



# INDIVIDUAL/STAFF ENGAGEMENT MANUAL



Spectrum  
Community Services, Inc.

*"Helping People Reach Their Potential"*

# FOREWORD

## SECTION 1 - ROLE OF THE CHILD CARE WORKER

SCS Brochure.....	2-3
SCS Service Map .....	4
Safely Reducing Congregate Care and Out of County Placements Challenges and Opportunities.....	5
Engagement Training Process.....	6
Engagement – It’s All About Alignment/Layout.....	7
<b>STEPUP</b> .....	<b>8</b>
Individual Rights.....	9
Ready for Life Outline.....	10
Trauma Informed (LIFE) Trilogy (TILT).....	11
<b>Providing Feedback/Answering Questions</b> .....	<b>12</b>
3Ps.....	13
Expectation through the 5 Senses.....	14
Consequences vs. Contracts .....	15
Balancing and Managing Components of Constructive Engagement.....	16
Filling the Engagement G.AP .....	17
Human Service Professional High-Performance Matrix.....	18
Helping Relationship Highway Exchange .....	19
Intentional Teaching .....	20
Intentional Teaching Trifecta .....	21
Intentional Teaching w/ PAWes – Present, Available w/o Excuses .....	22
Supervision of Children and Youth.....	23
Hopegiving CPR.....	24
R.I.P.E. – Redo, Intention, Pause, Emotion.....	25
Geography of Success – Discovering Self, Tolerating Strong Interaction, Plan Developing and Sustaining (Circle version) .....	26
Geography of Success – Discovering Self, Tolerating Strong Interaction, Plan Developing and Sustaining (Grid version) .....	27
H.I.R.E. – Heighten Awareness-Improve Knowledge, and Refine Practice .....	28
P2T Fix and the Cadence of the Conversation .....	29
The Courageous Conversation.....	30
Overcoming F.E.A.R. – False Evidence Appearing Real .....	31
<b>F3 Syndrome and F3 Keys Worksheet</b> .....	<b>32</b>
Forging Solutions Out of Challenges.....	33
End of Shift Checklist.....	34
Staff Supervision and Staff Report Card .....	35-40
Staff Geography of Success Report Card .....	41
Staff Professionalism Report Card .....	42
Intentional Teaching Report Card.....	43
SCS Contract for Attaining My Personal Best® (Grid Form).....	44
SCS Success Contract for Attaining My Personal Best® (Template Form).....	45
SCSSuccess Contract for Attaining My Personal Best® PEPS (Template Form) .....	46
Report Card Summary .....	47



## SECTION 2 - PROFESSIONAL BOUNDARIES

Antidote to PEPS – Challenging Behaviors – T.U.R.N. on the H2O .....	49
Managing The Myriad of Relationships (Adult Version).....	50
Building Relationships – Adult at the Center .....	51
Managing The Myriad of Relationships (Child Version).....	52
Positive Influences/Boundary Adherence Motivational Practices.....	53
Adult Prescribed Behavior .....	54
Continuum of Professional Behavior.....	55
Required Tools of Knowledge/Awareness of Boundaries .....	56
The Boundary Highway .....	57
Forbidden Boundary Violations .....	58
Professionalism Standards by Life Domains .....	59
Grievance Policy Awareness Form.....	60
Let’s Not Fight.....	61
People, Places, and Things for Reporting Immediate Safety Issues.....	62
Cultural Diversity .....	63-65
LGTBQI.....	66
Professional interaction and Engagement Steps (PIES).....	67

---

## SECTION 3 - AS WAS

WHO – SUCCESSFUL INDIVIDUAL TRAITS – PERSON AND THEIR QUALITIES

WHY – GOAL – REASON, PURPOSE AND INTENT

The Past/The Future .....	69
ABCs of Trauma/Dysfunction.....	70
My Life Timeline.....	71
5 Methods of ReMADE Living – Reframing, Mindset, Attitude, Demeanor, Empowerment.....	72-77
Challenging Life Event Worksheet.....	78
Challenging Life Event Worksheet.....	79
Dizzy by Design- ON/OFF .....	80
Foundation/Layer.....	81
R.I.P.E.....	82
Courage Pathway.....	83
Life’s Chase .....	84
Snapshot Made Possible by... ..	85

