



# **RISE BEFORE YOUR BULL**

**THE WORKBOOK**

Ciara Conlon

# **THE WORKBOOK**

# Increase your chances of success and happiness

What are the habits that will increase your chances of success and happiness? While the answer to this question is a personal matter there are some habits that most successful people and top performers practice daily.

These habits can be separated into three different types of habits – Productivity Habits, Energy Habits and Presence Habits.



**Productivity Habits** include scheduling, Email management, and staying clutter free.

**Energy Habits** include exercise, nutrition and sleep.

**Presence Habits** include, Meditation, Mindfulness and the practice of Gratitude.

There will, of course, be other habits that will be relevant to you at different times of your life and in different job roles, but these habits are the ones that can give you energy, improve well-being and if persisted with, will improve your happiness levels throughout your life. So if you are unsure where to start, start with one of these.

You can also score your current Performance Habits at [www.ciaraconlon.com](http://www.ciaraconlon.com). Complete the questionnaire to discover your current score and which area of focus is priority for you.



# **TRANSFORMING THE OLD TO THE NEW**

# Uncovering the beliefs that hold you back

The things you believe about yourself and about the world will determine your future possibilities and the level of success you deem to be possible in the future. The aim of this exercise is to uncover your unconscious beliefs about who you are and what your potential and abilities are. It's the subconscious beliefs that effectively run our lives. You need both the conscious and subconscious mind working in unison if you want to change your world. Take some time to answer the following questions

What are the things your parents told you as a child?

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What are the things your teachers said?

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What does your culture say about success?

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What are your current beliefs about money?

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What are your current beliefs about your health?

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How successful do you think you can become?

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Think of a habit you have tried to create and failed. What are the beliefs you have around that habit and why you have failed?

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The more honest you are with yourself and answering these questions, the more likely you are to overcome any barriers you have had in the past and move forward to create all the long-lasting habits that will change your life for the better.

# What are your values?

Understanding your values will help you to figure out your priorities, and understanding your priorities is crucial to be able to live your best life. Take the time to work out what your values are, this will create clarity around your purpose in life and what you want your future life to look like. Circle your top ten values.

Accountability	Consistency	Economy
Accuracy	Contentment	Effectiveness
Achievement	Continuous	Efficiency
Adventurousness	Improvement	Elegance
Altruism	Contribution	Empathy
Ambition	Control	Enjoyment
Assertiveness	Cooperation	Enthusiasm
Balance	Correctness	Equality
Being the Best	Courtesy	Excellence
Belonging	Creativity	Excitement
Boldness	Curiosity	Expertise
Calmness	Decisiveness	Exploration
Carefulness	Dependability	Expressiveness
Challenge	Determination	Fairness
Cheerfulness	Devoutness	Faith
Clear-mindedness	Diligence	Family-orientedness
Commitment	Discipline	Fidelity
Community	Discretion	Fitness
Compassion	Diversity	Fluency
Competitiveness	Dynamism	Focus



Freedom	Making a difference	Service
Fun	Mastery	Shrewdness
Generosity	Merit	Simplicity
Goodness	Obedience	Soundness
Grace	Openness	Speed
Growth	Order	Spontaneity
Happiness	Originality	Stability
Hard Work	Patriotism	Strategic
Health	Perfection	Strength
Helping Society	Piety	Structure
Holiness	Positivity	Success
Honesty	Practicality	Support
Honor	Preparedness	Teamwork
Humility	Professionalism	Temperance
Independence	Prudence	Thankfulness
Ingenuity	Quality-orientation	Thoroughness
Inner Harmony	Reliability	Thoughtfulness
Inquisitiveness	Resourcefulness	Timeliness
Insightfulness	Restraint	Tolerance
Intelligence	Results-oriented	Traditionalism
Intellectual Status	Rigor	Trustworthiness
Intuition	Security	Truth-seeking
Joy	Self-actualization	Understanding
Justice	Self-control	Uniqueness
Leadership	Selflessness	Unity
Legacy	Self-reliance	Usefulness
Love	Sensitivity	Vision
Loyalty	Serenity	Vitality

After choosing your top ten values reduce it down to five by comparing each one to the next. Ask yourself which ones hold more importance for you? Now list your top 5 values.

1.

2.

3.

4.

5

Now create a priority list, starting with your most important value

1.

2.

3.

4.

5

Get to a point where you can clearly recognise your most important value or at least your top three.

Living in harmony with your values is essential to your inner happiness. Without this, will power, mental strength and resilience will have a bigger battle on their hands.

# What are your emotional triggers?

Understanding your emotional triggers will help you to identify the emotions you carry around that aren't helping you. What are your emotional triggers? How do you react to the following?

When someone rejects you?


When you are blamed for something?


When someone is critical towards you?


When someone doesn't listen to you?


When someone is very needy?




# **The Habit Method**

# DESIRE

Think about the first habit you want to create and why, answer the following questions while thinking; if I master this habit:

How will it make me feel?

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How will it change the thoughts I have about myself?

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How will it change my beliefs?

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Why do I want to create this habit in my life?

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What is my goal and why do I want it?

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# DECISION

What are your options? Which habits do you think will have the biggest impact on your life right now?

1.

2.

3.

Which one is going to have the biggest impact on your life and why?

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Are you ready to commit to this habit, what could stand in your way?

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Which is your #1 priority right now?

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# DESIGN

When are you going to do it?


Where will you do it?


Who will hold you accountable?


What will be your trigger?


What will be the reward?


What are you willing to let go of/give up?




# DISCIPLINE

What are the excuses you will use to avoid doing what you have said? List as many as possible


What will you do when you don't feel like it?


What will counteract the negative thoughts?


# ENVIRONMENT

What needs to change in your environment to ensure your success?


What needs to be removed from your environment to ensure your success?


What needs to be added to your environment to ensure your success?


# THE HABIT CANVAS

The Habit Canvas is designed to help you map out all the areas of your habit. You can transfer your answers from the workbook into the habit canvas. You can print out extra copies of the Habit Canvas from and complete one for each new habit that you create.

Remember also that the most powerful way to break a bad habit is to replace it with a good habit, so the habit canvas can also be used to break bad habits.

### The Habit Canvas

<b>2. DECISION</b>  What is your #1 Priority  HABIT:	<b>3. DESIGN</b>  WHEN:                      WHERE:  TRIGGER:                      REWARD:
<div><div><b>1. DESIRE</b> What do you really want?  GOAL:</div></div>	
<b>4. DISCIPLINE</b>  What are my loopholes?  What will I do when I don't feel like it?	What are you willing to give up?  Who is going to hold you accountable?
<b>5. ENVIRONMENT</b> What needs to change?	

## The Habit Canvas

<p><b>2. DECISION</b></p> <p>What is your #1 Priority</p> <p>HABIT:</p>	<p><b>3. DESIGN</b></p> <p>WHEN:                      WHERE:</p> <p>TRIGGER:                      REWARD:</p>
<p><b>4. DISCIPLINE</b></p> <p>What are my loopholes?</p> <p>What will I do when I don't feel like it?</p>	<p><b>1. DESIRE</b></p> <p>What do you really want?</p> <p>GOAL:</p> <p>What are you willing to give up?</p> <p>Who is going to hold you accountable?</p>

## 5. ENVIRONMENT

What needs to change?

## About Ciara

Ciara Conlon is a leadership coach and co-founder of Spirit Leadership, a consultancy that works with leaders and teams to improve wellbeing, productivity and performance.

*Rise Before Your Bull* is Ciara's third book. Her first book was 'Chaos To Control', a practical guide to getting things done. Her second 'Productivity For Dummies' published by Wiley 2016.

Ciara holds a BA Economics and Politics, A Master's degree in Business (Leadership, Management and Strategy and Innovation) Diplomas in Coaching and Organisational Psychology. She is a certified Mindfulness Meditation teacher and an Evernote Certified Consultant.

Ciara's goal is to bring more humanity into the business world and unlock the potential in everyone she works with.

**WATCH OUT FOR RISE BEFORE YOUR BULL WORKSHOPS & ONLINE  
PROGRAMME COMING SOON. [CONTACTUS@CIARACONLON.COM](mailto:CONTACTUS@CIARACONLON.COM) FOR DETAILS**

## Stay in Touch

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