

*Segment Two* . . . . .

# **What's Important to You?**

**After studying this lesson, you will be able to:**

- Recognize and develop your values
- Explain the importance of identifying values
- Understand why values help you in career planning



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# Facilitator/Mentor Script

## Daily Lesson:

Today we are going to define and develop our values. Many of the values you have now are values you learned from your family, and they may change throughout your life. Knowing what is important to you will help you make decisions about your personal life and your career.

Your values keep you grounded when life's temptations try to lure you down the wrong path. For example, a tree has deep roots to remain grounded in severe weather. Your values are your roots to help you weather life's problems and pressures.

A lot of people share common values such as honesty, trust, family, and freedom; however, people also have different values as their interests, talents, and cultural backgrounds vary.

## Three Sets of Values:

Character Values are the universal values that you need to live as a good human being.

Personal Values are the things you want out of life.

Work Values are the things you want in a job. These values give you job satisfaction.

### Activities:

- Values Poster
- Tin Foil Animals
- Values Scenario Cards

## Written Activities: All Values, Value Character Values Checklist, and Personal Values Checklist

Now that we have learned about values, it is time for you to decide on your own values. Start by reading Segment Two with your mentor, and then complete the activities in your portfolio. You will circle the five character, personal, and work values that are most important to you. Next, you will explore your personal and character values in the Values Checklist exercises. These exercises will help you compare your personal values and your character values to see which is most important to you. For the Checklist exercises, you will look at each pair of values that are listed together. You circle one from EVERY pair on the page. Then, you count up how many times you circled each value.



# Activity

## Tin Foil Animals

**Objective:** By using symbolism, this activity can help participants understand their positive character traits and personal values.

**Procedure:** Each student receives one 12" x 12" piece of tin foil (pre-cut is best). Ask participants to use their imagination to create an animal out of the foil that best represents their character values.

For example, a student may choose to make an ant out of his/her foil. She/he chose this animal because, like an ant, they are hardworking, loyal, and courageous. Another example is a student may make a mouse because she/he values a strong family connection and is resourceful with things.

**Discussion:** After the activity, have students share their animals with the group. Ask why they chose their animal and what characteristics they have in common.

**Materials:** 12" x 12" pieces of tin foil. Download the handout at [www.winningfutures.org](http://www.winningfutures.org). Go to the Mentors Only page and locate Animal Symbolism. Remember to have your user ID and password.

**Time:** 15 minutes

# Activity

## Values Scenario Card

- Objective:** To put your values into action and see how your decisions match your values.
- Facilitation:** In today's session, you are going to be given a scenario and answer how you would truly react to that situation. Once you have discussed how you would deal with that scenario, talk about the values that play a role in it.
- Procedure:** Give each mentoring team a stack of Values Scenario Cards. Teams can get all of the same cards or different cards.
- One person will grab a card and read the question out loud.
- Each person will answer the question and then the mentor should lead a discussion about what value(s) is portrayed in that scenario.
- Continue with the next person taking a card.
- Continue the process until time runs out or until all cards are gone.
- Discussion:** Following the brainstorming session, each mentoring team will stand and share their value and definition to the entire group.
- Materials:** Print the Values Scenario Cards sheet and cut out each card. Depending on your time availability, give out anywhere from five to all 57 cards. Download the handout at [www.winningfutures.org](http://www.winningfutures.org). Go to the Mentors Only page and locate Values Scenario Cards. Remember to have your user ID and password.
- Time:** 5-45 minutes

*Segment Seven* • • • • •

# **Tapping Into Your Potential**

After studying this lesson, you will be able to:

- Recognize the importance of tapping into your potential
- Define focused thinking
- Understand the purpose of long-term planning
- Have the ability to write three- and five-year goals



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# Facilitator/Mentor Script

## Portfolio Review:

Starting with the mentor, each individual will share his/her short-term educational goal and how they accomplished their fourth step.

## Daily Lesson:

Have you ever wondered why some people are successful and others are not? It's their lack of ability to stay focused on what's important to them! Focused thinking does not always come easily; there are always going to be daily distractions that are going to get in the way of your goals. The better you are at focusing on your goals, the greater your chances are of achieving them. Focused thinking is a skill that is learned, something you must teach your mind to do. Many people fall short of tapping into their potential. They fail to be as happy and successful as they can be because they have not learned to focus on what's really important; they let distractions keep them from being all they can be.

### Activities:

- Focused Thinking – Tapping into your Potential

## Facilitator/Mentor Script:

It is easy to want something to happen, but if you do not set a goal and work toward that goal in a conscious, dedicated manner, you will never achieve it.

People who set goals, commit their goals to writing, and work their plans are more likely to accomplish whatever they set out to do. Today you will learn the Winning Futures five-step goal setting process of Vision, Goal, Plan, Commitment, and Success and how you can commit your goals to writing! This goal-setting process was designed by a successful multi-million dollar Michigan entrepreneur who at one point in his life was a struggling high school student. He credits much of his success to goal setting!

Let's take a look at a Goal Evaluator. (Go to overhead – download the handout at [www.winningfutures.org](http://www.winningfutures.org). Go to the Mentors Only page and locate the Goal Evaluator.)

