

**Workbook 1:
Step 1, Step 2 & Step 3**

Priorities, Purpose & Vision



The *Guilt-free*
Coach

Victoria Cook

creator of

TheGuiltFreeCoach.com

&

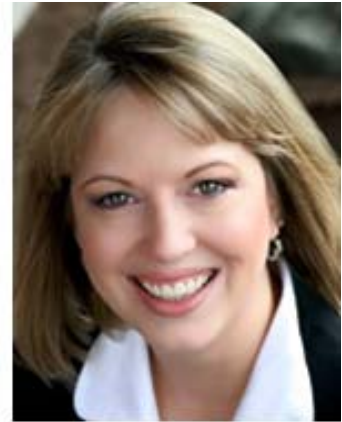
The Guilt-Free R.E.S.U.L.T.S.TM System

*The professional woman's must have 7-step guide
to getting exactly what she wants without guilt.*

About the Author

Victoria Cook, The Guilt-Free Coach, is a successful entrepreneur, speaker, Certified Professional Coach, and **Creator of The Guilt-Free Results System™**.

Through coaching, classes, and workshops, Victoria helps professional women accomplish huge goals guilt-free. As a coach, Victoria sees her role as a catalyst to help her clients identify and implement greater self-care and her 7-step system for creating the guilt-free results they desire.



Victoria spent 18+ years in corporate America as a change agent bringing organizations' missions and visions to reality. It was through these experiences that Victoria developed her widespread expertise in time management, project management, and advanced business strategic planning.

In 2004, Victoria completed rigorous professional training as a coach and graduated from CTI (The Coaches Training Institute), one of the few programs accredited by the International Coach Federation, the governing body of the coaching profession. She is a member of the International Coach Federation, the International Association of Coaches, and the Chicago Coach Federation.

A sought-after expert in the area of women's success, Victoria is frequently quoted in the Daily Herald and Northwest Herald newspapers and the McHenry County Magazine. On a personal note, Victoria is an ambitious working mother of two and has been joyfully married to her husband, Brian, for over 14 years. Besides her family and coaching, photography, scrapbooking, and bicycling keep her happy during her free time.

Visit www.TheGuiltFreeCoach.com for free resources, tools, and articles.

Contents at a Glance

- Introduction 5
- Getting Started 6
 - What exactly is the Guilt-Free R.E.S.U.L.T.S™ System?..... 6
- Resetting Your Priorities 7
 - Importance of Selfcare 7
 - Balance 9
 - Assessing Balance 10
 - 3 Steps to Guilt-Free No's..... 12
- Engage Your Bigger Purpose 14
 - The Bigger Picture 15
 - Uncovering Your Impact 21
 - Your Life Purpose Statement..... 23
 - Representing your LPS 23
 - Expressing Your Purpose Daily 23
 - Values..... 25
 - Living Your Values 26
- See a Higher Vision 27
 - Get in Touch with Your Best Self..... 27
 - The Future Self Visualization 27
 - Creative Ways to Work with Your Future Self 29
 - Create Your Future Nostalgia 30
 - Is Your Vision 20/20?..... 32
 - The Three Year Vision 32
 - Your Vision Board 33
- Final Thoughts 34

Need Additional Assistance? 34

Appendix..... 36

 Wheel of Life Assessment 38

 Desired Vision 39

 Finding My Unique Purpose 41

 Life Purpose Visualization Worksheet 42

 Life Purpose Statement Metaphor Worksheet 43

 Values Assessment 45

 Future Self Visualization Worksheet 48

 My 3 Year Vision..... 50

 Creating Your Vision Board Checklist..... 52

 Additional Spiritual Resources 53

Bibliography 54

Introduction

Have you ever stopped to think about why you are here? My guess is that YES, you have thought at least a little bit about that or you wouldn't have invested in this workbook.

