

For help on exactly how to use the PDF version of your Workbooks, please visit: (all lower case) <http://www.harounventures.com/workbook-help>. I recommend downloading the **free** Adobe Reader version (not the Acrobat Pro Trial version) of the Adobe Acrobat reader from this link: <https://get.adobe.com/reader/>

**INTERNET LINKS\*:**

[CALENDAR](#) [MBA HOME PAGE](#) [WORKBOOKS](#) [MBA OFFICE HOURS](#) [CLASS REPLAYS](#)

**LINKS IN THIS DOCUMENT:**

[TOPIC 1](#) [TOPIC 2](#) [EXERCISE PG-1-6-1 for Topic 2\\*\\*](#)  
[TOPIC 3](#) [EXERCISE PG-1-6-3-1 for Topic 3](#) [RESOURCES](#) [HOMEWORK](#)

\* If prompted for a password, use the password that was emailed to you.

\*\*PG-1-6-2-1 Means PG **SEMESTER 1** **CLASS 6** **TOPIC 2** EXERCISE 1

## **WORKBOOK FOR PERSONAL GROWTH SEMESTER #1 & CLASS #6 (ALSO CALLED PG-1-6\*\*\*)**

**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-1-6-1: A RADICALLY DIFFERENT WAY TO CREATE YOUR RESUME](#) (Everyone creates a resume to achieve a short-term goal; we will discuss a better, longer-term resume strategy.)
- 2** [PG-1-6-2: THE HARVARD BUSINESS SCHOOL RESUME FORMAT](#) (An introduction to the Harvard Business School Resume Format, which we must use; I explain why in the lecture.)
- 3** [PG-1-6-3: GOAL SETTING WORKSHOP](#) (**LIFE CHANGING** Goal Setting Workshop)

Please have this workbook open during the PG-1-6\*\*\* 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.

If you are watching a live version of this lesson, please let Chris explain the concepts and then we will have many opportunities for live Q&A when he mentions: “Does Anyone Have Any Questions?” You can also ask Chris questions about the concepts taught in this class during his weekly *For MBA Degree Program Students Only Weekly Q&A Webcast*, which is available at the following [link](#) using the password that was emailed to you.

Please note that after the class is finished, Chris will direct you where to go online in order to take a quiz based on the concepts taught in PG-1-6. If you can't watch this class live, then Chris' team will have an edited [replay](#) of the lesson online within one day after this class has ended.

**TOPIC 1 OF 3: PG-1-6-1: A Radically Different Way to Create Your Resume**

**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)?**

**Optional: Type a question(s) below that you want to ask Chris on the live webcast about Topic #1.** If you are watching the live webcast of this lesson, after Chris finishes discussing each Topic, he will say “Does anyone have any questions about Topic #1. At that point you can copy and paste the text that you type below into the YouTube message box to ask him a question. If you are not on the live webcast, you can also ask him your questions during the [MBA Only Students Office Hours Webcast](#) (use the password that was emailed to you). Before asking the question about Topic #1, please look at the first page of this document to see what he will discuss in Topic #2 and Topic #3 (in case your question will be addressed during Topic #2 and Topic #3). Thanks:

## **TOPIC 2 OF 3: PG-1-6-2: The Harvard Business School Resume Format**

**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)?**

**Optional: Type a question(s) below that you want to ask Chris on the live webcast about Topic #2.** If you are watching the live webcast of this lesson, after Chris finishes discussing each Topic, he will say “Does anyone have any questions about Topic #2. At that point you can copy and paste the text that you type below into the YouTube message box to ask him a question. If you are not on the live webcast, you can also ask him your questions during the [MBA Only Students Office Hours Webcast](#) (use the password that was emailed to you). Before asking the question about Topic #2, please look at the first page of this document to see what he will discuss in Topic #3 (in case your question will be addressed during Topic #3). Thanks:

You can access the Harvard Business School Resume Format shown in the image below at the following link (all lower-case): [www.harounventures.com/pg-1-6](http://www.harounventures.com/pg-1-6)

YOUR NAME [PLEASE MAKE SURE THE RESUME IS 1 PAGE MAX THANKS]  
 Your Address  
 Your Email Address    Your Cell Phone #    Your LinkedIn Profile Web Address

**Work Experience**

YEAR-2020	<b>YOUR MOST RECENT OR CURRENT JOB</b> <i>Your Position</i> Impressive, interesting, unique information on this job   What did you accomplish? Impressive, interesting, unique information on this job   What did you accomplish? Impressive, interesting, unique information on this job   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #2]</b> <i>Your Position</i> Impressive, interesting, unique information on this job   What did you accomplish? Impressive, interesting, unique information on this job   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #3]</b> <i>Your Position</i> Impressive, interesting, unique information on this job   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #4]</b> <i>Your Position</i> Impressive, interesting, unique information on this job   What did you accomplish?	<b>LOCATION</b>

**Education**

YEAR-YEAR	<b>YOUR MOST RECENT OR CURRENT DEGREE YOU ARE STUDYING FOR</b> <i>Degree Name</i> Impressive, interesting, unique information on this education item   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>OTHER SCHOOL YOU ATTENDED</b> <i>Degree Name</i> Impressive, interesting, unique information on this education item   What did you accomplish?	<b>LOCATION</b>

**Personal/Other**

YEAR-YEAR	<b>YOUR MOST RECENT OR CURRENT CHARITY/OTHER JOB</b> Impressive, interesting, unique information on this personal/other item   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #2]</b> Impressive, interesting, unique information on this personal/other item   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>OTHER CHARITY/OTHER JOB</b> Impressive, interesting, unique information on this personal/other item   What did you accomplish?	<b>LOCATION</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #4]</b> Impressive, interesting, unique information on this personal/other item   What did you accomplish?	<b>LOCATION</b>

Languages:  
 Additional Interests: team sports, etc.

## EXERCISE PG-1-6-2-1: 25 Things Wrong With this Resume

In this exercise, please identify the 25 things wrong with the resume shown below. We will cover content later...just look for formatting, grammatical and spelling errors. Please enter your answers in the 25 boxes after the image of the resume. If you want, you can also download the file shown in the image below at: [www.harounventures.com/pg-1-6](http://www.harounventures.com/pg-1-6) (all lower-case).

~~MARY SWANSON~~  
423 Rare Owl Drive, Aspen, Colorado, U.S. 90210  
[I am still living in the 1990s@aol.com](mailto:I_am_still_living_in_the_1990s@aol.com) [www.linkedin.com/in/charoun](http://www.linkedin.com/in/charoun) 555 (555) - 0000

**Experience**

2011–2015 **LEHMAN STERNS** **NEW YORK, NY**  
*Senior Equity Analyst*  

- Researched high profile and low risk mortgage backed securities, including Countrywide, AIG.
- Earned the Made-off Ivan Boesky Ethics award.

2015–present **ENRON PART 2** **DALLAS, TX**  
*Chief Compliance Director*  

- Currently managed a team of 120 Energy Traders.
- Led the firms' ethical business mandates department

Summer 2011 **AXE CAPITAL** **GREENWICH, CT**  
*Junior Equity Analyst Position*  

- Traded liquid pink sheet large cap Dow 30 components While working directly for Bobby Axelrod.
- Promoted too team lead given dedication of the highest level customer service.
- Awarded the 2015 Institutional Investor Award for outstanding buggy whip stock picking abilities.

**Education**

2007 – 2011 **RIDGEMEONT UNIVERSITY** **CA, SAN DIEGO**  
*Bachelor of Commerce (Finance Major) I like to play call of duty*  
Awarded X University Dobson Fellowship for business model feedback contribution to students.

2004– 2007 **WELTON ACADEMY** **MIDDLETOWN, DE**  
*Fine Arts Academy Diploma (Poetry Major)*  
President and founder of the Carpe Diem Captains Club.