## SECTION 4 - AS IS

WHAT - PRACTICES - TECHNIQUES AND METHODS

WHERE - VENUE - LOCATION AND PLACE

Best Learning.....	87
EST - Existing, Surviving and Thriving - What do you spend your time doing?.....	88
RIPP - Risk, Incidents, Privileges and Perseverance.....	89
Which house do you live in? Which house are you building? (simple format).....	90
Which house do you live in? Which house are you building? (detailed format).....	91
Engagement of Life Principles and Practices (Overview).....	92
Engagement of Life Principles and Practices Worksheet.....	93
Whole Person/Life Domains.....	94
Dimensions of the Real Story.....	95
Dimensions of the Real Story Worksheet.....	96
The M.A.Z.E. - Mind Altering Zigzag Experience.....	97
DID/ICI.....	98
S3 - Speak, SAFE and Service.....	99
Pathway to Solutions Diagram (PTSD).....	100
Levels of Connection.....	101
Righteous Predatory Stealers10.....	102
Righteous Predatory Stealers10 Worksheet.....	103
Righteous Predatory Stealers of Greed10 with Life Domains.....	104
Prohibitive Interaction Strategies (PIP).....	105
Life's Real Deal.....	106
BAMS Score.....	107
Human Connection Continuum.....	108
Tator Board.....	109
"S" Score.....	110
Hidden Cs.....	111
Conflict Management Spectrum.....	112
Conflict Resolution.....	113
Water Me - H2O ME - Humility, Humor, Optimism, Mindfulness and Empowerment.....	114
Life H.I.R.E.....	115
5 Senses.....	116
P2T Fix - persons, places, and things.....	117-118
PCP - Power, Control and Position.....	119
Life's Implementation and Learning Cycle.....	120-122
Situational Analysis Report Card.....	123
Life's Window.....	124
Situational Crossroads.....	125
AWE - Accepting What Exists.....	126
Traits.....	127
Leadership and Management Styles.....	128
Leadership's Solution Matrix.....	129
Let's Not FIGHT.....	130
Sources of Information/Control Systems/Learning Process.....	131

## SECTION 4 (CONTINUED)

SCAMM - Situation Centered Around Mindset and Maturity .....	132
Life Inhibitors/Life Inciters.....	133-135
Hurt People Hurt People .....	136
For Who Do I Cry.....	137
AS3 Book Series.....	138
C.U.R.E. vs. Challenge.....	139
4Ms of Safety .....	140
4Ms of Safety (detailed).....	141
C.A.T. Walk of a Lifetime .....	142
C.A.T. Walk of a Lifetime (detailed).....	143
A.U.T.O./A.W.E .....	144
The Library of the Known/The Library of the Unknown.....	145
Situations Decision Points .....	146
Life Friction Points (LFP).....	147
L.O.L- Loneliness of Leadership.....	148
MY B.A.D (Battling Acceptance and Denial).....	149
The “Tic Tock” of Time! .....	150
E3 Pathway .....	151
Confidence UP! (Innovative Thinking and Living) .....	152
My Life’s Covering for Success.....	153
Family of 3.....	154
A3 Interactions.....	155
SOS-Suppression Oppression of Self .....	156
My Life’s Cover .....	157
Tic Tock of Time.....	158
Time (Simple).....	159
Time (Detailed).....	160
R.A.R.E. Gateway Staple Expectations and Understandings.....	161
Relationship Pyramid.....	162
RID (Reason, Impact, Destiny) .....	163
Grand5 Closest Friends Struggle to Overcome Worksheet.....	164
Regulate/Regulator .....	165-166
Regular vs. Irregular Report Card.....	167
The “Setting Your Spirit” Pathway of Questions .....	168
Hits to Your Power and Position.....	169
Avoid: Second Rate Solutions to Catastrophic Problems .....	170
ABC’s of Life Know .....	171
Accountability .....	172
Arrest your challenging feelings, thoughts & behaviors.....	173
Attaining Your Life’s Best Through Knowledge.....	174
Challenged or Positive Grooming (FARCP) is about.....	175
Conceptual Underpinnings .....	176
Connections.....	177
Emotion/Thoughts List.....	178