The authors of the book, Co-Active Coaching, state that:

"...people are born with a life purpose. Some people never look for their purpose and so it remains unspoken their whole lives. But it is there. The life purpose is the reason we are on this planet. It is the thing we are meant to accomplish, the gift we are meant to bring. Life purpose is not about a job or even a vocation. It is the round-the-clock, twenty-four-hour, every-day-of-your-life expression of who you are when you are reaching your full potential."

Unfortunately, **most people don't live lives that are driven by their life's purpose.** They live by chance, reacting to what happens and feeling like a victim of circumstances. As a result, they feel a lack of meaning and direction in their life. This is often coupled with uncertainty about the future and feeling overwhelmed about what to do or where to head next. ***If you've been feeling that way too, don't be hard on yourself. You're not alone!*** Many of my private clients struggle with this too. Nothing's wrong with you!

The good news is you CAN change these struggles that are holding you back from identifying your bigger vision and purpose and resetting your priorities to pursue them.

My recommendation is that you read the workbook in its entirety without taking any action the first time around. This will allow the information to begin to sink in. There's a lot here, but it's important to take in the WHOLE picture first. Otherwise you might get overwhelmed and immobilized.

Once you've read everything, start at the beginning again and take each assignment step-by-step. Don't skip any steps, even if you think you have it handled. Remember, take this whole process slowly. It's ***Progress, not Perfection that counts!***

The key is to do the work. Have you ever read a great book full of amazing information and ideas where you underlined it, highlighted key sections, and dog eared some of the pages? I'll bet that at least once in your life you put that book right back on the shelf and never applied all the great ideas you read. Because of this, you're still in the same place you were before you read that book. Well, I don't want you to do that here.

Commit yourself to this project. Know that it's not a quick fix (although many of my private coaching clients have seen extraordinary results after completing these exercises with me) and that you actually have to complete the exercises for it to work. Just make the time, make a commitment, and take each and every step.

With that said, let's get started. Good luck! And remember, I'm here when you need me!



Getting Started

What exactly is The Guilt-Free R.E.S.U.L.T.S™ System?

There are loads of books and seminars on accomplishing goals. I've read many of them. By combining the strategies I've learned from private study and my corporate background with coaching, I was able to accomplish many of my own BIG goals, including starting a successful coaching business! But after the birth of my son in December of 2005, a whole new challenge emerged.

I LOVED the work I was doing, and desired to do more to grow my business AND I fell completely in love with my son and motherhood; so much more than I ever could have expected. I soon found myself feeling a little guilty when I took time away from him and the family for business. And when I spent time with my family, I found myself feeling guilty and stressed about all the work still sitting in my inbox. It quickly became clear that ***great results weren't enough if I felt stressed, overwhelmed, and guilty in the process.***

I noticed I wasn't the only one struggling to achieve some big goals AND maintain harmony at home. Other professional women I met while speaking or networking expressed similar challenges. **They were taking care of everyone else at the expense of themselves.** They had BIG goals they struggled to achieve. As a result, **they didn't feel they could justify the time they spent on themselves or their professional aspirations without struggle and guilt.** I began successfully working with professional women who also wanted guilt-free results.

After working to accomplish my own huge guilt-free goals and helping my clients do the same, I found that I used a 7-step repeatable process. While every client is unique and brings her own challenges and agenda to our work together, the framework was the same. My Guilt-Free R.E.S.U.L.T.S.™ System includes:

1. **R**eset Your Priorities
2. **E**ngage Your Bigger Purpose
3. **S**ee a Higher Vision
4. **U**pgrade Your Mindset & Undo the Guilt
5. **L**ay Out Your Path
6. **T**arget Your Direction
7. **S**tay the Course

Since then, I've dedicated my career to helping other high achieving professional women who are caring for everyone else, exhausted, and unable to achieve what is important to them attain the guilt-free professional achievement they desire using my Guilt-Free R.E.S.U.L.T.S.™ system! This workbook is for the disciplined self-starter who wants to independently work through **Step 1, 2 and 3 of my process.** For additional products or assistance completing this workbook visit **www.TheGuiltFreeCoach.com** or contact me at 847-516-0190.