the person who thinks it's amazing that you showed up and gave it a try.

Who is the cheerleader in your life?

Accountability Partner:

It's also vital to have someone who is reaching for goals, so you can spur one another on. There's nothing like an exercise partner to help you get fit or a business partner to challenge you to reach for the next level. The key is updating one another on a routine basis. Daily is ideal, but at least weekly, depending on your schedule and level of commitment.

Who will be your Accountability Partner as you work together your #1 Smart Goal?

Mentor:

This person is above the level of success you desire, whether that success is spiritual, relational, financial or personal. A great place to look for a mentor is your local church or business networking meeting, because it should be someone you can meet with face-to-face on a routine basis.

Who can you ask to Mentor you as you pursue your Goal?

Coach:

This is a paid professional who can bring an objective perspective and empower you to reach your goals. Your coach is not your friend!!! And don't expect a friend to be your coach.

If you are serious about making a real change in your life, be sure to check out the coaching options available through [Women's Empowerment University](#).

Who coaches you?

Day 13: Don't Hide From Hard Questions

Pick Your Pain

You cannot avoid one of two types of pain. You will either endure the pain of discipline (the pain of saying NO to your flesh) or the pain of regret. But you will suffer one or the other. The pain of discipline weighs ounces; the pain of regret weighs tons. Which pain do you choose?

The role of accountability is essential to empower you to **Become the Best You**. But it will not work if you refuse to give anyone permission to ask hard questions. Or if you run away any time someone speaks painful truth into your life.

Of course, we all need balance. If you give the whole world permission to waltz into your life and tell you everything that's wrong with you and every area they think you need to change, you'll have a nervous breakdown in a week.

But if no one is permitted in, you'll never change...unless it's a change for the worse.

What hard questions do you need someone to ask you on a routine basis? Make a list...then give it to someone with full permission to ask you at any time.

Here's an Example to Follow:

I have two women who can ask me, any time: Are you taking care of yourself in spirit, soul and body?

Now It's Your Turn:

What questions do you need to give 1 or 2 people permission to ask you:

Who are the people I will give permission to ask me those questions:

Step Five: MONITOR Your Milestones

Day 14: Know Your Milestones

Change never happens overnight, but it does happen every day. Every day, we're either moving closer to or further from the change we want to see in our lives.

When I trained for a Marathon, I knew I wasn't going to be able to run 26.2 miles on Day 1. But I also knew that I had better be able to run at least 20 miles one week before the scheduled event. So I worked with a coach and we identified the major Milestones along the way.

Here's an Example to Follow:

My goal was to complete a 5k within the first month. Then I moved on to training for and competing in a 10k. Next was a half-marathon. Then we moved on to the longer runs: 16 miles, then 18 miles. We knew that as long as I hit these Milestones on time, I had a very strong chance of achieving my Very Best goal.

So in addition to tracking my daily training activity, I Monitored the Milestones along the way.

If your call is to become an established expert in your field, some of the major Milestones would include:

- Launch a website
- Add a Blog to it
- Write your first info product
- Launch an ezine
- Write a book
- Land your first radio interview
- Land your first TV interview.
- etc.

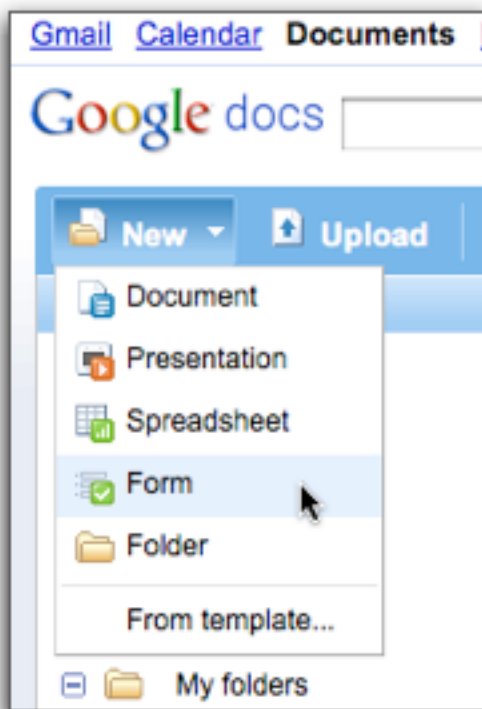
The process might take quite a number of years, but you can maintain forward momentum as long as you establish then Monitor Your Milestones.

