



RoundTables™ to help you reach beyond transactional conversations.

Real Connection

WELCOME!

The world needs leaders right now. And you are one.

Welcome to the Global Priority Solutions (GPS) RoundTable™ Methodology. During this time in history, the GPS leadership team is privileged to gift you with this discussion material to foster connection, promote awareness, encourage personal growth and most importantly, bring hope. We specifically chose these 6 values for this pivotal time in history. This is not the time to bury ourselves in distractions or become consumed by fear. We need to be intentional about what deserves our attention. Now more than ever, we need to remember the importance of valuing relationships and cultivating hope.

Transformation begins with me. Each one of us plays an important role in the development of ourselves, our families and our communities. When difficulties arise, doing the right thing, making the tough call, and shining the light of hope and possibility are what create strong leaders and plant the seeds of promise for a better future.

Our earnest desire is that you will use this material to communicate and connect with family, friends and business associates at a heart level that both reveals and brings out the best in each member of the group. The RoundTables™ are a proven methodology of two-way communication where people are transparent, self-revelation is experienced and people grow closer as they grow together. They can be done in person or virtually through your phone or webcam. As a team, we have been a part of many amazing and beautiful virtual RoundTables™ and challenge you to use this time where we are keeping our physical distance to connect at a deeper level.

It is time to extend compassion, lead by example, walk in wisdom, doubt our fears and believe in our faith. There is a difference only you can make.

We are in this together.

The GPS Team

Jerry Anderson, Mike Poulin, Bernie Torrence, Carol Yoder and Dawn Yoder

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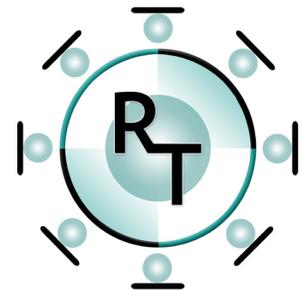
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THE ROUNDTABLE METHODOLOGY[©]

The approach of the **RoundTable™** is very simple but highly effective. Every person understands the value of two-way communication. However, the most common form of training used is one-way communication where one person talks and everyone else listens. This may be a good way to convey information, but it is not effective for transformation.

RoundTables employ two-way communication in a structured environment. Ideas are not taught; they are facilitated. During a **RoundTable**, a designated person leads, but all participants share from their own experience. As a result, everyone grows together. **RoundTables** are effective because:

- They are conducted in a small group setting consisting of four to ten people.
- They usually take between thirty (four people) and sixty (ten people) minutes.
- They give every participant a “voice” and the opportunity for a win.
- They are designed to emphasize and promote personal growth.



THE 45+ VALUES

Module 1

1. Attitude
2. Hard Work
3. Honesty
4. Listening
5. Goals
6. Saving
7. Responsibility
8. Patience
9. Generosity
10. Resolving Conflict

Module 2

1. Understanding People
2. Facts
3. Dependability
4. Boundaries
5. Forgiveness
6. Debt
7. Common Sense
8. Ambition
9. Confrontation
10. Restraint

Module 3

1. Inspiration
2. Motives
3. Developing People
4. Pressure
5. Direction
6. Ownership
7. Transparency
8. Criticism
9. Emotions
10. Right Thinking

Module 4

1. Humility
2. Influence
3. Productivity
4. Resilience
5. Ethics
6. Judgment
7. Correction
8. Planning
9. Investing
10. Excellence

Module 5

1. Hope
2. Respect
3. Preparation
4. Self-Esteem
5. Creativity
6. Teamwork
7. Connection
8. Empathy

FIVE STEPS TO FACILITATING

1. Each person takes one minute to share the result of the action step from last week, starting with the facilitator and going around the circle.
2. Everyone takes turns reading aloud the paragraphs in that week's value. Start with the facilitator and go around the circle until every section has been read aloud. As the paragraphs are being read, everyone underlines the ideas that are most important to him or her.
3. Each person takes one minute to share one thing he or she underlined and why it is important. This starts with the facilitator and goes around the circle.
4. Everyone takes two to three minutes to write answers in the Evaluation and Action section.
5. Each person shares what he or she wrote in the Evaluation and Action section, starting with the facilitator and going around the circle.