It is called an evaluator because you are going to look at your goal and assess it. Why? It's important to be smart about your goals, after all, your goals are important to you and will help you down the road to success. It makes sense to take a realistic look at what you want to achieve before you invest a lot of time into it! After evaluating your goal, you may find it unrealistic. You may find that you need to set another goal before you can attain the one you originally set. Evaluating your goals is also a great way to build enthusiasm toward your goal, which in turn helps you to create the focus, energy, and drive to keep you working toward your goal. Each step in this process plays a significant role in goal achievement.

## Step 1 – Vision:

Think about the future and paint a clear mental picture of what you want and what you would be doing (read sample on overhead). Visualizing yourself in the future can help guide you to set goals that will play a part in making your vision come true. When you create a vision for your wants, it makes it easier for you to turn your visions into goals.

## Step 2 – Goal:

From your vision, extract or pull out a goal that will help you make your vision a reality (read sample on overhead). State your goal in a positive statement. Make your goal as detailed and specific as possible. The more details you give, the more likely you are to get excited about

your goal and stay focused on it! Include exactly why you want this goal. The “why” provides motivation.

Part of the goal-setting process must include weighing the benefits and sacrifices. You may discover after evaluating your goal that you are not willing to make certain sacrifices. For example, why do you want to achieve this goal and what price are you willing to pay (not necessarily money)? Can you make the necessary sacrifices of time, pleasures, or even change of attitude to reach your goal? (Read sample on overhead.)

### **Step 3 – Plan:**

Goals by themselves are not enough; in fact, a goal without a plan on how you intend to reach the goal is little more than a vision. Next, you must develop a detailed plan of action. An action plan is a way to make sure your goal is concrete. An action plan consists of a number of action steps that will help you to attain your goal. These action steps can be viewed as short-term goals that will help take you to your long-term goals.

With any goal you can expect obstacles that might try to prevent you from working your plan. Sometimes, obstacles are what can make or break you from staying committed to your goals. Anticipating obstacles is one way that will help prevent them from disrupting your progress toward your goals. Listing potential obstacles may uncover additional mini-goals you need to add to your action plan. When figuring out steps to overcome obstacles, you should also consider who can help you. Think about your support team and who has the knowledge or the willingness to help you. Work your obstacles into your action plan. Each step should include a completion time. By having a completion date for each step, you will be able to measure your success as you work toward your goal. Placing a time frame on your steps also helps to manage your goal so you can reach your ultimate accomplishment date.

### **Step 4 – Commitment:**

Once you have an action plan set, it is now time to take a realistic look at your plan and make sure your plan is feasible. If it is not, go back and re-work it. If it is ready, now is the time to make a personal commitment to yourself to accomplish your goal!

### **Step 5 – Success:**

Once you have a specific, realistic, attainable plan, it is now time to place an accomplishment date on your goal. This must be a realistic date that not only motivates you into action, but also ensures progress toward your goal. This time frame will help keep you on track. If you follow all of the steps in this process, and your plan is realistic, you will achieve your goal by the deadline and attain your personal success!

### **Written Activity: Three- and Five-Year Goals**

You will now begin to write three- and five-year goals in your portfolio. Your mentor will guide you in finding goals that will work together. Read all the pages that are in Segment 7 and complete your three- and five-year goal evaluators.

### **Mentor Notes:**

Download the SMART Goals handout and Three and Five-Year Goal Guide at [www.winningfutures.org](http://www.winningfutures.org), Mentors Only. This is a great week to send a letter with encouragement and praise.

# Activity

## Focused Thinking

**Objective:** To demonstrate how you can use focus thinking to tap into your potential to help you achieve your goals.

**Procedure:** This exercise demonstrates and reinforces the importance of focused thinking and how to tap into untapped potential. It works best if you have one person lead the class and facilitate the activity like a hypnotist would when hypnotizing people. In a one-on-one mentoring match, the mentor can facilitate this directly with the mentee.

**Facilitation:** You have abilities and power that you are not even aware of. This exercise will help to reveal just how powerful your mind is. “If you believe it...you can achieve it!”

- Tie a paper clip to a piece of yarn approximately 10 inches long.
- Hold the top of the string between your thumb and index finger and let the paper clip dangle over the black dot in the circle. Steady your hand over the circle.
- Using the power of your mind, think about the paper clip moving back and forth across the horizontal line. Use self-talk, telling yourself “left and right” while moving your eyes back and forth. (Note: Repeat “left and right” a number of times until you see the paper clips begin to move. Next move onto the next facilitation line.)
- Now, steady your paper clip back to the center of the circle.
- Take the challenge of visualizing your paper clip moving up and down along the vertical line. Again, let the power of your mind work for you.
- Once you have mastered this, steady your paper clip one more time. This time let your mind move the paper clip around the outer edge of the circle.

This exercise demonstrates how you can use focused thinking to tap into your potential to help you achieve your goals. Your body will follow where your mind leads it. Keep in mind that it can have the reverse effect if you are dwelling on the negative.

**Supplies:** 10-inch long string, paper clip, page in workbook from Segment 7

**Time:** 5-10 minutes