Now It's Your Turn:

What are some significant Milestones to aim for to Make This Your Very Best Year:

Day 15: Chart Your Progress

Every once in awhile a tool comes along that's a real game changer in the area of personal management and self-mastery. Google Forms is such a tool.



You can quantify your Milestones (projects, goals, habits, etc) then Monitor them on an Annual, Quarterly, Weekly and Daily basis. Google Forms' powerful analytical tools enable you to literally chart and see your progress over the course of time.

You can access your chart from your laptop, smart phone or any other device that connects with Google Drive. Best of all, you

can grant your Accountability Partner(s) full permission to check on your diligence at any time, day or night.

Here are simple instructions on how to create your own [Google Form](#) (not that you need them; it's pretty intuitive).

Day 16: Take Time for Reflection

Scripture:

My son, do not despise the Lord's discipline, and do not resent his rebuke, because the Lord disciplines those he loves, as a father the son he delights in. Blessed are those who find wisdom, those who gain understanding.
Proverbs 3:11-13

On hearing it, many of his disciples said, "This is a hard teaching. Who can accept it?" From this time many of his disciples turned back and no longer followed him. "You do not want to leave too, do you?" Jesus asked the Twelve. Simon Peter answered him, "Lord, to whom shall I go? You have the words of eternal life. -John 6:60,66-68

Monitor: something that serves to remind or give warning; arrangement for observing, detecting, or recording the operation of a system, especially an automatic system.

Stay the course when it's easy...and when it's hard

Key points:

- Decision is exhausting.
- Decide - cut off all other options
- Make 1-time decisions...then never re-decide again.
- Just MONITOR the decision you've already made

Examples of 1-time decisions that don't need to be re-visited, just monitored:

- Follow Jesus
- Meet with God first thing every morning
- Attend church every week
- Renew your mind
- Stay accountable
- Your "fighting weight" (a range of 2 sizes: idea and acceptable)
- Exercise daily
- Tithe

I Have Decided by Sundar Singh

I have decided to follow Jesus;
No turning back, no turning back.
Though I may wonder, I still will follow;
The world behind me, the cross before me;
Though none go with me, still I will follow;
Will you decide now to follow Jesus?

Discipline versus Regret:

Every hour of every day, I are making a choice, whether I know it or not. We are either choosing the pain of discipline or, by default, I are choosing the

pain of regret. No middle ground. In any area of your life where you fail to exercise the pain of discipline, you will inevitably experience the pain of regret.

No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it. Hebrews 12:11

Monitor: (verb) to listen to transmitted signals on a receiving set in order to check the quality of the transmission; to keep tuned in.

That's what Monitor Your Milestones is all about. Tuning in to God and tuning in to what's happening in your own life! So many of us live in a haze of noise; we need to take time, at least once a week (daily would be better) to listen for the transmitted signals that tell us whether or not we are heading in the right direction.

One of the most powerful tools I've ever discovered to help me Monitor My Milestones is the Weekly Evaluation - something I first learned to do 40 years ago as a brand-new Christian.

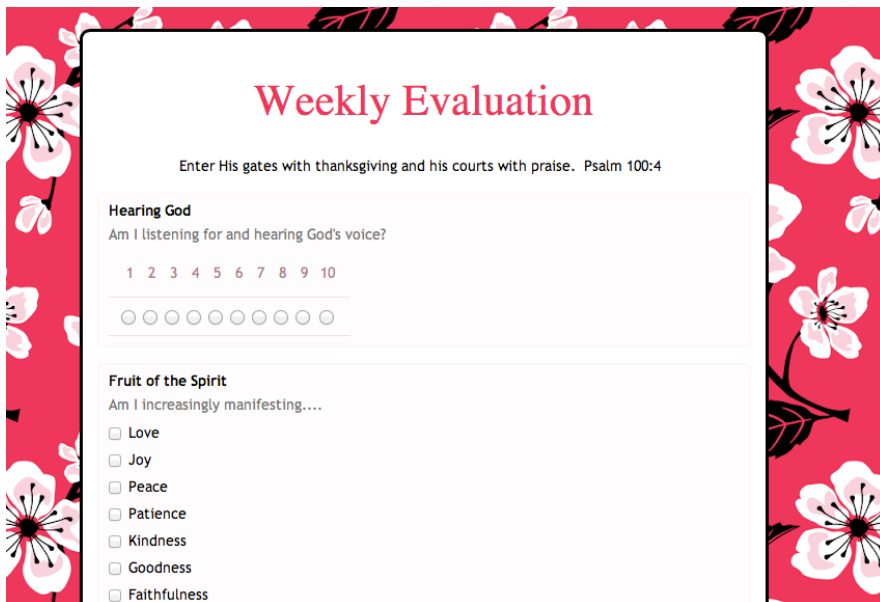
These are the questions I reflect upon every Sunday. You can use my questions or create your own.

