# GETTING READY

**SESSION ONE** 



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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

# 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.

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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 wantt 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.



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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?

06



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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

1.

#### 2.

#### 3.

#### \_\_\_\_

### HOW DO YOU TAKE CARE OF YOURSELF?

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# 2.

#### 3.

### IDENTIFY AND EXPLAIN YOUR EXCUSES

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#### 1.

#### 2.

#### 3.





## TIME MANAGEMENT

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### WHAT COULD YOU DO IF YOUR TIME WAS BETTER ORGANIZED?

#### 1.

#### 2.

#### 3.

### 4.

### HOW CAN YOU IMPROVE YOUR WORKSPACE?

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#### 1.

#### \_\_\_\_\_

#### 2.

#### 3.

### 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?

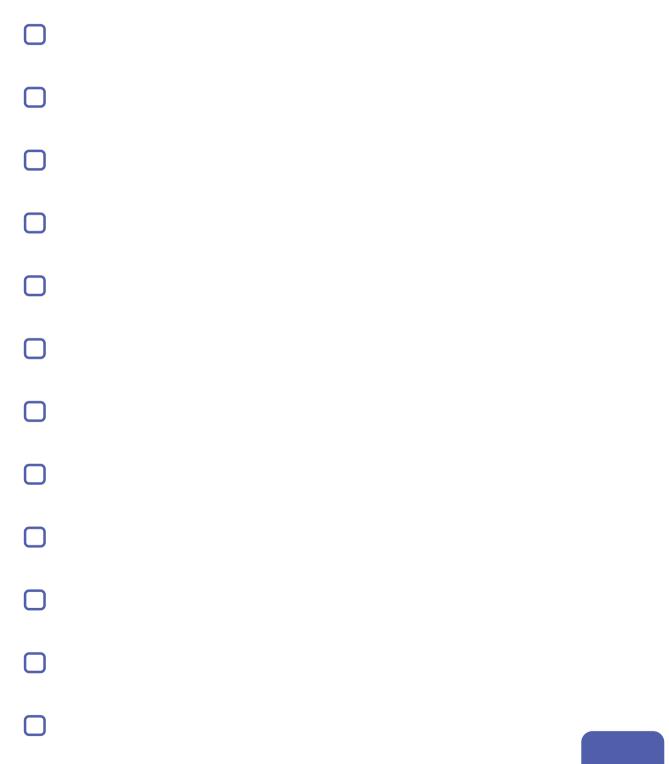
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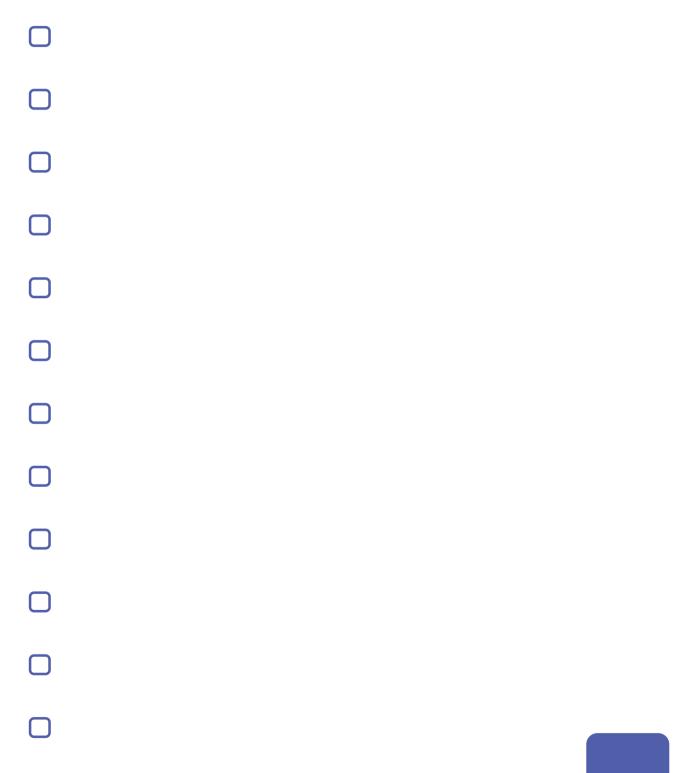
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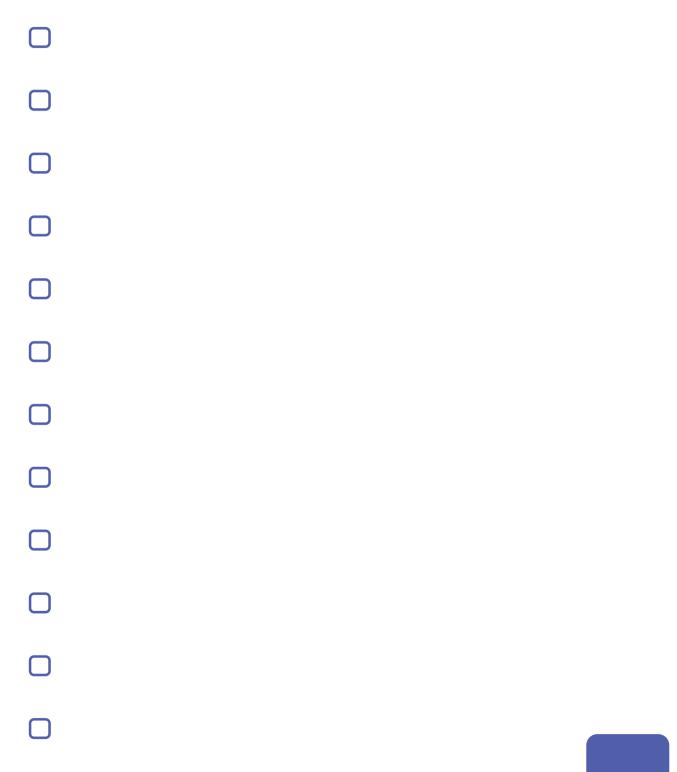
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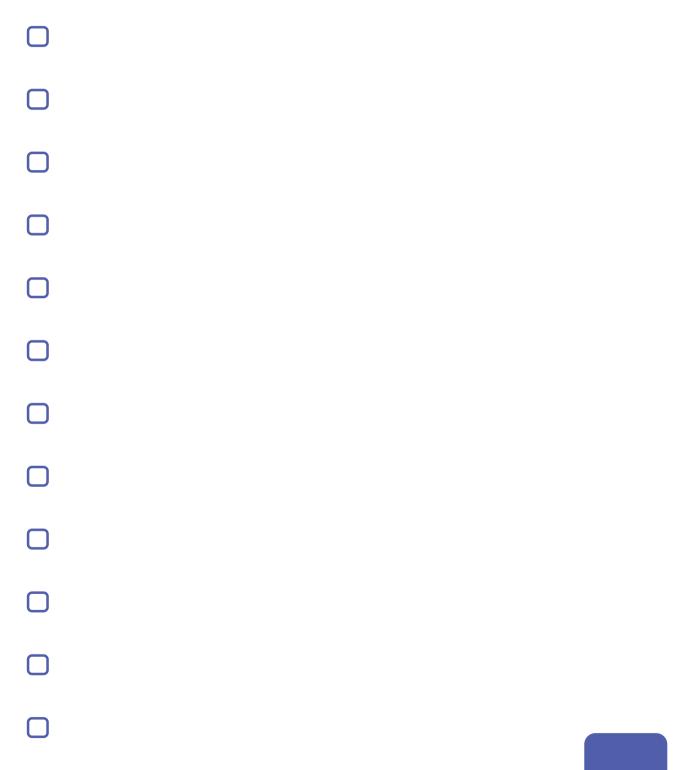
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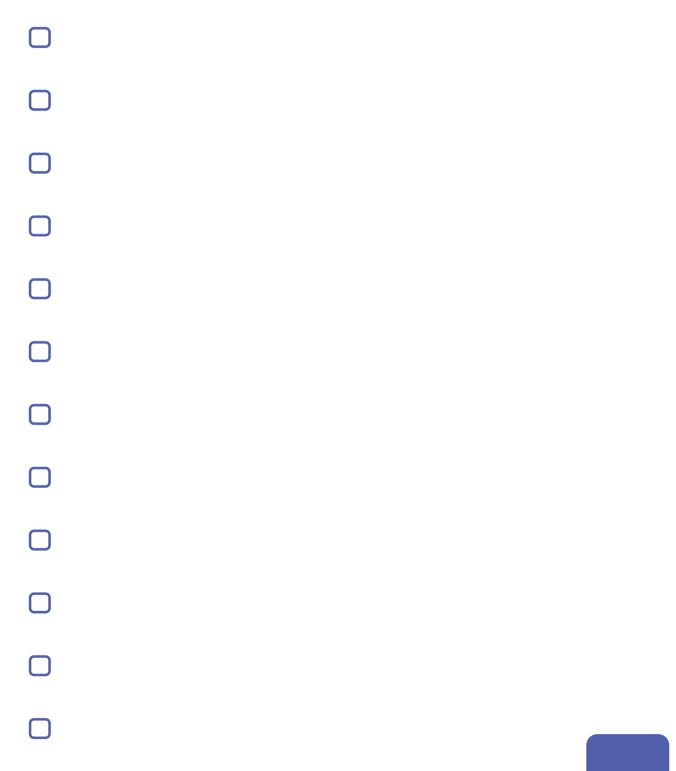


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### MAP OUT A SHORT TERM GOAL

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### MAP OUT A LONG TERM GOAL

**GETTING READY** 



# **VISION AND GOALS**

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### EXPLAIN THE POWER OF WHY

25

# WHAT PROBLEM ARE YOU SOLVING?

### WHAT'S YOUR GOAL?

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### 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.





## **YOUR CLIENTS**

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### QUALITIES YOU WANT IN A CLIENT

### Pick 5-10

<u>https://www.compatibilitycode.com/</u> <u>book-resources/personal-qualities-</u> <u>list/</u>

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

<u>https://www.compatibilitycode.com/</u> <u>book-resources/personal-qualities-</u> <u>list/</u>

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.

### 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?

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#### 3. What motivates them?

4. Where do they spend their time?





# **ALL ABOUT YOU**

36

### 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?

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### 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 YOOU STAND FOR?

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

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### 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?

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



### WHAT ARE YOUR CORE VALUES

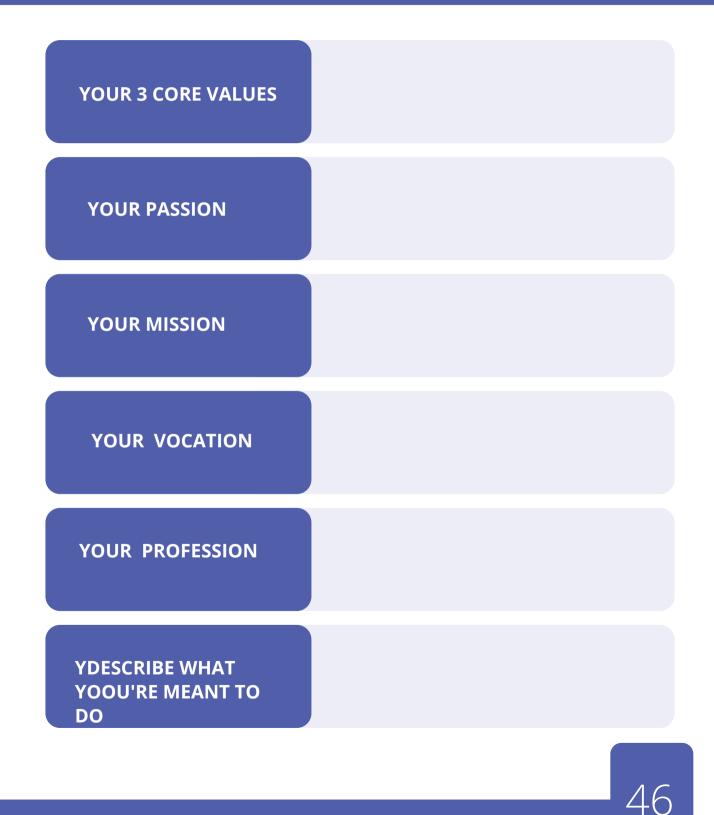
### Pick Top 12 Then Narrow Down To 3

### <u>https://contentsparks.com/16896/fre</u> <u>e-download-big-list-of-core-value-</u> <u>words/</u>

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### LET'S PUT IT TOGETHER







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