## SECTION 4 (CONTINUED)

Empowerment Theory and Practice .....	179
FITT .....	180
Labels, Lies, and Liabilities vs. Acceptance, Answers, and Assets .....	181
Life Path Crossroad.....	182
Life's Anchors .....	183
Pathways .....	184
Performing vs. Storming .....	185
Six Programming Questions.....	186
The Cliffs of Accountability.....	187
The Right Person.....	188
The Ripe Picker .....	189
Thoughts, Feelings, and Behaviors .....	190
Vocabulary of Emotions .....	191
We need to distinguish which time is it?.....	192
What you water is what you will grow! H2O ME- Water Me .....	193
What you water will grow.....	194
Who are we serving/supporting .....	195

---

## SECTION 5 - AS WILL BE

WHEN - CIRCUMSTANCE - TIMING AND ELEMENTS

HOW - SENSIBILITIES - BEHAVIORS AND THOUGHTS

Keep Your Friends Closest .....	197
Steps .....	198
Permissibilities .....	199
G.R.A.B.S. vs. A.S.K. ....	200
Attaining Your Personal Best® Highway.....	201
Roadmap of Attaining Your Personal Best .....	202
WOW Factor - With Out Words.....	203-204
I <sup>3</sup> .....	205
WRAP .....	206
Attaining Your Personal Best®I3 Scale & Report Card.....	207
Righteous Predatory StealersI0 Scale & Report Card.....	208
8 Domains Scale & Report Card.....	209
5 Closest Friends Scale & Report Card .....	210
5 Distant Enemies Scale and Report Card .....	211
Five Closest Friends .....	212
Five Closest Friends (centered) with Life Domains.....	213
Five Closest Friends with Life Domains (list).....	214
Beyond RAP/Above PAR/Exceed the CAP .....	215
Personal AWESOME Report Card.....	216
Slow Your Roll.....	217
No is about F.I.T. and Fixin' things.....	218
T3 - Time, Talents and Treasures.....	219

## SECTION 5 (CONTINUED)

One's Life Transformation Process - The Art of Responsibility.....	220
The Art of Displacement.....	221
<b>6Ms of Success.....</b>	<b>222</b>
Navigator's Pledge.....	223
The 5Rs of Absolute Success in Life.....	224
The Affordability Factor - Major Tenets.....	225
Economy and Currency of Engagement.....	226
Diversity - The Challenge.....	227
Diversity - The Solution.....	228
<b>KCPR-Knowledge, Consequences, Possibilities, and Requirements.....</b>	<b>229</b>
Cornerstone Understandings.....	230
Ask, Consider, and Tackle (ACT).....	231
Personal Best-Managing Your "PC".....	232
Positive Perspective.....	233
The LifeKnow WARMUP.....	234
5GPS-Action Cycle for Success, SHOWUP, Types of Interaction, ITM Scoreboard, and Doorways to Success.....	235-240
<b>4Cs of Change\Worksheet.....</b>	<b>241-242</b>
<b>4C's of Oppression\Worksheet.....</b>	<b>243-244</b>
DS3.....	245
K3.....	246
Stories About.....	247
Where are you going?.....	248-249
Highway of PPITTs/Highway of Hope.....	250
Road to Success.....	251
<b>Success Map.....</b>	<b>252</b>
Life's Learning Process.....	253
<b>8 Domain Plan.....</b>	<b>254</b>
Onwards Steps of Living.....	255
B4 Model of Everyday Living.....	256
Beginning With AIM/AIM to own Cycle.....	257
Essential Relationship Domain.....	258
Solution To Dialogue.....	259
Prosperity: The Prosperous10.....	260
Prosperity Funnel.....	261
Behavioral Change Schema/Counseling Pointers/Information Timing.....	262
No More, Never Again, Enough is Enough - It's Resolve T.I.M.E.....	263
The Best Me (TBM).....	264
Lift Up.....	265
E3 Life Changing Trail.....	266
Pushing through to Success.....	267
Aspirations8.....	268-269
6 Questions.....	270
LIMIT-Living in the Moment of Intention Thoughts.....	271

