

For help on exactly how to use the Microsoft Word, PDF and Google Docs version of your Workbooks, please visit: (all lower case) www.harounventures.com/workbook-help

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PG-1-1-1-1 Means PG **SEMESTER 1 **CLASS 1** **TOPIC 1** EXERCISE 1

WORKBOOK FOR PERSONAL GROWTH SEMESTER #1 & CLASS #1 (ALSO CALLED PG-1-1***)

3 TOPICS COVERED IN THIS LESSON: (Brief Recaps in Brackets. Click the text to jump to the page in this workbook where we cover the Topics).

- 1** [PG-1-1-1 HOW CAN WE ACCOMPLISH MUCH MORE EVERY DAY IN OUR CAREERS?](#) (By scheduling our daily accomplishments using one of the document templates that Chris discusses in this lesson.)
- 2** [PG-1-1-2: WHAT ARE 3 SIMPLE WORDS TO SAY TO BOOST OUR CONFIDENCE IN BUSINESS?](#) (Watch the lecture to find out. Hint: “When you truly reach a level in your career/life where you don’t give a darn what people think of you, then you have reached a @#%*!% AWESOME level of freedom and happiness.”)
- 3** [PG-1-1-3: BREAKING NEWS!!!!](#) (I won’t ruin the surprise ;)

Please have this workbook open during the Orientation lecture and fill in the blanks or answer the questions in this workbook when Chris asks you to do so during the live lesson (or during the replay of the live lesson). The homework for all lessons is always listed on the last page.

TOPIC 1 OF 3: PG-1-1-1 How Can We Accomplish Much More Every Day in Our Careers?

Optional: Type your notes for Topic #1 in this box:

Optional: How can you apply what you have learned about Topic #1 today to enhance your career (or to make you happier and more successful in general)?

EXERCISE PG-1-1-1-1: How Can We Accomplish Much More Every Day?

Question 1) Complete the boxes to complete this sentence:

“Failing to...

...is planning to...

Question 2) Complete the box to complete this sentence:

“If you want something to get done, then give it to a ...

person.... meaning you! :)

Question 3) Complete the box to complete this sentence:

“The likelihood that we will achieve our goals increases significantly if we not only document our goals, but we also set a...

Workbook for Orientation (First Class)

Introducing the “Daily Personal Growth Dashboard” (Chris will show you how to download this during the lesson you are currently watching, meaning PG-1-1):

Click on the yellow shaded boxes and start typing. For more details on how to use this, or to download it in other formats, go to harounventures.com/pg-1-1-1 (lower case) & use this password on the webpage: first-class (lower case).

DAILY PERSONAL GROWTH DASHBOARD

DAY #: DATE:

My Most Important **Goal** is , which will be accomplished by .

5 H.E.V. MBA Courses	MBA Classes Attending this Week	3 Personal/Other Goals
(Did you finish the most recent class quiz(es) and/or other assignments?):	(Insert class days and times. Include on demand replays if you missed a class):	(Insert MM/YY Deadline in Brackets):
*EMS: Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>	1: <input style="width: 100%; height: 20px;" type="text"/>
*FA: Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>	2: <input style="width: 100%; height: 20px;" type="text"/>
*SMC: Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>	<input style="width: 100%; height: 20px;" type="text"/>	3: <input style="width: 100%; height: 20px;" type="text"/>
*PG: Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>	What % of the MBA Degree Program have you completed so far? <input style="width: 40px;" type="text"/> %	
*E: Yes: <input type="checkbox"/> No: <input type="checkbox"/> N/A: <input type="checkbox"/>	(Chris will provide the % at the start and end of EVERY class):	

TODAY'S ACCOMPLISHMENTS WILL BE THE FOLLOWING:

(Please also include time for exercise/nutrition, family/friends, mentoring/giving, spiritual (optional) and you time.)

5:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	5:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
6:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	6:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
7:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	7:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
8:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	8:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
9:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	9:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
10:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	10:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
11:00 AM: <input style="width: 100%; height: 20px;" type="text"/>	11:30 AM: <input style="width: 100%; height: 20px;" type="text"/>
12:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	12:30 PM: <input style="width: 100%; height: 20px;" type="text"/>
1:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	1:30 PM: <input style="width: 100%; height: 20px;" type="text"/>
2:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	2:30 PM: <input style="width: 100%; height: 20px;" type="text"/>
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6:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	6:30 PM: <input style="width: 100%; height: 20px;" type="text"/>
7:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	7:30 PM: <input style="width: 100%; height: 20px;" type="text"/>
8:00 PM: <input style="width: 100%; height: 20px;" type="text"/>	8:30 PM: <input style="width: 100%; height: 20px;" type="text"/>

Schedule tomorrow and **score** today :)

DID YOU MAKE TIME FOR: FAMILY: ❤️ EXERCISE & NUTRITION: ❤️ 7+ HOURS OF SLEEP: ❤️ YOU:

TODAY'S ACCOMPLISHMENT SCORE OUT OF 100% IS:

*EMS=Economics, Management & Strategy. FA=Finance & Accounting. SMC=Sales, Marketing & Communication. PG=Personal Growth. E=Entrepreneurship.

EXERCISE PG-1-1-1-2: Your Daily Personal Growth Dashboard

When Chris asks you to (or for homework), please download the “Daily Personal Growth Dashboard” document in any of the following 3 document formats at this web address:

harounventures.com/pg-1-1-1 (lower case).

The password for the web page is: first-class (lower case):

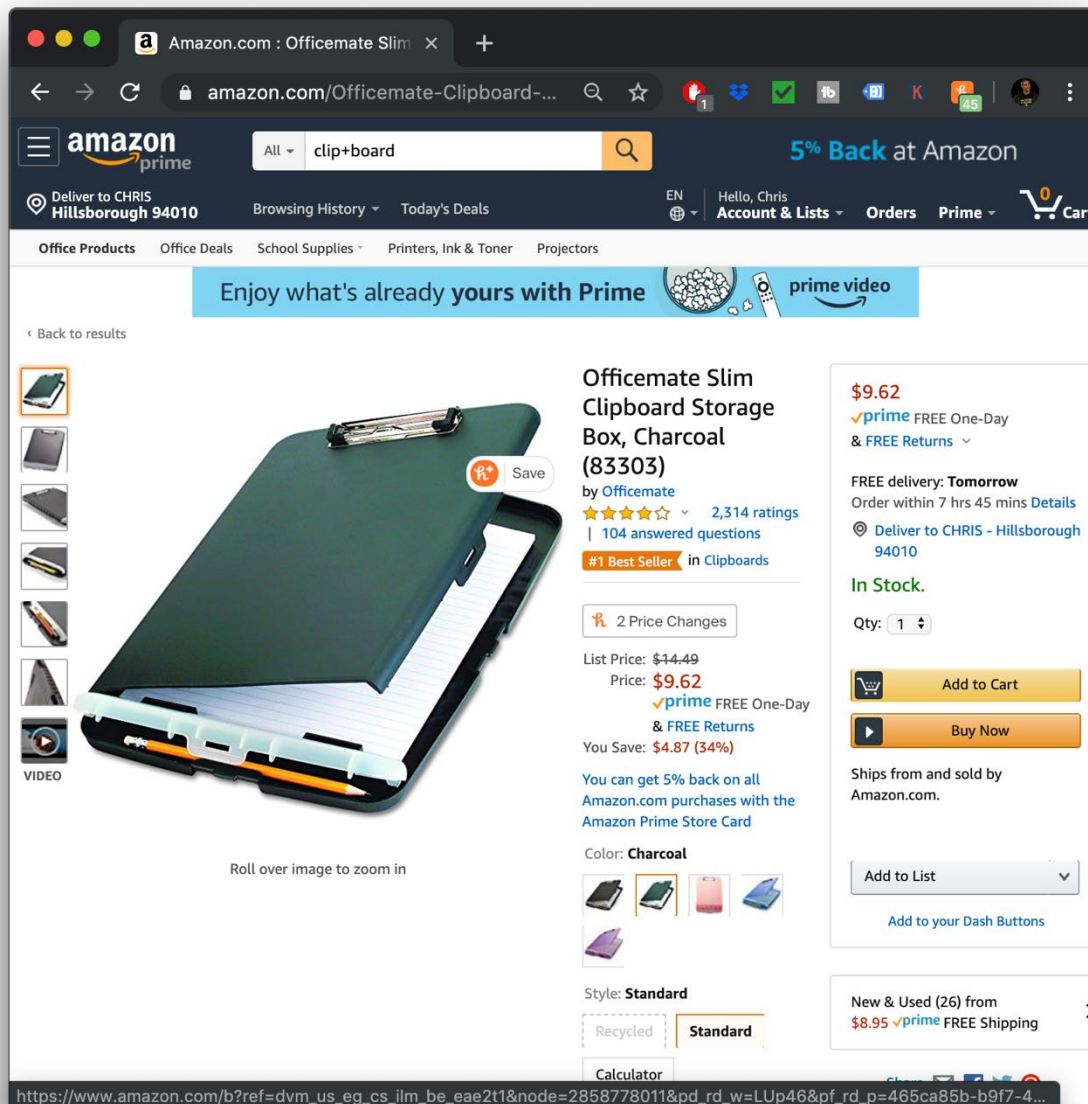
1. *You can also access the PowerPoint version of the Daily Personal Growth Dashboard document [here](#). **This PowerPoint version of the document has been thoroughly tested and also works with Google Slides, Keynote and Libre Office.**
2. *You can access the PDF version of the Daily Personal Growth Dashboard document [here](#).
3. *You can access the OneNote** version of the Daily Personal Growth Dashboard document [here](#). (If you use OneNote, you will have to create all Days and Semesters in your own version of OneNote per the sample at this [link](#), which is easy to do. If you take this approach, then you can access the same OneNote version of the Daily Personal Growth Dashboard on many devices, including Windows, Mac, iPhone and Android and you can even use a tablet/iPad to complete the dashboard document using an Apple Pencil or similar device). If you have questions on how to do this, please ask Chris during office hours. Thanks!