**Personal/Other**

2004 – 2007 **CAPTAIN OF THE WELTON ACADEMY POLO TEAM** **DUBAI, U.A.E**  
Led a team of 23 underprivileged Segway Polo players to victory in the Monaco Polo World Series

2006 – 2016 **FOUNDER OF THE SHAKE AND BAKE NASCAR CHICKEN COMPANY** **TALLADEGA, AK**  
Recipient of the prestigious Burgundy Kind of a Big Deal journalism award?

2002 – Present **FOUNDER OF DOCTORS WITHOUT DIPLOMAS CHARITY** **BEVRLY HILLS, CA**  
Sponsored by Intuitive Surgical with the mission of eradicating robotic surgery practices.

Languages: English, Klingon and Na'vi (conversational).  
Additional Interests: Passionate about baseball, ballet, travel, poetry and NASCAR.

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #1 of 25:

Mistake #2 of 25:

Mistake #3 of 25:

Mistake #4 of 25:

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #5 of 25:

Mistake #6 of 25:

Mistake #7 of 25:

Mistake #8 of 25:

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #9 of 25:

Mistake #10 of 25:

Mistake #11 of 25:

Mistake #12 of 25:



*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #13 of 25:

Mistake #14 of 25:

Mistake #15 of 25:

Mistake #16 of 25:

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #17 of 25:

Mistake #18 of 25:

Mistake #19 of 25:

Mistake #20 of 25:

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #21 of 25:

Mistake #22 of 25:

Mistake #23 of 25:

Mistake #24 of 25:

*Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)*

---

Mistake #25 of 25:

### **TOPIC 3 OF 3: PG-1-6-3: Goal Setting Workshop**

If you want to access the “Simple\_Resume\_Template.docx” file, please go to this web address (all lower-case): [www.harounventures.com/pg-1-6](http://www.harounventures.com/pg-1-6)

**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)?**

**Optional: Type a question below that you want to ask Chris on the live webcast about Topic #3.** If you are watching the live webcast of this lesson, after Chris finishes discussing each Topic, he will say “Does anyone have any questions about Topic #3. At that point you can copy and paste the text that you type below into the YouTube message box to ask him a question. If you are not on the live webcast, you can also ask him your questions during the [MBA Only Students Office Hours Webcast](#) (use the password that was emailed to you). Thanks:

### EXERCISE PG-1-6-3-1: Goal Setting Workshop **Part 1 of 4**: “Writing Down Your Goals”

There are 100 boxes to fill out below. I put many inspirational quotes for you to enjoy while you write your 100 goals (to help with your **UNSTOPPABLE MOMENTUM** in completing this life altering exercise). :)

**Please only complete the rectangle boxes on the left and not the smaller square boxes on the right:**

Please don't conservative with this exercise. Writing down our 10 year goals will really help us with building our resume and amazing networking skills later in the MBA degree program. Many of my students or executives that I train use this exercise to help them understand what their passion is, which often results in an eventual [HAPPIER] career change. If you write down your goals, the likelihood that you achieve them increases significantly so please take your time with this and enjoy the exercise!

I want you to please think big...and then think

**BIGGER!**

With that in mind, please write down your ONE HUNDRED (that's right) ONE HUNDRED 10 year goals (professional, educational and personal goals....why personal too? Because you won't have a job then....you will have a passion then)! Please think HUGE!

#### Goals can be:

- ✓ work/professional goals,
- ✓ education goals,
- ✓ charity goals,
- ✓ health goals,
- ✓ make the world a better place goals,
- ✓ spiritual goals,
- ✓ happiness goals,
- ✓ where you want to live goals,
- ✓ etc.

There are 100 boxes to fill out below. I put many inspirational quotes for you to enjoy while you write your 100 goals (to help with your **UNSTOPPABLE MOMENTUM** in completing this life altering exercise : )

Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)

1:	
2:	

*"Once you realize that everything around you was created by people that are no smarter than you, you'll never be the same" -Steve Jobs*

3:	
4:	

*"The secret of getting ahead is getting started." -Mark Twain*

5:	
6:	

*"It always seems impossible until its done." -Nelson Mandela*

7:	
8:	

*"Your time is limited, so don't waste it living someone else's life." -Steve Jobs*

*"I know where I'm going and I know the truth, and I don't have to be what you want me to be. I'm free to be what I want." -Muhammad Ali*

9:	
10:	

*"I'd rather attempt to do something great and fail than to attempt to do nothing and succeed."-Robert H. Schuller*

11:	
12:	

*"Opportunity does not knock, it presents itself when you beat down the door." -Kyle Chandler*



Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)

13:	
14:	

*"Everything you can imagine is real." -Pablo Picasso*

15:	
16:	

*"Someone is sitting in the shade today because someone planted a tree a long time ago."  
-Warren Buffett*

*"Someday is not a day of the week." -Denise Brennan-Nelson*

17:	
18:	
19:	

*"Don't count the days, make the days count." -Muhammad Ali*

20:	
21:	

*"In the middle of every difficulty lies opportunity." -Albert Einstein*

22:	
23:	

*"Accept the challenges so that you can feel the exhilaration of victory." -George S. Patton*

24:	
25:	

*"When you cease to dream you cease to live. " -Malcolm Forbes*

*"The best way to predict the future is to invent it." -Alan Kay*

26:	
27:	

*"You can never quit. Winners never quit, and quitters never win." - Ted Turner*

28:	
29:	

*"Big shots are only little shots who keep shooting." - Christopher Morley*

30:	
31:	

*"Well done is better than well said." -Benjamin Franklin*

32:	
33:	

*"Only I can change my life. No one can do it for me." - Carol Burnett*

34:	
35:	

*"You can't wait for inspiration. You have to go after it with a club." -Jack London*

*"The purpose of our lives is to be happy." -Dalai Lama*

36:	
37:	

*"Perseverance is failing 19 times and succeeding the 20th." -Julie Andrews*

38:	
39:	

*" Failure is another steppingstone to greatness." -Oprah Winfrey*

40:	
41:	

*"Don't let the fear of striking out hold you back." -Babe Ruth*

42:	
43:	

*"If you don't like how things are, change it! You're not a tree." -Jim Rohn*

44:	
45:	

*"The more things you do, the more you can do." -Lucille Ball*

*"Do what you love and the money will follow." -Marsha Sinetar*

46:	
47:	

*"You miss 100% of the shots you don't take." -Wayne Gretzky*

48:	
49:	

*"We must accept finite disappointment, but never lose infinite hope." -Martin Luther King, Jr.*

50:	
51:	

*"If you don't ask, you don't get." - Stevie Wonder*

52:	
53:	

*"I am not afraid... I was born to do this." -Joan of Arc*

*"Your imagination is your preview of life's coming attractions." -Albert Einstein*

54:	
55:	

*"What keeps me going is goals." -Muhammad Ali*

56:	
57:	

*"I can accept failure, everyone fails at something. But I can't accept not trying." -Michael Jordan*

58:	
59:	

*" You must expect great things of yourself before you can do them." -Michael Jordan*

60:	
61:	

*"The more you dream, the farther you get." -Michael Phelps*

62:	
63:	

*"Happiness is when what you think, what you say, and what you do are in harmony."  
-Mahatma Gandhi*



*The more I want to get something done, the less I call it work.” -Richard Bach*

64:	
65:	

*“The mind is everything. What you think you become.” -Buddha*

66:	
67:	

*“It does not matter how slowly you go, so long as you do not stop.” -Confucius*

68:	
69:	

*"If you want to be happy, set a goal that commands your thoughts, liberates your energy, and inspires your hopes." -Andrew Carnegie*

70:	
71:	

*"We may encounter many defeats but we must not be defeated." -Maya Angelou*

*"To avoid criticism, do nothing, say nothing, be nothing." -Elbert Hubbard*

72:	
73:	

*" The two most important days in your life are the day you are born and the day you find out why." -Mark Twain*

74:	
75:	

*“Your work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work. And the only way to do great work is to love what you do. If you haven't found it yet, keep looking. Don't settle. As with all matters of the heart, you'll know when you find it.” - Steve Jobs*

76:	
77:	

*“Two roads diverged in a wood, and I — I took the one less traveled by. And that has made all the difference.” -Robert Frost (from his poem "The Road Not Taken")*

78:	
79:	

*“The journey of a thousand miles begins with one step.” -Lao Tzu*

*“Dream big and dare to fail.” -Norman Vaughan*

80:	
81:	

*“Tough times never last, but tough people do.” -Dr. Robert Schuller*

82:	
83:	

*“There is only one success: to be able to spend your life in your own way.” -Christopher Morley*

84:	
85:	

*“The power of imagination makes us infinite.” -John Muir*

86:	
87:	

***“Believe and act as if it were impossible to fail.” -Charles Kettering***

88:	
89:	

***“Every strike brings me closer to the next home run.” -Babe Ruth***

***“ The biggest risk is not taking any risk... In a world that's changing really quickly, the only strategy that is guaranteed to fail is not taking risks.” - Mark Zuckerberg***

90:	
-----	--

***“Go confidently in the direction of your dreams and live the life you have imagined.”  
-Henry David Thoreau***

91:	
-----	--

***“Believe you can and you’re halfway there.” -Theodore Roosevelt***

92:	
-----	--

*"Never let your memories be greater than your dreams." -Doug Ivester*

93:

*"If something is important enough, even if the odds are against you, you should still do it. -Elon Musk*

94:

*"It wasn't raining when Noah built the ark." -Howard Ruff*

95:

*"Don't wait. The time will never be just right." -Napoleon Hill*

96:

*"It's not whether you get knocked down, it's whether you get up." -Vince Lombardi*

*“Try not. Do, or do not. There is no try.” -Yoda*

97:

*“Everything you’ve ever wanted is on the other side of fear.” -George Addair*

98:

*“If you aren’t going all the way, why go at all?” -Joe Namath*

99:

*"A year from now you may wish you had started today." -Karen Lamb*

*"Change your thoughts and you change your world." -Norman Vincent Peale*

100:	
------	--

Let's do one more to make it 101!

*"It is never too late to be what you might have been." -George Eliot*

101	
-----	--

**Great work!!!! I hope you feel inspired and empowered!**



**EXERCISE PG-1-6-3-1: Goal Setting Workshop Part 2 of 4 “Categorizing Your Goals”**

Now we need to categorize all of the goals you just wrote down in **Part 1 of 4**....so please write down one of the following 3 letters in the square boxes beside all of the 101 goals that you just wrote down in the previous exercise:

**W** (for **Work Experience** Goal)

**E** (for **Education** Goal)

**P/O** (for **Personal/Other** Goal)

**EXERCISE PG-1-6-3-1: Goal Setting Workshop Part 3 of 4: “Filling the Gap in Order to Achieve Your Goals”**

Based on the goals you wrote down in Part 1 of this exercise, on the next few pages please write down:

4 (or fewer) things you would like to accomplish within 10 years in the **Work Experience** table (shown after my examples below).

3 (or fewer) things you would like to accomplish within 10 years (in the **Education** table (shown after my examples below).

5 or fewer things you would like to accomplish within 10 years (please be brief) in the **Personal / Other** table (shown after my examples below).

Then after you have written down your goals in the left hand column, please write down in the right hand column what you need to achieve to make that goal a reality in 10 years (meaning what ‘gap’ do you need to fill)?

Here are examples of completing the **Work Experience**, **Education** and **Personal / Other** tables:

For example, (here is a brief excerpt from the **Work Experience** section):

<b>EXAMPLE: Work Experience Excerpt:</b>	
Goal	How do I fill the gap so I can achieve the goal?
1: Become a Partner at Goldman Sachs in 2026	-I will get a finance summer internship at a great finance company. -I will learn more about finance online via online courses etc.  Not sure of the other requirements yet.... -I will set up a meeting with employees from Goldman Sachs and ask them for help...note I will teach you the easy way to get these meetings in future classes.