## SECTION 5 (CONTINUED)

Past, Present and Possibilities .....	272
UMM - Understanding Me Mindset.....	273
Lifeknow 6 Elements of Success (circles) .....	274
LifeKnow 6 Elements of Success (grid).....	275
Trifecta of Sustained Success (TOSS) .....	276
WAR/R.A.W. Plan.....	277
C.E.O.....	278
C.E.O.'s PAD .....	279
Geography of Success Contract for Attaining My Personal Best* (Grid Form) .....	280
Geography of Success Report Card.....	281
F3 Syndrome and F3 Keys Worksheet .....	282
Readiness Focus Worksheet.....	283
My Promise .....	284
Life's Cover for Solutions .....	285
Capacity <sup>3</sup> .....	286
Capacity <sup>3</sup> Report Card.....	287
Lifeknow Strategy Reconciliation .....	288
Geography of Success Challenge Card .....	289
Stairs to Success .....	290
Life Principles.....	291
Where are you going?.....	292
The Journey of a Humble and Grateful Navigator .....	293
ConfidenceUP!- HOPE Is Always One Step Away (Detailed).....	294
ConfidenceUP!- HOPE Is Always One Step Away (Fill in blank).....	295
4Ms of Safety Plan.....	296
The Trifecta of Success .....	297
Mantra.....	298
Words/Works .....	299
The "I" Factor.....	300
Family of 3.....	301
Waking Up Highway .....	302
Facing Forward.....	303
Life's Arrangements.....	304
Successful People .....	305
Be Careful of the World You Wish for and Permit - You Will Have to Live In It.....	306
Endure with Eagerness and Enthusiasm.....	307-308
15 Up versus 15 Down.....	309
3D Journey Toward Destiny .....	310
ARE- You Ready for Greatness?.....	311
Geography of Success Contract for Attaining My Personal Best.....	312
Intentional Engagement Practice (IEP) Worksheet.....	313
Planning 4 M's Plan .....	314
R3- Rejoice, Reclaim, and Renew .....	315
The Apology, The Spend, and The Build.....	316
The Spend .....	317

## SECTION 5 (CONTINUED)

What does “WINNING” mean to you? .....	318
<b>Winning Strategies: A Clue Search Puzzle .....</b>	<b>319</b>
I A.M. E.T .....	320
Stages of Behavioral Change/Engagement.....	321
Compound Engagement All Things Considered .....	322
Stages of Engagement (Safe Hope Focus on Success).....	323
Confidence Camouflages or Highlights.....	324
PeopleSpeaks .....	325
Personal Mapping .....	326
Costumization .....	327
Pulling It All Together .....	328
Bringing It All Together, Together Bring It All.....	329
Circumstance Improvement Steps (CIS).....	330



## FOREWORD

We have worked over the last 25 years to develop methods and modalities of engagement by professionals in the lives of the individuals and staff. This book serves as a compilation of those efforts. We have been and continue to be committed to truly leaving no individuals or staff behind. The development of over 200 engagement options denotes this. We want to ensure every angle and dimension is considered in overcoming or celebrating the circumstance and challenge that exists.



It is our hope that you find these materials of beneficial use.

All the best.

A handwritten signature in black ink, reading "Nathaniel J. Williams". The signature is written in a cursive style with a horizontal line underneath.

**Nathaniel J. Williams, Ed.D., MHS, MPA, MBA**  
**Founder and President/CEO**



# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Develop and Sustain a Plan

## Navigating Self & Others (NSO)

### Tolerate Strong Interactions

### Discover Self

#### The (AC) - Artificial Ceiling

*"the only person standing in your way is you - you must break free and stay free"*

#### As Was

#### Who - Successful Individual Traits - Person and Their Qualities

#### Why - Goal - Reason, Purpose and Intent Foundation/Fundamentals

The Past/The Future  
ABCs of Trauma/Dysfunction  
My Life Timeline  
5 Methods of ReMADE Living  
- Reframing, Mindset, Attitude, Demeanor, Empowerment

Challenging Life Event Worksheet  
Dizzy by Design- ON/OFF Foundation/Layer R.I.P.E.  
Courage Pathway  
Life's Chase  
Snapshot Made Possible By

#### Conversation Themes:

- Least Common Denominator
- Flipping Life Forward backwards
- Adequacy/Transparency
- Story Telling
- As Was, As Is, As Will Be
- And/Ors
- Obligation vs. Opportunity
- Interdependence
- Mission/Permission
- Things are always arranged
- Self-Reconciliation
- Cliffs
- Wisdom, Words, and Ways

#### The (WAS) - Winning Adopted Strategy

*"you can only do what you know - you need to know more so you can do the most"*

#### What - Practices - Techniques and Methods Where - Venue - Location and Place Current Successes/Challenges

EST - Existing, Surviving and Thriving  
RIPP - Risk, Incidents, Privileges and Perseverance  
Which house do you live in? Which house are you building?  
Which house do you live in? Which house are you building? (detailed)  
Engagement of Life Principles and Practices (Overview)  
Engagement of Life Principles and Practices Worksheet  
Whole Person/Life Domains  
Dimensions of the Real Story Worksheet  
The M.A.Z.E. - Mind Altering Zigzag Experience  
S3 - Spaski, SAFE and Service Pathway to Solutions Diagram (PTSD)  
Levels of Connection  
Righteous Predatory Stealers10  
Prohibitive Interaction Strategies (PIP)  
Life's Real Deal  
BAMS Score  
Human Connection Continuum  
Tator Board  
"S" Score  
Hidden Cs  
Conflict Management Spectrum  
Conflict Resolution  
Water Me - H2O ME - Humility, Humor, Optimism, Mindfulness and Empowerment  
Life H.I.R.E.  
5 Senses  
P2T Fix - persons, places, and things  
PCP - Power, Control and Position  
Life's Implementation and Learning Cycle

Situational Analysis Report Card  
Life's Window  
Situational Crossroads  
AWE - Accepting What Exists  
Traits  
Leadership and Management Styles  
Leadership's Solution Matrix  
Let's Not FIGHT  
Sources of Information/Control Systems  
Learning Process  
SCAMM - Situation Centered Around Mindset and Maturity  
Life Inhibitors/Life Inciters  
Hurt People Hurt People  
For Who Do I Cry  
A33 Book Series  
C.U.R.E. vs. Challenge  
4Ms of Safety  
4Ms of Safety (detailed)  
C.A.T. Walk of a Lifetime  
C.A.T. Walk of a Lifetime (detailed)  
A.U.T.O./A.W.E  
The Library of the Known/  
The Library of the Unknown  
Situations Decision Points  
Life Friction Points (LFP)  
L.O.L. - Loneliness of Leadership  
M.Y.B.A.D. (Battling Acceptance and Denial)  
The "Tic Tock" of Time!  
E3 Pathway  
Confidence UPI (Innovative Thinking and Living)  
My Life's Covering for Success  
Family of 3  
A3 Interactions  
My Life's Cover  
Tic Tock of Time  
Time (Simple)  
Time (Detailed)

R.A.R.E. Gateway Staple Expectations and Understandings  
Relationship Pyramid  
RID (Reason, Impact, Destiny)  
Grand5 Closest Friends Struggle to Overcome Worksheet  
Regulate/Regulator  
Regular vs. Irregular Report Card  
The "Setting Your Spirit" Pathway of Questions  
Hits to Your Power and Position  
Avoid: Second Rate Solutions to Catastrophic Problems  
ABC's of Life Know  
Accountability  
Arrest your challenging feelings, thoughts & behaviors  
Attaining Your Life's Best Through Knowledge  
Challenged or Positive Grooming (FARCP) is about  
Conceptual Underpinnings  
Connections  
Emotion/Thoughts List  
Empowerment Theory and Practice  
FIT  
Labels, Lies, and Liabilities vs. Acceptance, Answers, and Assets  
Life Path Crossroad  
Life's Anchors  
Pathways  
Performing vs. Storming  
Six Programming Questions  
The Cliffs of Accountability  
The Right Person  
The Ripe Picker  
Thoughts, Feelings, and Behaviors  
Vocabulary of Emotions  
We need to distinguish which time is it?  
What you water is what you will grow!  
H2O ME: Water Me  
What you water will grow  
Who are we serving/supporting

#### Conversation Themes:

- Ministry (Servant) vs. Jealousy (Slick)
- Contrasts
- Implied vs. Explicit
- Oblivious vs. Deliberate
- Silence No More
- Fear/Faith
- Strategic/Surgical
- Bold and Brazen vs. Reluctant and Unwilling
- Equifinality
- Not knowing/Ignorance

**The (GAS) - The Genuine Authentic Self**  
*"if you don't have a plan, you always be working for a person, place, or thing that does - you need to develop and maintain a plan of success like no other"*

#### When - Circumstance - Timing and Elements How - Sensibilities - Behaviors and Thoughts Potential/Future Plans

Keep Your Friends Closest Steps  
Permissibilities  
G.R.A.B.S. vs. A.S.K.  
Attaining Your Personal Best® Highway  
Roadmap of Attaining Your Personal Best  
WOW Factor - With Out Words  
WRAP  
Attaining Your Personal Best®13 Scale & Report Card  
Righteous Predatory Stealers10 Scale & Report Card  
8 Domains Scale & Report Card  
5 Closest Friends Scale & Report Card  
5 Distant Enemies Scale and Report Card  
Five Closest Friends  
Beyond RAP/Above PAR/Exceed the CAP  
Personal AWESOME Report Card  
Slow Your Roll  
No is about F.I.T. and Fixin' things  
T3 - Time, Talents and Treasures  
One's Life Transformation Process -  
The Art of Responsibility  
The Art of Displacement  
6Ms of Success  
Navigator's Pledge  
The 5Rs of Absolute Success in Life  
The Affordability Factor - Major Tenets  
Economy and Currency of Engagement  
Diversity - The Challenge  
Diversity - The Solution  
KCPR-Knowledge, Consequences, Possibilities, and Requirements  
Cornerstone Understandings  
Ask, Consider, and Tackle (ACT)  
Personal Best-Managing Your PCP  
Positive Perspective  
The LifeKnow WARMUP  
5GPs-Action Cycle for Success, SHOWUP,  
Types of Interaction, ITM  
Scoreboard,  
and Doorways to Success  
4Cs of Change/Worksheet  
4Cs of Oppression/Worksheet  
DS3  
K3  
Stories About.....  
Where are you going?  
Highway of PPIITs/Highway of Hope  
Road to Success  
Success Map  
Life's Learning Process  
8 Domain Plan  
Onwards Steps of Living  
B4 Model of Everyday Living  
Beginning With AIM/AIM to own Cycle  
Essential Relationship Domain Solution To Dialogue  
Prosperity: The Prosperous10 Prosperity Funnel  
Behavioral Change  
Schema/Counseling  
Pointers/Information Timing  
No More...  
The Best Me (TBM)  
Life Up....  
E3 Life Changing Trail  
Pushing through to Success  
Aspirations8  
6 Questions  
LIMIT-Living in the Moment of Intention  
Thoughts  
Past, Present and Possibilities  
UMM-Understanding Me Mindset  
LifeKnow 6 Elements of Success (2)  
circles/Grind  
Triquets of Sustained Success (TOS)  
WAR/R/A/W. Plan  
C.E.O.'s PAD  
Geography of Success Contract for Attaining  
My Personal Best® (Grid Form)  
Geography of Success Contract for Attaining  
My Personal Best® (Report Card)  
F3 Syndrome and F3 Keys Worksheet  
Readiness Focus Worksheet  
My Promise  
Life's Cover for Solutions  
Capacity3  
Capacity3 Report Card  
LifeKnow Strategy Reconciliation  
Geography of Success Challenge Card  
Stairs to Success  
Life Principles  
Where are you going?  
The Journey of a Humble and Grateful Navigator  
ConfidenceUP!- HOPE (Detailed)  
ConfidenceUP!- HOPE (Fill in blank)  
4Ms of Safety Plan  
The "1" Factor  
Mantra  
Words/Works  
The "1" Factor  
Family of 3  
Waking Up Highway  
Facing Forward  
Life's Arrangements  
Successful People  
Be Careful of the World You Wish for and Permit  
- You Will Have to Live In It  
Endure with Eagerness and Enthusiasm  
15 Up versus 15 Down  
3D Journey Toward Destiny  
ARE- You Ready for Greatness?  
Geography of Success Contract for Attaining My personal Best  
Intentional Engagement Practice (IEP) Worksheet  
Planning 4 Ms Plan  
R3- Rejoice, Reclaim, and Renew  
The Apology, The Spend, and The Build  
The Spend  
What does "WINNING" mean to you?  
Winning Strategies: A Clue  
Search Puzzle  
I A M E T  
Stages of Behavioral Change/  
Engagement  
Compound Engagement All Things Considered  
Stages of Engagement (Safe Hope Focus on Success)  
Confidence Camouflages or Highlights  
PeopleSpeaks  
Personal Mapping  
Customization  
Pulling It All Together  
Bringing It All Together  
Circumstance Improvement Steps (CIS)

#### Conversation Themes:

- Being Right vs. Doing Right
- Surrender
- Opposition
- Urgency
- Cheapening the Moment
- Journey vs. Destination
- Five Closest Friends
- Dual Relationships
- Legitimacy
- Rules
- Excess vs. Zero
- