

## The Attitude

Team and Organisational Attitude are keys to both Goal Development and Goal Ownership. If every team member doesn't believe in the goal then you will not attain it.

### The Question To Ask!

“Do You Take 100% Responsibility For Everything That Happens In Your Life and Organisation”

### The Formula to Follow:

$$E + R = O$$

Event + Response = Outcome

If you don't like the outcome you are currently achieving then change your response. Each time you don't like the outcome, review your response and try again until you achieve the outcome you desire.

Source: Taught & Provided Courtesy of  
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### The Definition:

#### The Definition of Success:

“You Simply Run Out Of Things To Fail At

We are taught as children that to fail at things is bad however this is actually a flawed premise. Most people don't try due to the potential of failure, resulting in them doing nothing. When you fail or don't achieve your goal you simply learn another way in which achieving your goal doesn't work. Each time you try and fail it puts you one step closer to success. How many times are you prepared to fail to get what it is you want?

Source: Taught and Provided By Chris Le Roy

## Define the Spirit of Your Company

This section allows you to define what the spirit of your company or organisation is and how you want it to be perceived by your customers, employees and the public.

1. Select two words that define the unique company spirit that your company has such as *passion* and *inventiveness*

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2. Outline two ways in which your company demonstrates those qualities when interacting with its employees, customers and the public, such as *commitment* and *educate*

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3. If your company was perfect right now what would it look like? How would your employees interact with your customers, with you and the public? What does that interaction feel like? Simply write each answer to those thoughts in a statement in present tense that describes your perception of the perfect company. Remember our goal in business is to build the perfect company and world that is fun.

**EXAMPLE:** *Our company is passionate about serving our customers. Every employee is passionate about our company goals. Our company is focused on educating our customers and the public about our vision.*

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\_\_\_\_\_

\_\_\_\_\_

4. Now develop the three statements from the previous exercise into a single purpose state and this is the spirit of your business.

**EXAMPLE:** *Our company passionately supports our employees as they educate and serve our customers and the public in the pursuit of our company vision and goals.*

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## Recommended Reading Material

(Available Now – Call 1800 66 00 00)

### The Success Principles

by Jack Canfield

### The Power of Focus

by Jack Canfield, Mark Victor Hansen, Les Hewitt

### Think and Grow Rich

by Napoleon Hill

### Secret of Getting Rich

by Wallace D Wattles

## Setting Goals

- ✓ S: Specific
- ✓ M: Measurable
- ✓ A: Attainable
- ✓ R: Relevant
- ✓ T: Timed

### Example Goal:

*To sell 500 widgets by the 30 December 2009*

Goals should always be –

- ✓ Personal
- ✓ Positive
- ✓ Put in writing
- ✓ Be Owned by You
- ✓ Achievable
- ✓ Relevant
- ✓ Measurable

## Staff Weekly Feedback Form

The Staff Weekly Feedback form is another method for acknowledging what you and your staff have accomplished in the week. It has the benefit of communicating to both you, your bosses and your management team what you have accomplished (which often our bosses are unaware of what you have done and achieved), to discuss challenges and areas that are not getting achieved and to make requests for information and support you might need to get your job done (they can't help if you don't ask). You simply use the following questions to make a form that you can handwrite on or you can use it as a template on your computer.

The questions to be answered are:

1. This week I accomplished
2. What I didn't get done this week is
3. Some of the challenges I am facing are
4. My Major success for the week was
5. What I want you to know is
6. What I'd Like you to do is

Complete the answers to these prompts every Friday and give it to your boss. Do this for two months as an experiment. If you like the results make it a weekly discipline. It is best to explain this exercise to your supervisor as something that you have learned through a professional development program before you give it to them.

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## Developing New Habits:

The key to business success is to develop new habits and to let go of old habits. To begin you need to identify old habits that are holding you back and then to identify successful new habits. Remember this:

**Successful Companies have success habits**  
**Unsuccessful Companies have unsuccessful habits**

**Example:**

**Old Habit:** Don't return phone calls for 3 days

**New Habit:** Always return a customers phone call within 4 hours and if I am unsuccessful in speaking with them I will leave a message and tell them I will follow up with them within a certain time.

OLD HABIT:	NEW SUCCESS HABIT:
A) _____	_____
B) _____	_____
C) _____	_____
D) _____	_____
E) _____	_____

## Developing the Success Formula

1. Identify your Bad or Unproductive Habits
2. Define your New Successful Habits
3. Create an Action Plan for Implementing these new habits

## Develop Your Company Vision Goal Wall/Board

Written Down Goals will allow your company to have a focus on what you want to achieve. The Vision Goal Wall/Board reminds each and every staff member what you are working towards.

What should be on your Goal Wall/Board:

1. Your Spirit Statement
2. Your Written Goals for this Year
3. Your Companies Long Term Goals
4. Inspirational Words and Statements
5. Pictures of Your Team Goals
6. Awards and Successes of the Team

## Unleash the Power of Goal Setting Plan Your Company Future – Set Goals

To be successful you must plan your organisations future and have a clear vision of your goal.

- One reason why visions don't become reality is that they are not specific enough
- You must set specific and measurable goals and objectives
- They must be written down
- You must determine HOW MUCH and BY WHEN!
- What happens inside when we turn our visions into specific goals and objectives? What Feelings emerge?

We often want to push the goal out further  
or make the goal smaller in size

- What shows up when we commit to measurable and specific goals?
  - Considerations
  - Fears
  - Roadblocks

The key to goals is **MASTERY**

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This section is extracted from Jack Canfields Breakthrough to Success Home Study Course