Workbook for PG-1-6 (Semester #1 and Class #6 for Personal Growth)

Here is another section (brief excerpt from the **Education** section):

**EXAMPLE: Education Section Excerpt:**

Goal	How do I fill the gap so I can achieve the goal?
1: PHD from Oxford in 2027	<p>-I will call the school’s admissions and ask when I can visit the school and sit in on classes [easy to do....please make the call!].</p> <p>Not sure of the other requirements....                      -I will set up a meeting with alumni from Oxford and ask them for help... note I will teach you the easy way to get these meetings soon.</p>

Here is another example (brief excerpt from the **Personal/Other** section):

**EXAMPLE: Personal / Other Section Excerpt:**

Goal	How do I fill the gap so I can achieve the goal?
1: Start a charity to help underprivileged youth reach their full potential called “PayItForwardToday.org” in 2021	<p>-I will create a Facebook page to recruit people to help me with this.</p> <p>-I will improve the lives of many underprivileged youth that didn’t have the same opportunities as I did. I will make a difference.</p> <p>Not sure of the other requirements yet....                      -I will set up a meeting with notable alumni from my school or from my hometown that have started charities and ask them for guidance...note I will teach you the easy way to get these meetings soon.</p>

Now it's your turn. Please complete the 3 tables below (using the examples above as a guide).

**Work Experience:** Based on the goals you wrote down in Part 1 of this exercise, please write down 4 (or fewer) things in this table that you would like to see in 10 years on the **Work Experience Section** of your resume (complete the left side of the table below and please be brief). Then please sort it by date – meaning if you have one job that starts in 2025 and another one that starts in 2022, put the job that starts in 2022 after the job that starts in 2025.

Then after you have written down the 4 (or fewer) **Work Experience** goals in the left hand column, please write down in the right hand column what you need to achieve to make that goal a reality (meaning what 'gap(s)' do you need to fill per examples listed earlier.

Goal	How do I fill the gap so I can achieve the goal?
1:	
2:	
3:	
4:	

**Education:** Based on the goals you wrote down in Part 1 of this exercise, please write down 3 (or fewer) things in this table that you would like to see in 10 years on the **Education Section** of your resume (complete the left side of the table below and please be brief). Then please sort it by date – meaning if you have one education item that starts in 2025 and another one that starts in 2022, put the one that starts in 2022 after the one that starts in 2025.

Then after you have written down the 3 (or fewer) **Education** goals in the left hand column, please write down in the right hand column what you need to achieve to make that goal a reality (meaning what 'gap(s)' do you need to fill per examples listed earlier.

Goal	How do I fill the gap so I can achieve the goal?
1:	
2:	
3:	

**Personal / Other:** Based on the goals you wrote down in Part 1 of this exercise, please write down 5 (or fewer) things in this table that you would like to see in 10 years on the **Personal/Other Section** of your resume (complete the left side of the table below and please be brief). Then please sort it by date – meaning if you have one personal activity that starts in 2025 and another one that starts in 2022, put the one that starts in 2022 after the one that starts in 2025.

Then after you have written down the 5 (or fewer) **Personal/Other** goals in the left hand column, please write down in the right hand column what you need to achieve to make that goal a reality (meaning what ‘gap(s)’ do you need to fill per examples listed earlier.