Weekly Evaluation

1. Am I listening for and hearing God's voice? What is he saying to me?
2. Am I increasingly manifesting the fruit of the Spirit: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control? What areas look encouraging? What needs prayer?
3. What did God teach me in my quiet times?
4. Which priorities did I live by? (refer back to your annual goal sheet, have it handy)
5. Which priorities did I neglect?
6. What new thing did I learn—about life, God, my family, and the people around me?
7. What are my specific priorities (where is God directing me) for the coming week? (again, use your vision, mission, annual, weekly goals to

guide this)

Below is a partial snapshot of the Google Form I've created to track my spiritual progress, something I've endeavored to do each Sunday for several decades. Few things are more powerful for those of us who want to Your Very Best Year in our lives...and in this world. Stop. Reflect. Course correct.



Weekly Evaluation

Enter His gates with thanksgiving and his courts with praise. Psalm 100:4

Hearing God
Am I listening for and hearing God's voice?

1 2 3 4 5 6 7 8 9 10

○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○

Fruit of the Spirit
Am I increasingly manifesting....

- Love
- Joy
- Peace
- Patience
- Kindness
- Goodness
- Faithfulness

Now It's Your Turn:

Make a list of questions you need to ask yourself during a time of quiet reflection once per week. Questions that will empower you to tune in to God, tune into your life, and course correct as needed each week, rather than waiting until you are at the end of your life to realize: I was on the wrong track all along.

Once you've compiled your list, be sure to turn it into a Google Form.

12 Month Review

By taking time to reflect on a daily and weekly basis, it becomes easier to reflect on the prior year. So the next time you complete this exercise it will be much easier and far more accurate. But begin the practice of an Annual Evaluation today:

1. What were the highlights of your last 12 months?

January

February

March

April

May

June

July

August

September

October

November

December

2. What are some things you wish you'd done differently?

Step Six: **CELEBRATE** Your Achievements

Day 17: Greatest Management Principle

The Greatest Management Principle in the world is this: "Behavior that gets rewarded, gets repeated." It's also the greatest self-management principle. Unfortunately, many of us reward all the wrong behaviors...and often with all the wrong rewards.

The Greatest Management Principle in the World:
Behavior that gets rewarded, gets repeated.

Key points:

- If you want behavior to repeat, you must reward it.
- If you reward a behavior, it absolutely positively WILL repeat. And it will continue to repeat until you stop rewarding it.
- In what ways are you rewarding the wrong behavior? (Shopping as a reward for being depressed)
- In what ways are you rewarding yourself with the wrong things?
- Behavior that gets rewarded gets repeated. So stop rewarding the wrong behavior.

Celebrate Right:

Celebrate the right behaviors
Celebrate with the right rewards

We see celebration through the Old Testament...and the New!

The word celebrate occurs 88 times in the Bible!

Scripture:

Moses posted the calendar for the annual appointed feasts of God which Israel was to celebrate. Leviticus 23:44

You are to celebrate in the Presence of God, your God, all the things you've been able to accomplish. Deu. 12:18

Rejoice at your festival....for seven days at the place God designates. God, your God, has been blessing you in your harvest and in all your work, so make a day of it—really celebrate! Deut. 16:15

All Israel celebrated magnificently. 1 Sam 11:15

Bring gifts and celebrate. Psalm 96:8

God Is a Rewarder

But without faith it is impossible to please Him, for he who comes to God must believe that He is, and that He is a rewarder of those who diligently seek Him. Heb.

11:6

After this, the word of the LORD came to Abram in a vision: 'Do not be afraid, Abram. I am your shield, your very great reward.' Gen 15:1

God knows what you need

When the disciples asked Jesus to teach them how to pray, before giving them the Lord's prayer, he said, "Your Father knows what you need before you ask him."
Matt 6:8

Jesus looked at them and said, "With man this is impossible, but with God all things are possible." Matt: 19:26

*"Forget the former things;
do not dwell on the past.
See, I am doing a new thing!
Now it springs up; do you not perceive it?
I am making a way in the wilderness
and streams in the wasteland."* Isaiah 43:18-19

The Lord rewards everyone for their righteousness and faithfulness.
1 Samuel 26:23

- Celebrate your Victories - Catch yourself doing good
- Celebrate with the ones you love - Choose rewards that reward your entire family
- Celebrate with friends - Especially your accountability partner(s)

Celebrating Based on The 5 Love languages

Here is a link to a free assessment tool: <http://www.5lovelanguages.com/profile/>

Words of Affirmation

Actions don't always speak louder than words. If this is your love language, unsolicited compliments mean the world to you. You need to hear the words: "I love you" along with the reasons why. Insults can leave you shattered and are not easily forgotten.

Quality Time

For you, nothing says, "I love you," like full, undivided attention. Being there for this type of person is critical, but really being there—with the TV off, fork and knife down, and all chores and tasks on standby. Distractions, postponed dates, or the failure to listen can be especially hurtful.

Receiving Gifts

Don't mistake this love language for materialism; the receiver of gifts thrives on the love, thoughtfulness, and

effort behind the gift. If you speak this language, the perfect gift or gesture shows that you are known, you are cared for, and you are prized above whatever was sacrificed to bring the gift to you. A missed birthday, anniversary, or a hasty, thoughtless gift would be disastrous—so would the absence of everyday gestures.

Acts of Service

Can vacuuming the floors really be an expression of love? Absolutely! Anything you do to ease the burden of responsibilities weighing on an “Acts of Service” person will speak volumes. The words he or she most wants to hear: “Let me do that for you.” Laziness, broken commitments, and making more work for them tells the person with this love language that their feelings don’t matter.

Physical Touch

This language isn’t all about the bedroom. A person whose primary language is Physical Touch is, not surprisingly, very touchy. Hugs, pats on the back, holding hands, and thoughtful touches on the arm, shoulder, or face—they can all be ways to show excitement, concern, care, and love. Physical presence and accessibility are crucial, while neglect or abuse can be unforgivable and destructive.

Celebrate with Words of Affirmation

- Before bed each night, ask yourself: What did I do right today?

- What am I most proud of about my accomplishments today?
- Record your accomplishments in a journal. Acknowledge what you've done well.
- When you get discouraged, read them aloud.
- Record them as a Voice Note or use Audacity (free online tool)

Celebrate with GIFTS

- Create a list of self-rewards.
- Create a list of 10 gifts others can buy you

Celebrate with Physical Touch

- Create a list of rewards like massage, pedicure, etc
- Ask loved ones to agree to a reward like a foot rub or a long walk holding hands.

Celebrate with Acts of Service

- You'll need to involve a loved one to serve you once you've achieved your goal

Celebrate with Quality Time

- Make a list of places you like to go sit and talk (Restaurant, coffee shop, beautiful hotel lobby, park, etc.)
- Recruit favorite people who will join you for a specific block of leisurely time to sit and talk when you achieve your goal
- Amount of Quality Time awarded should celebrate the size of the accomplishment

Here's an Example to Follow:

You work from home in your own business and woke up with a specific list of tasks to tackle. But rather than getting things accomplished, you wasted the day on pointless phone calls, Facebooking and idle internet surfing. At the end of the day, you're frustrated. So you treat yourself to ice cream to cheer yourself up and make yourself feel better.

What did you just do? You rewarded yourself for all the wrong behavior. And behavior that gets rewarded, gets repeated. That's how the habit of wasting endless days internet surfing develops. Not only that, you rewarded yourself with something that, unless you are ultra ultra fit, is probably the last thing you need!

One of the cornerstones of [Women's Empowerment University](#) is training people to identify and reward the right behavior...with rewards that are truly rewarding and genuinely good for you.

Now It's Your Turn:

Identify the behaviors you want to reward:

Day 18: Plan Your Rewards

In order to make this principle work for you, rather than against you, it's important to identify the key behaviors that are absolutely critical to your success. Then decide, in advance, how and when you will reward yourself for consistently engaging in those behaviors.

Here's an Example to Follow:

As an author and founder of Women's Empowerment University, few things are more critical to my success. The key behavior I need to reward is writing; specifically, finishing writing projects. (Lots of people have reams of paper or hard drives filled with unfinished writing projects; that's of no use!) So that's the behavior I absolutely need to reward so it will repeat.

Then I need to decide what rewards I would most enjoy; that would truly motivate me. Pampering is my favorite. So my reward will be a pedicure.

My second favorite thing is travel. So I've purchased a travel book that I'm not allowed to touch until I'm kicking back, enjoying my pedicure. I'm in serious need of a pedicure. (You really don't want to see my feet at this moment and it's June in Florida -- folks, this is a problem!)

And I am just dying to sneak a peek at this new travel guide. I am motivated!

Now It's Your Turn:

List the key behaviors you need to reward so they will be repeated:

Now make a list of good-for-you rewards you enjoy:

The key is this. Only reward good behavior. And only reward good behavior with rewards that are good for you!

Day 19: Plot Dire Consequences

We've talked about the power of rewards. And they are powerful. But humans are often even more motivated by the fear of loss than the hope of gain; more driven to avoid pain even than to seek pleasure!

Here's how to put that to work for you: Think of something you hate to do...then, if you fail to achieve your Smart Goal on time, go do it for someone else.

Can't stand washing your car? Great, your Dire Consequence will be to wash five cars in your neighborhood on one Saturday afternoon. Dislike house cleaning? Volunteer to spend a day scrubbing the bathrooms at a homeless shelter. Dislike cooking? Doing dishes? That's what Soup Kitchens are for! You'll be spending a full day at one.

Public humiliation is another great motivator. Would you be mortified to be seen in public in a bathing suit at your current weight? The perfect Dire Consequence might be posting a photo of yourself in a swimsuit on Facebook if you don't lose the weight you commit to losing within the planned timeframe.

You get the idea! My students at [Women's Empowerment University](#) claim I have the "Dire Consequence Anointing" because I'm great at coming up with things they absolutely, positively do NOT want to do. And frankly, that's often a bigger motivation than the planned reward.

Here's an Example to Follow:

If I don't finish this ebook within the next 48 hours (the deadline I committed to as part of the current WEU Module), I will post a horrifying photo of my make-up-less face on Facebook. Yes, I already have the photo and it is truly dreadful. It's all the motivation I need, trust me!

Now It's Your Turn:

List some things that would constitute Dire Consequences for you!

Step Seven: IMPART Your Gifts to Impact The World

Day 20: Live for the Last Day of Your Life

There's no higher level of personal fulfillment on earth than reaching a position in life where you know you have something of great value to contribute to the world--and you are joyfully making that contribution.

A life of contribution is one we can all celebrate. Imagine you have come to the end of your days, and people from every facet of your life are gathered around you...what do you want each of them to say in tribute to your life.

Now It's Your Turn:

Family:

Friends:

Church:

Community:

Career:

Day 21: Look for Opportunities Every Day

It's not enough to think about the last day of your life, hoping for the best. You have to live in such a way that you will be remembered as you hope to be. Use this exercise as a lifelong planning tool. Aim for Your Very Best Year every year and you'll live the Very Best Life!

Here's an Example to Follow:

I wrote that I want my daughters to say, "Our mom put us first. She never lost sight of what matters most. She taught us to love and live with passion--to love God and serve others." I want my friends and members of my church and community to say, "Donna treated everyone with love and generosity. She was gracious at all times, even under pressure."

Obviously, if I expect people to say those things, I'm going to have to live them out first. That will require prayer, planning and action. I'll have to routinely substitute what I know I should do for what I "feel like" doing.

Now It's Your Turn:

If the tributes you've just written are to be spoken from the heart by those you've touched, you'll have to do the same. You'll have to live each day with the end in mind.

Take a moment to think of just one small thing you can do on a daily (or at least weekly basis) that will

make a difference in each area. Keep it simple.
Make sure it's measurable.

Family:

Friends:

Church:

Community:

Career:

Be Intentional About Continuous Personal and Professional Development

If you want to **Make EVERY Year a Great Year**, one of the most vital decisions you can ever make is a decision I'd like to invite you to make right now:

Decide to commit yourself to continuous personal and professional development.

You've just taken a quick walk through my **7-Step System** which serves as the foundation of [Women's Empowerment University](#). Our mission is clear. We are raising up an army of Wise Well Women of Influence for the King. If this ebook has motivated you, I'd love your feedback. Stop by my [Facebook page](#) and let me know what you've planned to do to Become the Best You.

Be sure to check out my Annual 21-Day Training, [Make This Your Best Year Ever](#).

Love & Prayers,

~ Donna