

Executive Toughness: Increasing Leadership Performance **Summary Takeaways**

1. Complete your process goals every day . . . no excuses!

- Priority #1 Product Goal: _____
 - Priority #1 Process Goal: _____
 - Priority #1 Process Goal: _____
 - Priority #1 Process Goal: _____

- Priority #2 Product Goal: _____
 - Priority #2 Process Goal: _____
 - Priority #2 Process Goal: _____
 - Priority #2 Process Goal: _____

- Priority #3 Product Goal: _____
 - Priority #3 Process Goal: _____
 - Priority #3 Process Goal: _____
 - Priority #3 Process Goal: _____

1st Quarterly Evaluation Date: _____ **2nd Quarterly Evaluation Date:** _____

3rd Quarterly Evaluation Date: _____ **4th Quarterly Evaluation Date:** _____

2. Commit to replacing all negative or problem-focused thought with solution-focused thinking within 60 seconds (RSF)

- Within 60 seconds replace all negative or problem centric thinking with solution focused thought. On a scale of 1-10 commit to being a 9 or better each day.
- RSF Tool: What is 1 thing I can do differently that could make this better?

3. Complete mental workouts and success logs five days per week.

- The Mental Workout: Centering Breath (inhale for 6 seconds, hold for 2, exhale for 7 seconds), Identity Statement (repeat to yourself your personal mantra), Vision of Self-Image (visualizing 30 seconds of who you want to be and how you want your life to be in 5 years), Integrity (visualizing 30 seconds of success in your upcoming day), Identity Statement (repeat to yourself again your personal mantra), Centering Breath (inhale for 6 seconds, hold for 2, exhale for 7 seconds).
- Success Logs: What did I do well? What Do I Want to Improve? How Did I do with my process goals? How did I do with RSF?