Goal	How do I fill the gap so I can achieve the goal?
1:	
2:	
3:	
4:	
5:	

**EXERCISE PG-1-6-3-1: Goal Setting Workshop Part 4 of 4**

Please go to [www.harounventures.com/pg-1-6](http://www.harounventures.com/pg-1-6) (all lower-case) and download and open the document called **Simple\_Resume\_Template.docx**

Please copy and paste your **Work Experience** in 10 years, your **Education** in 10 Years and Your **Personal / Other** in 10 years from Part 2 of this exercise (per the image below). Also please complete **your name, address (the exact address you want to live in in 10 years) & interests** as well:

**YOUR NAME [PLEASE MAKE SURE THE RESUME IS 1 PAGE MAX THANKS]**  
 Your Address in 10 years, for example a Penthouse on 5<sup>th</sup> Avenue in New York City  
 Your Email Address    Your Cell Phone #

**Work Experience**

YEAR-2026	<b>GOLDMAN SACHS [WORK GOAL #1]</b> <i>Partner</i>	<b>HONG KONG</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #2]</b> <i>Your Position</i>	<b>LOCATION</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #3]</b> <i>Your Position</i>	<b>LOCATION</b>
YEAR-YEAR	<b>COMPANY NAME [OPTIONAL WORK - GOAL #4]</b> <i>Your Position</i>	<b>LOCATION</b>

**Education**

YEAR-YEAR	<b>OTHER SCHOOLS YOU ATTENDED [OPTIONAL EDUCATION GOAL #3]</b> <i>Degree Name</i>	<b>LOCATION</b>
2019-2020	<b>HAROUN EDUCATION VENTURES MBA DEGREE PROGRAM</b> <i>M.B.A.</i>	<b>HAROUNVENTURES.COM</b>
YEAR-YEAR	<b>OTHER SCHOOLS YOU ATTENDED [OPTIONAL EDUCATION GOAL #3]</b> <i>Degree Name</i>	<b>LOCATION</b>

**Personal/Other**

2016-Present	<b>PAY IT FORWARD TODAY [OPTIONAL PERSONAL GOAL #1]</b>	<b>PayItForwardToday.ORG</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #2]</b> Impressive, interesting, unique information on this activity   <u>What did you accomplish?</u>	<b>LOCATION</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #3]</b> Impressive, interesting, unique information on this activity   <u>What did you accomplish?</u>	<b>LOCATION</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #4]</b> Impressive, interesting, unique information on this activity   <u>What did you accomplish?</u>	<b>LOCATION</b>
YEAR-YEAR	<b>PERSONAL / OTHER GOAL [OPTIONAL PERSONAL GOAL #5]</b> Impressive, interesting, unique information on this activity   <u>What did you accomplish?</u>	<b>LOCATION</b>

Languages:  
 Additional Interests: team sports, etc.

Great work! I hope you are fired up to make this a reality!!!!

Please update your 10-year resume that you just created every 2 years (I have been doing this since the 90's). Doing this helps you achieve your goals I promise! I achieved many of my goals, with the exception of winning an Olympic gold medal in pole vaulting, which I plan to win much later in life. Kidding as I suck at sports!

### **5 Ways to Ensure that You Achieve your 10 Year Goals Checklist:**

- Tell your family and best friends about your goals because telling them makes you more inclined or slightly pressured in a good way to work harder to achieve your goals.
- Print out your 10 year simple perfect resume and seal it in a self addressed stamped envelope. Give it to your Mom or Dad or a friend and tell them to mail it to you in one year.
- Print out your simple perfect resume and literally tape it on your mirror.
- Carry a printed version of your resume and always keep it in your wallet or in your purse.
- Copy and past the contents of your simple perfect resume and put it in your calendar or Gmail calendar. In the notes field of that calendar paste your 10-year resume contents and have this calendar entry repeat daily so you can keep focusing on achieving your 10 year goals.



**RESOURCES (OPTIONAL):**

Malala's Nobel Prize Speech: <https://www.youtube.com/watch?v=C3lyymTRVKw>

While you watch the speech, know in your heart that there are no limits to what you can achieve. So **be bold be brave and believe in your heart** that the goals you write down today are achievable.

## **HOMEWORK**

After this lecture, please complete the quiz associated with this lecture at this [link](#)\* within one week of the day that you took this lecture. Thanks

\* If you can't see the quiz link, please refresh the link an hour after class has been completed thanks.