COMPLETING THE EVALUATION BOX

- Evaluate how you are doing currently—today—with the value. Use a scale of 1 to 10 with 1 meaning terrible and 10 meaning perfect. Be honest with yourself and stay away from using a 5. To keep yourself honest, when evaluating yourself, consider what rating your spouse, children and co-workers might give you.
- Write why you have given yourself this rating.
- Write what benefit you would gain from raising your rating.
- Identify someone you know who demonstrates the value and describe what you admire about this person.
- Choose a small, achievable and measurable action you will take this week to live out the value. Ask yourself who, what, where and when to help you be specific in writing out the action.
- Read the value daily. As you do, check the corresponding box (M, T, W, T, F, S, S).

THE VALUE OF LISTENING

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?	I look at the TV while my spouse is speaking to me.									
What benefits will you obtain by raising your rating?	My spouse will feel more valued by me.									
Who do you know that demonstrates this value & why?	Steve. Whenever I go in his office, he sets everything aside and really pays attention.									
Write a specific action step you will take today to grow in this value.	Tonight, I will apologize to my spouse and listen to him/her for 10 minutes with no interruptions.									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

The Value of CONNECTION

Written by Dawn Yoder and Tanya Miller

What was your action step last week?

What were the results?

“Sometimes our light goes out, but is blown again into instant flame by an encounter with another human being.” – Albert Schweitzer

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

With the speed of technology and the temptation to keep our lives full of noise, it is more important than ever that we focus on forging emotional connections with those around us. There are a lot of things screaming for our time but we need to intentionally decide what deserves our attention. It is important to recognize our opportunity to comfort, encourage and create a sense of community with the people around us.

We are born wired for connection. We needed someone to care for us as an infant to survive. As we grew, we became more capable of taking care of our physical needs but our desire for human connection remains. Maslow’s Hierarchy of Needs is one of the most well-known theories of human happiness. It asserts that some of the most significant needs we have are love and a place of belonging. We need a place where we feel listened to, believed in and accepted.

Connection is more than what we say; it’s the attitude that we convey. It isn’t just being in the same room, saying hello or sharing the latest and greatest in our lives. It’s meeting people at a heart-to heart level with transparency and vulnerability. It’s thinking about what they need, listening and responding to them so that they feel safe to share their thoughts and feelings. John Maxwell said, “People need to feel valued. If you want to influence them, they need to be convinced that you want and believe more for them than they want or believe for themselves.”

Mental health studies continue to teach us that we need people and people need us. Emotional isolation can cause a host of negative outcomes including depression, distrust, anger, low self-

esteem, emotional conflict, substance abuse and suicidal thoughts. One landmark study (sciencemag.org) suggested that a lack of social connection is a greater detriment to health than obesity, smoking or high blood pressure. Brené Brown puts it like this: “A deep sense of love and belonging is an irresistible need of all people. We are biologically, cognitively, physically, and spiritually wired to love, to be loved, and to belong. When those needs are not met, we don’t function as we were meant to. We break. We fall apart. We numb. We ache. We hurt others. We get sick.”

Emotional connections help heal our minds, bodies and souls and enable us to live in happiness and hope. They can motivate us to grow and expand our horizons. Connecting opens our hearts to emotions like compassion and joy.

BENEFITS

If you are a person who connects well with others, you will experience these benefits:

1. You will have better relationships and experience less conflict. When you show others you care by listening to them and honestly sharing your thoughts, feelings and struggles, you will create a bond and a place for grace to live.
2. You will have a good support system. When you build relationships with others, you put trust in people you can turn to when you are going through difficult times or need advice.
3. You will be healthier. Staying connected strengthens your immune system and lowers your levels of anxiety and depression. Studies also show that it produces higher self-esteem, greater empathy and creates a positive feedback loop of overall well-being.
4. You will lower your stress levels. Shawn Achor, author of *The Happiness Advantage*, found that

“the people who survive stress the best are the ones who actually increase their social investments in the middle of stress, which is the opposite of what most of us do.”

5. “You will position yourself to make the most of your skills and talents” (John Maxwell, Everyone Communicates Few Connect). Connecting with others brings opportunity, spurs your ingenuity and creativity and encourages you to get more things done.

CHARACTERISTICS

1. These people are genuine and have the courage to be vulnerable and honest. They will take the risk to love others even when they don’t know what they’ll get in return.
2. These people treat others as they want to be treated. They think about how others feel and offer warm compassion instead of being judgmental. They are aware of their communication and delivery before they speak or act.
3. These people can be trusted. They keep confidences, guard private information and refuse to gossip or use information to get attention for themselves.
4. These people look for the best in others. They continually search for and call up the greatness in other people. Their ego takes a backseat to the other person’s potential.
5. These people initiate connection. They do not wait for moments of connection to come to them. They look for moments to connect and show that they care.
6. These people are secure within themselves. They are confident in who they are and understand how important other people are for them.

STEPS TO FOLLOW

1. **Be transparent and trustworthy.** Trust is vital when connecting with people. If you are not honest or dependable, people will be guarded around you. If there is someone you have let down in the past, ask for their forgiveness and make amends.
2. **Reach out to others.** Do not wait for someone to reach out to you. Make the call, write the note, do something to show that you care and want to connect. Choose someone today that you value and make a point to connect with them in a meaningful way.

3. **Ask questions.** When you connect with others, do not focus on yourself. Instead, put your focus on them. Prepare questions to ask them. Make it a point to find out how they are feeling and to understand their point of view. If they are going through a difficult time, acknowledge their struggle and ask how you could help them. Make sure you follow through with the help you have offered.

4. **Connect people who could help each other.** Think about the different people you know and how they might benefit from knowing one another. Make the introductions and see where it leads.

5. **Purposefully put your strengths to work to help others.** Make a list of your strengths and resources. Think about the people you have influence with and how you could use your strengths to add value to them.

6. **Be inclusive.** Strive to include others in conversations, causes, projects, and learning groups. Once they are there, set them up to shine. Look for ways to reach out to them, compliment them, give them credit and add value to them. Everyone wants to be a part of something great.

Remember... Thoughts become actions. Actions become habits. Habits become our destiny.

EVALUATION AND ACTION

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?										
What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
Write a specific action step you will take today to grow in this value.	<i>What? When? With Whom?</i>									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

Connection - Rev. 03/19/2020

The Value of LISTENING

Written by Dawn Yoder

“The most basic of all human needs is the need to understand and the need to be understood. The best way to understand people is to listen to them.” – Ralph Nichols

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

Listening goes beyond hearing. Listening is hearing to understand. Because we utilize this particular skill every day, we often take it for granted. Developing our listening abilities can have a tremendous impact on our lives. How well we listen can greatly influence our relationships and our ability to succeed.

Poor communication skills are often the cause when we fail in our personal and professional relationships. Listening is a key component of communication. When we misunderstand the people around us, it is often because we were not listening closely. This is as true when we are talking to a co-worker as when we are talking with our spouse. When we listen effectively, we improve our ability to connect with and understand the people that we interact with in our day-to-day lives.

The best kind of listening requires us to set aside internal and external distractions so that we can listen without judgment or interruption. In order to listen at this level, we have to be emotionally and mentally invested in the conversation. This means that we are fully engaged and fully present while the other person is talking. We must stop what we are doing, make eye contact, and pay attention to their words. It may sound easy, but most of us do not truly listen at this level on a regular basis.

What was your action step last week?

What were the results?

By becoming better listeners, we can greatly improve our effectiveness in our personal and professional relationships. We can also increase our ability to influence, persuade, and negotiate. We can be more effective with customers. We can collaborate more effectively with team members. We can deepen our family relationships. In every single situation and circumstance, we can benefit from listening to others.

Not only does listening affect our success and achievement, but it also affects our ability to grow. We learn because we listen. We grow because we learn. Good listeners are always seeking to learn from the people around them. They understand that they can learn something from every person they meet. If we value people and seek to understand them, we can absorb their wisdom and experience. Wisdom is earned through the continuous time and energy that we invest in listening, learning, observing, and understanding.

BENEFITS

If you practice the value of Listening, you will experience these benefits:

1. You will establish mutual respect with the people in your life. When you value what others say, you demonstrate that you value them and their point of view. This will create shared loyalty and trust.
2. You will develop conflict resolution skills. Even the most volatile people or

situations can often be diffused when they have the opportunity to be heard.

3. You will learn and grow as you seek out and listen to the valuable knowledge and experience of other people.
4. You will gain favor and influence with people because they know you care about what they have to say and how they feel.
5. You will create a positive environment by avoiding conflict and misunderstandings.

