

STAGE 2 - MINDSET SHIFT

# HOW TO BUILD CONFIDENCE AND THRIVE IN YOUR BUSINESS

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## WORKBOOK

FINDING RENEWED CONFIDENCE BEGINS WITH  
DECIDING WHAT STEPS YOU NEED TO TAKE .

THIS WORKBOOK WILL HELP YOU BRAINSTORM  
YOUR BEST STRATEGIES



Life Coach Prosperity

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## Steps to take

1. Things/situations that make me procrastinate are:  
(i.e,- Hanging out on Facebook)

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## Actions

INSTEAD OF PROCRASTINATING, I WILL:

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## Steps to take

2. I feel that:

- I have the credentials, experience and accreditation
- I do not have the credentials or accreditation
- I do not have the experience I need

## Actions

- Take a general coaching certification course
- Take a niche- specific certification or training course
- Apply for accreditation with appropriate organizations based on work I have already done
- Take a course or workshop
- Other \_\_\_\_\_



# How to Build Confidence and Thrive in Your Business

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3. One small task I will achieve every day is...

One medium task I will achieve every day is...

One large task I will achieve every day is...

4. Negative people I need to "fire" and expel from my life (or drastically reduce interaction with), or that I need to learn how to deal with), or that I need to learn how to deal with if they live with me are:

\_\_\_\_\_ Relationship: \_\_\_\_\_  
\_\_\_\_\_ Relationship: \_\_\_\_\_  
\_\_\_\_\_ Relationship: \_\_\_\_\_

ACTIONS I NEED TO TAKE TO ACHIEVE THIS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



5. Tools I plan to use are:

- |   |   |
|---|---|
| <input type="checkbox"/> • Self-help books, CDs or videos | <input type="checkbox"/> • Specialized training in other areas:                         |
| <input type="checkbox"/> • Courses                        | _____   |
| <input type="checkbox"/> • Workshops                      | _____   |
| <input type="checkbox"/> • Mentor                         | _____   |
| <input type="checkbox"/> • Coach                          | <input type="checkbox"/> • Outsourcing tasks that drain my confidence and waste my time |
| <input type="checkbox"/> • Assertiveness training         |   |

Notes:

6. List at least three new habits you are committed to creating and practicing.

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# How to Build Confidence and Thrive in Your Business

7. Practice using the rating system to help yourself reframe your reactions towards setbacks. Remember that "1" would be the most minor and "10" the most devastating.

WRITE DOWN YOUR MOST COMMON TYPES OF SETBACKS ON THE LINES PROVIDED. RATE EACH ONE BASED ON YOUR REACTION TOWARDS THEM - CHECK THE NUMBER YOU SELECT

\_\_\_\_\_

1\_2\_3\_4\_5\_6\_7\_8\_9\_10

\_\_\_\_\_

1\_2\_3\_4\_5\_6\_7\_8\_9\_10

\_\_\_\_\_

1\_2\_3\_4\_5\_6\_7\_8\_9\_10

\_\_\_\_\_

1\_2\_3\_4\_5\_6\_7\_8\_9\_10

\_\_\_\_\_

1\_2\_3\_4\_5\_6\_7\_8\_9\_10

1 = most minor

10 = most devastating

8. After you have completed # 7, above, ask yourself for each question: "Is this reaction pessimistic and negative, realistic or positive?"

\_\_\_\_\_

\_\_\_\_\_

Then make any corrections you feel you can make and place an asterisk (\*) next to the designated setback.



9. I have found my true purpose, and can easily answer the questions.

"Am I coaching the right type of client?"

Yes

No

"Am I really excited and passionate about helping my clients in this area?"

Yes

No

"What really gets me all fired up and enthusiastic? What gets me in the zone so that time flies by and I'm energized after a client or group leaves, instead of drained?"

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## ACTIONS I HAVE TAKEN:

(List these as you adopt and habitually follow each one)

- Ask for (new) testimonials
- Make a scrapbook, memory box or file of my successes
- Taken assertiveness training
- Raised my rates
- Fired clients that drain me
- Found the right help  
\_\_\_\_\_
- Joined a group where I can practice public speaking  
\_\_\_\_\_
- Joined my local Chamber of Commerce or another business organization  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Volunteered to assist my local business community
- Other:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





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NOTES: