

Self-Awareness Assessment

(I want to acknowledge the creator of this assessment.
If I knew your name, it would appear right here!)

Requires a time commitment of at least two weeks to achieve the full benefit.

Exercise 1:

Objective: To become more aware of the present status of my life.

Instructions

Daily Journal Questions

Please take 15-20 minutes each day and write down your answers to these questions in your daily journal.

1. In what ways is my life balanced (or not) today?
2. How did I take care of my spouse today?
3. How did I take care of myself today?
4. What is my attention on today?
5. What are my current breakdowns?
6. What action will I take to resolve them?

Weekly Journal Questions

Please take 15-20 minutes each week and address the following questions.

1. What did I learn about myself this week?
2. What part of my life did I ignore/avoid this week?
3. What did I accomplish this week?
4. At what did I become more competent this week?
5. What part of my accountability did I give away this week?
6. What did I learn by doing this?

Exercise 2:

Objective: To become more aware of how I feel during the workday, and what I can accomplish on a daily basis.

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. Recording your responses in your journal will be beneficial.

1. What energized me most at work today?
2. What discouraged me most at work today?
3. In what ways did #1 and #2 above affect how I spent my time?
4. What did I accomplish?
5. What patterns do I see emerging from what I am observing in this exercise?
6. What action will I take about what I have observed?

Exercise 3:

Objective: To become more aware of how I feel during the workday.

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. You may wish to record your responses in your journal.

1. What did I feel uncomfortable about doing? About saying? Why?
2. What emotions or feelings were most present for me?
3. When did I experience fear?
4. What thoughts did I have while I was feeling fear?
5. What action will I take from what I observed?

Exercise 4:

Objective: To become more aware of what I am and am not accomplishing during my workday, why I may not be accomplishing, and how I justify breakdowns.

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. You may wish to record your responses in your journal.

1. What specific, observable outcomes did I produce?
2. What excuses, stories, or justifications do I have for not producing the outcomes I said I would produce?
3. What events, people, or personal limitations got in the way of these outcomes?
4. How do I feel about what I have observed here?
5. What action will I take from what I observed?

Exercise 5:

Objective: To become more aware of my challenging behaviors and their consequences.

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. You may wish to record your responses in your journal.

1. Whom did I challenge today?
2. Why?
3. What were all the outcomes of this challenge?
4. What actions will I take from what I observed?

Exercise 6:

Objective: To become more aware of what I am insisting upon and how it affects my work and my relationships at work.

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. You may wish to record your responses in your journal.

1. What did I insist upon today?
2. How did I justify my insistence?
3. What were the effects of my insistence upon myself?
4. Upon my work relationships?
5. What actions will I take from what I observed?

Exercise 7:

Objective: To become more aware of my feelings at work. (A different version appears earlier. Each was designed for a particular perspective.)

Instructions

Twice each day - at midday and at the end of the day - ask yourself the following questions. I suggest that you anticipate this exercise by observing yourself throughout your day. You may wish to record your responses in your journal.

1. What was my strongest feeling at work today?
2. What triggered this feeling?
3. How did I respond/react to this feeling?
4. What actions will I take from what I observed?

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