CHARACTERISTICS

1. These people are disciplined listeners. They consciously choose to speak less and listen more.
2. These people are eager to learn. They continually look for the opportunity to grow in every situation and in every conversation.
3. These people seek the truth. They are not satisfied with superficial information, so they ask questions to get clarity and a deeper understanding of conflicts or situations.
4. These people mediate between opposing viewpoints. They are more concerned with what is right than with who is right.
5. These people develop close relationships at home and at work. They make others feel valued and important by listening deeply to their needs and desires.

STEPS TO FOLLOW

1. **Listen with an open mind.** Be prepared to hear and consider all sides of an issue.
2. **Stop what you are doing, make eye contact, and fully engage.** Give the other person your undivided attention. Set aside email, phone calls, and other potential distractions.
3. **Listen objectively.** When you approach the conversation with a non-judgmental

attitude, you create the trust that is necessary to establish open and honest communication.

4. **Ask questions.** Make sure that you really understand the meaning behind what the other person is saying. Avoid misunderstandings by asking follow-up questions. Paraphrase or summarize the other person's thoughts to show that you are listening and to make sure that you truly understand their perspective.
5. **Avoid the temptation to think about what you are going to say next.** Instead, pay attention to everything the person is saying before you formulate your response.

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EVALUATION AND ACTION

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?										
What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
Write a specific action step you will take today to grow in this value.	What? When? With Whom?									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

The Value of RESTRAINT

Written by Dawn Yoder

*“A quick response can ruin everything.”
- Paraphrased from King Solomon*

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

The value of Restraint means to hold back our words, take time to think before we speak and consider how to best deliver what we have to say. It is impossible to retract words once they are spoken, but it is possible to stop the words before we allow them to come out of our mouths. Restraint is key to any successful relationship, both personal and professional. The wrong words at the wrong time can burn bridges that are impossible to repair. Conversely, the right words at the right time can breathe life and energy into a person like nothing else. Benjamin Franklin once said, “Remember not only to say the right thing in the right place, but far more difficult still, to leave unsaid the wrong thing at the tempting moment.”

One of the biggest challenges regarding restraint is remembering we do not have to communicate everything that comes to our minds. How many times have we gotten ourselves into trouble by talking too much? Gossiping and spreading rumors create rifts that will separate us from our family members and friends. It will also detract from our credibility and cause others to not trust us. While it is good to be friendly and sociable, we must actively discipline our tongues when it comes to bragging, exaggerating or talking about others. Expressing our thoughts may come easily and quickly but may carry consequences that are painful and long-lasting.

A wound in the body can take months to heal, but wounds to our spirit can last a lifetime. Even the strongest, most confident person can

*What was
your action
step last
week?*

*What were
the results?*

be discouraged and demoralized by damaging words. Words have power that can bury dreams, demolish self-esteem and destroy potential. We often point out the faults and bad habits of people but fail to recognize their talents and potential. This may cause people to lose hope or withdraw from us. It can take years for people to recover and be healed from the hurtful things we say to them.

The words we say will forever be in the air - they will eventually come back to us. Complicating this further is the fact that what we say is just as important as how we say it. The tone, expression and attitude with which we convey our thoughts speaks volumes and has tremendous impact on the listener. Most of us think twice before striking someone but often do not think twice before striking out in anger with cruel, insulting and intimidating words.

Restraint is a discipline that is achieved through steady and conscientious practice. We have the ability to create good or bad situations by the power of our words. So be careful with your tongue: your future depends on it.

BENEFITS

If you practice the value of Restraint, you will experience these benefits:

1. You will eliminate the regret that comes after saying something hurtful or inappropriate.
2. You will gain the trust of others and they will be open to your opinions because you have established credibility by avoiding idle and destructive talk.

- You will gain insight into people and situations and become a better analyzer. When people trust that you will have a reasonable response, they will be more likely to be transparent with you.
- You will become a better communicator. You will use insights you have gained by listening to form better answers and to speak in a manner that others can easily understand.
- You will experience more peace and productivity in your exchanges with others. Your energy will be directed towards finding solutions rather than arguing.

CHARACTERISTICS

- These people are consistent and keep their integrity intact. They have a unity of thought, word and action. They realize that others will interpret what their convictions and principles are by what they say and how they say it.
- These people think before they speak. They do not have outbursts or talk over others. They recognize that their words are an expression of who they are, so they choose them carefully.
- These people look for opportunities to lift others up and encourage them.
- These people maintain an attitude that is geared to bring help and healing to others rather than an attitude that is condescending, dismissive or aggressive.
- These people do not allow circumstances or emotions to determine their response.

STEPS TO FOLLOW

- Consistently take a moment to think before you speak.** Your words have power. Use your power wisely.
- Recognize the power of the right words at the right time.** Congratulate others and encourage them. On many occasions, this could transform lives and circumstances and change destinies.
- Write down what you want to say.** When in a conflict with someone else, this is a good way to ensure that you take the best approach to resolve the issue. When you write down what you want to say, you give

yourself the opportunity to evaluate, correct and polish your words. This will help you speak in a way that the other person will hear, keep your thoughts straight, and prevent you from giving responses based on emotion in the heat of the moment.

- Work on staying calm.** When you feel negative emotion start to well up, take a deep breath and give yourself a few seconds before you respond. If you still feel the urge to speak in haste, ask a clarifying question instead and listen to understand rather than respond.
- Avoid gossiping and spreading rumors.** When you hear gossip or rumors from others, make an effort to change the subject or disengage from the conversation. Promise yourself that you will not gossip or share rumors you hear.

Remember... Thoughts become actions. Actions become habits. Habits become our destiny.

EVALUATION AND ACTION

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?										
What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
Write a specific action step you will take today to grow in this value.	<div style="text-align: right;"> <i>What?</i> <i>When?</i> <i>With Whom?</i> </div>									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

Restraint - Rev. 01/23/17

The Value of SELF-ESTEEM

Written by Dawn Yoder

“The most important opinion you have is the one you have of yourself, and the most significant things you say all day are the things you say to yourself.” - Author Unknown

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

Self-esteem is made up of the thoughts and feelings we have about ourselves. It answers the question, “How do I feel about who I am?” It affects our behavior and performance more than anything else. We can never become more than what we believe about ourselves. When we lack belief in ourselves, we limit our possibilities regardless of the ideas or opportunities we have. Our self-perception fluctuates with our internal conversations. We always have the choice to view ourselves in a healthy or unhealthy way.

Healthy self-esteem is when we are able to assess ourselves accurately. We recognize our strengths and weaknesses. We are secure enough to acknowledge that we need other people and are quick to give credit to others. We do not fixate on our flaws or perceived lack of ability or resource. Instead, we allow ourselves to celebrate our victories, forgive our mistakes and develop the things we are naturally good at.

We may be tempted to think that we can have too much self-esteem, but that is rarely the case. Bragging or belittling others is not a sign of healthy self-esteem, just as speaking of ourselves negatively is not a mark of humility. More than likely, this is an indication that we feel inadequate. We may be afraid or struggling to appreciate what is good about ourselves.

When our self-esteem is unhealthy, we are in a state of constant self-evaluation. This leads us to conclude we are insignificant and unqualified to do anything of value. We feel like we do not deserve credit even for the things we did well. We may spend

What was
your action
step last
week?

What were
the results?

a lot of time criticizing ourselves and focusing on what we lack. We also may tend to undervalue our opinions, ideas, skills and assets. We believe that others are much more capable or successful and have difficulty accepting positive feedback.

Every person has value. Many of us share similar interests and talents, but each of us is an original; not one of us is exactly the same. Because of that, we all have the potential to bring something unique to our environment. When we have healthy self-esteem and we see the value that is in us, we can contribute what we have and make a difference for others.

BENEFITS

If you practice the Value of Self-Esteem, you will experience these benefits:

1. You will feel happy and secure within yourself. This will help you move beyond self-limiting beliefs and grow toward your potential.
2. You will develop healthy relationships. You will not be defensive or petty. You will be able to set boundaries and work through difficulties when you have a problem with someone.
3. You will develop a healthy confidence. Whether you are working on a project or preparing for a presentation, you will believe in yourself enough to give it your all.
4. You will experience more success. When you are faced with challenges, you will not back away from them. You will see them as opportunities to find solutions and overcome obstacles.
5. You will be ambitious. Research shows that people with a healthy self-esteem are more ambitious than people who have low self-esteem because they believe in themselves enough to try.

CHARACTERISTICS

1. These people feel confident in their abilities and decisions. They know their strengths and make an effort to capitalize on them. They take responsibility for their decisions and do not allow themselves to be controlled by others.
2. These people are open to receiving feedback and learning. This helps them make corrections and continually improve.
3. These people have realistic expectations for themselves and others. They do not expect anyone to be perfect and do not judge themselves or other people too harshly.
4. These people are not easily offended. They are not overly sensitive to remarks made by others and do not assume that every negative comment or expression is directed towards them.
5. These people are authentic. They do not change who they are in order to impress others or try to fit in.
6. These people do not find their worth in other's opinions of them. When they hear something negative, they think it through objectively. If it is valid, they make a change. If it is not valid, they let it go and do not worry about it.

STEPS TO FOLLOW

1. **Be your own best friend.** There is a constant conversation running in your head. You alone control what is said. Talk to yourself like you would your best friend. Encourage instead of criticize. Build up rather than tear down. A positive internal conversation will change your attitude and your life.
2. **Accept compliments.** Receive people's praise and be encouraged by their kind words. Do not dismiss compliments based on how you feel about yourself at the moment. Look for the opportunity to give compliments, too. When you look for the good in yourself and others, you will find it.
3. **Be the "best you" you can be.** Do not compare yourself to others or marginalize your worth. Choose one thing you can do this week to improve and grow to your potential.
4. **Focus on what you can affect.** If you are unhappy with something about yourself that you can change, start today. If it's something

you can't change, do not allow yourself to dwell on it. Obsessing about things you cannot do anything about is a waste of energy and will have a negative impact on your self-esteem.

5. **Do something for somebody else.** Commit to doing one thing for someone else this week. When you help others and see how you can make a difference, it makes you feel positive about who you are and what you can contribute.
6. **Learn from your mistakes and move on.** Making mistakes is part of the growing process. Instead of thinking, "I can't do anything right," concentrate on what you have learned and how you can use that to develop as a person. Do not stay in the moment of your mistake. Forgive yourself, learn and move forward.

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EVALUATION AND ACTION

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What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
Write a specific action step you will take today to grow in this value.	<div style="text-align: right;"> <p>What? When? With Whom?</p> </div>									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

Self-Esteem - Rev. 01/23/17

The Value of FORGIVENESS

Written by Dawn Yoder

“To forgive is to set a person free and discover that the prisoner was you.” – Lewis B. Smedes

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

Nearly everyone has been hurt by the actions of someone else. Many of us, for example, have experienced the criticism, betrayal or vengeful actions of a friend, family member, or co-worker. It is tempting to hold on to our feelings of anger, pain and bitterness as a means of protecting ourselves. We may even want to punish the person that has offended us. While these feelings may start out small, if we don't deal with them, they can grow bigger and more powerful. Ultimately, if we allow our negative feelings to crowd out our positive feelings, we can find ourselves consumed by our sense of injustice.

Those wounds can make us prisoners of the past. Although our bitterness may hurt the other person, the person that really suffers is the one that is holding on to the pain. If we use our energy to be angry, we cannot use that energy to reach our potential and make the most of our future. When we forgive, however, we allow ourselves to heal and experience peace and happiness.

Forgiveness requires one thing: a decision to let go of a past hurt. It is important to recognize that we can choose to excuse the person without excusing his or her actions. Forgiveness does not mean denying the person's responsibility in the situation, and

it doesn't minimize the wrong that was committed. The act that hurt us may always be a part of our lives, but forgiveness can lessen its grip on us. When we forgive, we stop dwelling on the memories of the past. It is impossible to live in the past and simultaneously take advantage of the opportunities of the present or plan ahead for the future.

Just as many of us need to forgive someone else, we may also need to ask for forgiveness. We have all hurt someone else in our lives, just as we have all been hurt by someone else. We can be bound to the past by our guilt and unresolved issues. By choosing to ask for forgiveness with a genuine and remorseful heart, we can forgive ourselves no matter how the other person reacts. We must realize that it is impossible to control anyone other than ourselves. When we forgive or ask for forgiveness, we do so because it is the right thing to do.

BENEFITS

If you practice the value of Forgiveness, you will experience these benefits:

1. You will improve your psychological well-being.
2. You will feel a sense of peace as you let go of old pain and anger.
3. You will have healthier relationships as you accept yourself and others.

What was your action step last week?

What were the results?

4. You will be able to focus on improving yourself and your future when you are no longer focused on the past.
5. You will be better at managing your temper.
6. You will reduce the overall stress in your life, which will give you improved health benefits. You will be at a lower risk for depression, anxiety and substance abuse.

CHARACTERISTICS

1. These people let go of grudges and bitterness. As a result, they release the pain and power of the past.
2. These people understand that forgiveness is based on a rational decision rather than their emotions.
3. These people choose to focus on the future instead of hurtful memories of the past.
4. These people take responsibility for their own actions and ask for forgiveness when it is necessary.
5. These people make an effort to understand and accept themselves and other people.

STEPS TO FOLLOW

1. **Set aside your pride.** Do not allow your pride to keep you from the freedom of forgiveness.
2. **Try to understand the situation from the other person's perspective.** We are sometimes hurt by someone else's actions even though their intent was good. Try to understand their view of the situation.
3. **Ask for forgiveness.** If you are at fault for an unresolved issue in your life, go to the other person and ask for their forgiveness. Whether they forgive you or not, forgive yourself. You can let the

situation go once you have attempted to make it right.

4. **Choose to forgive for your benefit.** It may be hard to forgive the person that hurt you, but you are hurting yourself by holding on. Let it go.
5. **Realize that you may have to forgive the same offense multiple times.** Depending on the severity of the pain, you may have to make the choice to forgive yourself or others several times before you are truly at peace.
6. **Seek counseling.** You may need outside help if the harm that was inflicted on you is more than you know how to handle. Don't be afraid to reach out for help.

Remember... Thoughts become actions. Actions become habits. Habits become our destiny.

EVALUATION AND ACTION

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?										
What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
Write a specific action step you will take today to grow in this value.	<i>What? When? With Whom?</i>									
Checklist for the daily reading of this value	M	T	W	T	F	S	S			

Forgiveness - Rev. 03/09/16

The Value of HOPE

Written by Dawn Yoder

“Where there is no hope in the future, there is no power in the present.” – Dr. John C. Maxwell

Directions: Take turns reading the paragraphs below. As you read, underline the ideas that capture your attention.

Hope is basically what causes us to think, ‘we can get through this and we can do greater things.’ It keeps us going during the most difficult times of life and is one of the most amazing gifts we can give to others. It has the power to transform what we believe and expect. “Hope sees the invisible, feels the intangible and achieves the impossible” (Helen Keller). It enables us to see possibility in our problems and gives us confidence that we can create change and improve our quality of life. Hope gives us a reason to live. The only thing left to do when a person’s hope is gone is to bury them. It is the one thing we cannot do without.

Hope is a major difference maker in our lives. It fuels our imagination, increases the momentum of team work and encourages people to take calculated risks with a confident expectation of receiving a reward. Hope changes how we see ourselves, how we view others and how we approach our circumstances. It has the power to alter what we value and directly affects what we do with our talents, time and resources. Our situations can be exactly the same, but we can feel completely different about them when one little thing happens – when we have hope. Hope is the tipping point between impossible and possible. When you remove the word impossible from your thinking, you automatically raise your potential for achieving.

*What was
your action
step last
week?*

*What were
the results?*

Having hope means we are focusing on what we can do instead of fixating on what we cannot do. In order to have hope, we must take control of our attitude and discipline ourselves to stay positive when everything inside of us screams defeat. When we are facing a crisis, this is an active effort. We must remove our blinders of fear, insecurity and disappointment and realize that, regardless of circumstances, today matters. We have the opportunity to do something different today than what we did yesterday. That something can be the thing that changes our future. Too often, when challenges arise, we get caught up in what is blocking us from reaching our goals instead of using our creativity to inspire ourselves and others to discover solutions.

BENEFITS

If you practice the value of Hope, you will experience these benefits:

1. You will draw opportunities and people to you. When you have hope and share it with others, you are likely to be entrusted with their ideas and dreams. They know you will look for every possibility to encourage them and help make those ideas and dreams a reality.
2. You will grow in creativity. Having hope will give you the courage and belief to explore possibilities and develop new, more efficient methods.
3. You will overcome obstacles. This will allow you to lead yourself and others to success.

- You will be inspired to broaden your horizons and dream bigger dreams. When you dream big, you will not only give yourself the potential to accomplish more, but you will also be able to assist others to journey to places they never thought they could go.
- You will have a reason to face every day with enthusiasm and excitement. Hope will give you energy when you are tired. It is like getting a shot of adrenaline.

CHARACTERISTICS

- These people have a positive attitude. They see and believe in things before they happen.
- These people do not operate out of fear. They see the possibilities in every situation and believe that with creativity, perseverance and collaboration, success can and will occur.
- These people do not allow frustration to consume them. When they become frustrated, they look for inspiration from others and use it to lift their hope and fuel forward progression.
- These people focus on their potential and keep trying. They do not allow their shortcomings or past failures to dictate their future. Instead, they use their failures as learning opportunities to help them develop their potential.
- These people believe in solutions and engage all possible avenues to find them. They continue to reach for answers long after others have given up and stopped asking questions.

STEPS TO FOLLOW

- Choose to be positive and eliminate negative self-talk in your head.** It is important to be aware of what you believe about yourself. Negative statements that continuously run through your mind have a great impact on how you feel and think. These negative thoughts will eventually extinguish hope. Intentionally discipline yourself to cut them off and re-focus your thinking.
- Put your focus on what could go right.** Stop obsessing over what could go wrong.

By putting your energy into what could go right, you are fueling your creativity and getting closer to solutions.

- Find others who have hope and spend time with them.** Their hope is contagious! Search for the good things other people are doing and apply them to what you are doing. Ask them questions and adapt to their attitudes.
- Make and take time to reflect.** Recall successes, obstacles you have overcome and the path you have already travelled. Often, remembering what you have already accomplished can give you the courage and belief needed to continue.
- Help others change their way of thinking.** Take the time to offer them a broader perspective and explain possibility. Expose yourself to inspirational stories and share them with others.

Remember... Thoughts become actions. Actions become habits. Habits become our destiny.

EVALUATION AND ACTION

Evaluate yourself from 1 to 10.	1	2	3	4	5	6	7	8	9	10
Why did you give yourself this rating?										
What benefits will you obtain by raising your rating?										
Who do you know that demonstrates this value & why?										
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Checklist for the daily reading of this value	M	T	W	T	F	S	S			

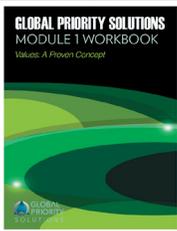
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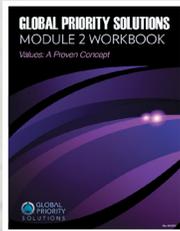
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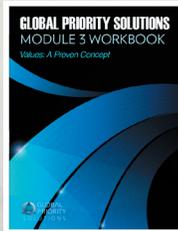
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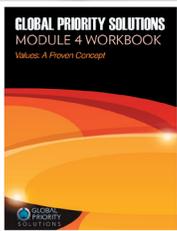
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- Hard Work
- Honesty
- Listening
- Goals
- Saving
- Responsibility
- Patience
- Generosity
- Resolving Conflict



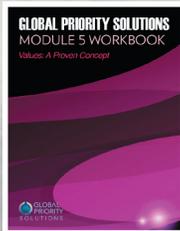
- Understanding People
- Facts
- Dependability
- Boundaries
- Forgiveness
- Debt
- Common Sense
- Ambition
- Confrontation
- Restraint



- Inspiration
- Motives
- Developing People
- Pressure
- Direction
- Ownership
- Transparency
- Criticism
- Emotions
- Right Thinking



- Humility
- Influence
- Productivity
- Resilience
- Ethics
- Judgment
- Correction
- Planning
- Investing
- Excellence



- Hope
- Respect
- Preparation
- Self-Esteem
- Creativity
- Teamwork
- Real Connection
- Empathy

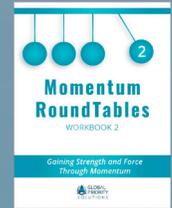
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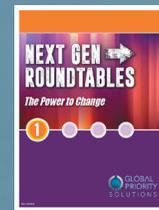
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- Facts
- Planning
- Creativity
- Productivity
- Resilience



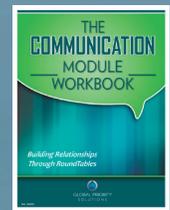
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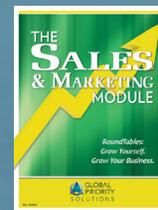
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- Transparency
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- Confrontation
- Respect



- Ethics
- Responsibility
- Honesty
- Motives
- Judgment
- Transparency



- Attitude
- Understanding People
- Preparation
- Goals
- Direction
- Ambition



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