

GETTING READY

SESSION ONE





YCREATETHATPROGRAM.COM

MARY OQUENDO

I have been teaching online since 2011 when I first launched Pawsitive Educational Training. That's not just 12 years of experience online, but I continue to teach and keep up with the ever-changing landscape of the internet so that you don't have to. Add in that I have been teaching in person since 2006 and keep up with the latest teaching methods. Over the years, I have been recognized by my peers for leadership and contribution to the industry.

2011 LAUNCHED THE FIRST
PROFESSIONAL PET INDUSTRY
LIVE MEMBERSHIP

2012 DAVID SALZBERG AWARD FOR
OUTSTANDING ACHIEVEMENT IN THE
PET INDUSTRY

NOMINATED EVERY YEAR SINCE
2012 IN SEVERAL BARKLEIGH
HONORS CATEGORIES

2020 PET INDUSTRY EDUCATOR
OF THE YEAR AWARD


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MINDSET

SET YOURSELF UP FOR SUCCESS




This session is all about getting started on the right foot. There is a great deal of work that goes into setting up a program. Just as you would not want to build a home on a shaky foundation, preparation and organization is key to your success.



Recommended supplies:

1. 3 ring binder
2. Loose leaf paper
3. 3-ring hole puncher
4. Color stick on tabs



Print out each workbook in color if possible. Use the hole puncher to add it to your binder. Add extra loose leaf paper after each workbook for brain dumps and extra notes. Use the color tabs on the first page of each workbook to easily locate information.



Fill out each workbook and complete all assignments.

MINDSET

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Why is it important?

What does your subconscious have to do with it?

Who's your support network?

Who are your crabs?

MINDSET

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What is decision fatigue?

Make a snap decision on something.

Name a role model?

Why is journaling important?

WHAT ARE YOU APPRECIATIVE OF AND WHY

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1.

2.

3.

4.

HOW DO YOU TAKE CARE OF YOURSELF?

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1.

2.

3.

4.

IDENTIFY AND EXPLAIN YOUR EXCUSES

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1.

2.

3.

4.

2

TIME MANAGEMENT

WHAT COULD YOU DO IF YOUR TIME WAS BETTER ORGANIZED?

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1.

2.

3.

4.

HOW CAN YOU IMPROVE YOUR WORKSPACE?

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1.

2.

3.

4.

TIME MANAGEMENT

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1. What is peak operating time?

2. Explain time chunking.

3. Why is scheduling time to work important?

4. What are some productivity tools you might use?

TRACK YOUR TIME

DAY 1

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TRACK YOUR TIME

DAY 2

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TRACK YOUR TIME

DAY 3

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TRACK YOUR TIME

DAY 4

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TRACK YOUR TIME

DAY 5

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TRACK YOUR TIME

DAY 6

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TRACK YOUR TIME

DAY 7

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MAP OUT A SHORT TERM GOAL

MAP OUT A LONG TERM GOAL

3

VISION AND GOALS

EXPLAIN THE POWER OF WHY

WHAT PROBLEM ARE YOU SOLVING?

WHAT'S YOUR GOAL?

LET'S PUT IT TOGETHER

Who you help ()

What you help them with ()

What you want them to achieve ()

Your assignment is to go over to Canva and make a PDF to download, print out, and hang up in your office. Add it to your binder as well.

VISION AND GOALS

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1. Why do you do what you do?

2. What was your defining moment that lead you to want to do this?

3. What are you most excited about creating in the next year?

4. What are your long term goals? 5-10 years.

4

YOUR CLIENTS

QUALITIES YOU WANT IN A CLIENT

Pick 5-10

[https://www.compatibilitycode.com/
book-resources/personal-qualities-
list/](https://www.compatibilitycode.com/book-resources/personal-qualities-list/)

Your assignment is to go over to Canva and make a PDF to download, print out, and hang up in your office. Add it to your binder as well.

QUALITIES YOU DON'T WANT IN A CLIENT

Pick 5-10

[https://www.compatibilitycode.com/
book-resources/personal-qualities-
list/](https://www.compatibilitycode.com/book-resources/personal-qualities-list/)

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OTHER THINGS TO CONSIDER

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1. Geographical location

2. Age/gender

3. Education/job

4. Business income

OTHER THINGS TO CONSIDER

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1. Where do they want to be in life?

2. What fear is preventing them from achieving their goals?

3. What is important to them?

4. What is their pain point?

OTHER THINGS TO CONSIDER

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1. What do they say?

2. How do they measure success?

3. What motivates them?

4. Where do they spend their time?

5

ALL ABOUT YOU

WHAT ARE YOU GOOD AT?

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**WHAT PRACTICAL
SKILLS ARE YOU
TALENTED AT?**

**WHAT SOCIAL
SKILLS ARE YOU
GOOD AT?**

**HAVE YOU WON
ANY AWARDS?**

**HOW CAN YOU
DEVELOP YOUR
TALENTS?**

**WHAT DO YOU
FIND EASY TO DO?**

WHICH TALENTS WILL HELP YOU ACHIEVE YOUR GOALS?

WHAT DOES THE WORLD NEED?

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**WHAT PROBLEMS
DO YOU WANT TO
SOLVE?**

**ARE THERE ISSUES
THAT TOUCH YOU
EMOTIONALLY?**

**ARE THERE ANY
VOLUNTEER ORG'S
THAT ALIGN WITH
YOU?**

**IF YOU WERE TO
ASK OTHER
PEOPLE, WHAT
WOULD THEY SAY
YOU STAND FOR?**

**HAS ANYONE EVER
SAID YOU'RE GOOD
WITH PEOPLE OR
ANIMALS?**

HOW WILL YOUR IMPACT HELP YOU ACHIEVE YOUR GOALS?

WHAT DO YOU LOVE TO DO?

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**WHAT TASKS DO
YOU GET LOST IN?**

**WHAT WOULD YOU
DO IF MONEY
WASN'T AN
OPTION?**

**WHAT DO YOU
LIKE TO DO IN
YOUR SPARE TIME?**

**WHAT GETS YOU
REALLY EXCITED?**

**IF YOU WERE TO
PRESENT ANY
TOPIC TO AN
AUDIENCE, WHAT
WOULD IT BE?**

HOW WILL YOUR PASSION HELP YOU ACHIEVE YOUR GOALS?

WHAT ARE YOU GETTING PAID TO DO?

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**DO YOU FEEL
YOU'RE DOING
ENOUGH**

**IS THERE ANY
OVERLAP IN THE
OTHER ASPECTS?**

**DO YOU USE YOUR
TALENTS AND
PASSION?**

**WHAT
PROFESSIONAL
DEVELOPMENT DO
YOU HAVE
PLANNED?**

**WHAT RESULTS
BRING YOU
SATISFACTION?**

HOW WILL WHAT YOU CURRENTLY DO HELP YOU ACHIEVE YOUR GOALS?

WHAT ARE YOUR CORE VALUES

Pick Top 12
Then Narrow Down To 3

<https://contentsparks.com/16896/free-download-big-list-of-core-value-words/>

Your assignment is to go over to Canva and make a PDF to download, print out, and hang up in your office. Add it to your binder as well.

LET'S PUT IT TOGETHER

YOUR 3 CORE VALUES

YOUR PASSION

YOUR MISSION

YOUR VOCATION

YOUR PROFESSION

YDESCRIBE WHAT
YOOU'RE MEANT TO
DO

**IF YOU HAVE ANY QUESTIONS, TAG ME IN
THE PRIVATE FACEBOOK GROUP**



CALL TO ACTION

WWW.CREATETHATPROGRAM.COM