*If you have issues accessing the 3 documents, go to this web address: harounventures.com/pg-1-1-1 (lower case).

The password for the web page is: first-class (lower case):

**OneNote is a free application that works on Windows, Macs, iPhones and Android devices.

Chris recommends completing the dashboard electronically and never sharing it with anyone. If you want to use a paper based version of the file, then you can use a product similar to [this one](#) (image below) to organize your Daily Personal Growth Documents (we never get compensated for mentioning any product): https://www.amazon.com/Officemate-Clipboard-Storage-Charcoal-83303/dp/B0000AQOFN/ref=sr_1_4?keywords=clip%2Bboard&qid=1570307187&sr=8-4&th=1



TOPIC 2 OF 3: PG-1-1-2: What Are 3 Simple Words To Say To Boost Our Confidence in Business?

Optional: Type your notes for Topic #2 in this box:

Optional: How can you apply what you have learned about Topic #2 today to enhance your career (or to make you happier and more successful in general)?

EXERCISE PG-1-1-2-1: What Are 3 Simple Words to Say to Boost Our Confidence in Business?

Question 1) What are 3 simple words to say to boost our confidence? [Put all 3 words in the box below]

EXERCISE PG-1-1-2-2: What Are 3 Simple Words to Say to Boost Our Confidence in Business?

Complete these 5 sentences (when Chris asks you to thanks):

Question 1) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

Question 2) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

Question 3) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

Question 4) Put 3 words in this box to start the sentence:

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“...what people think of my....” (type any words you want in the box below to complete the sentence.).

Question 5) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

TOPIC 3 OF 3: PG-1-1-3: BREAKING NEWS!!!!

Optional: Type your notes for Topic #3 in this box:

Optional: How can you apply what you have learned about Topic #3 today to enhance your career (or to make you happier and more successful in general)?

RESOURCES (OPTIONAL):

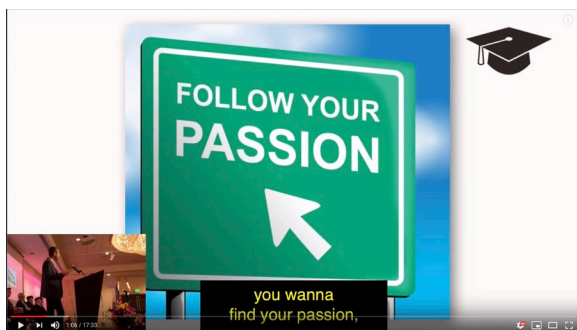
1: [Interview Better, Sell More & Get a Promotion Faster by Being You](#)



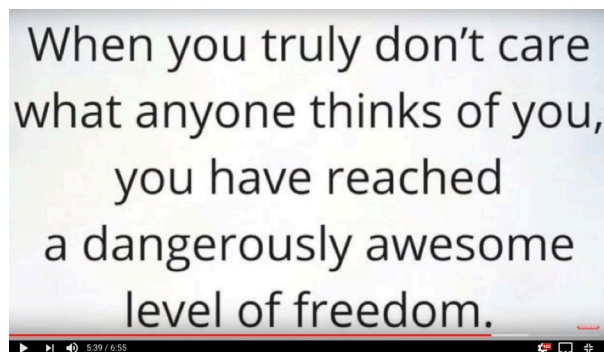
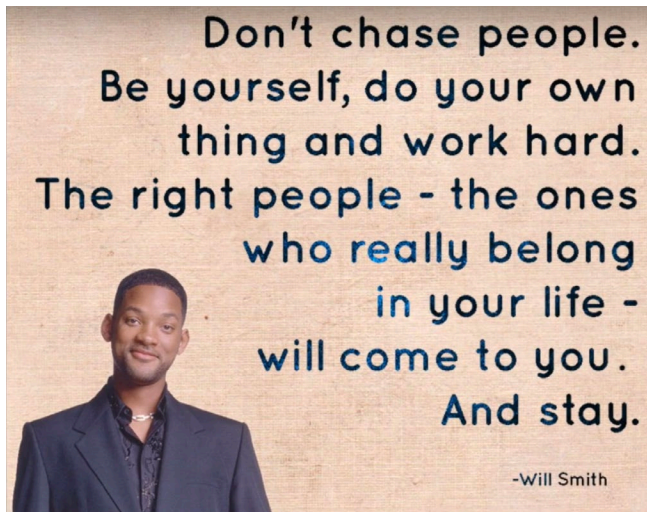
2: [“Thank You” Corporate Bullies](#)



3: [My Graduation Speech at @ San Francisco State University](#)



QUOTES:



HOMEWORK

Within the next 7 days, please take the quiz on the concepts taught during this lesson. You will find the quiz for PG-1-1 within 24 hours of watching this class at this link: [CLASS REPLAYS](#)

Optional Homework 1 of 2: Download, customize and complete daily your personal dashboard document mentioned IN EXERCISE PG-1-1-1-2 (please don't share it with anyone).

Optional Homework 2 of 2: Complete these 10 sentences (please don't use the same answers that you wrote in Exercise PG-1-1-2-3):

1) Put 3 words in this box to start the sentence:

"...what people think of my...." (type any words you want in the box below to complete the sentence.).

2) Put 3 words in this box to start the sentence:

"...what people think of my...." (type any words you want in the box below to complete the sentence.).

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3) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.)

4) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.)

5) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.)

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6) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

7) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

8) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.).

Workbook for Orientation (First Class)

9) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.)

10) Put 3 words in this box to start the sentence:

“...what people think of my....” (type any words you want in the box below to complete the sentence.)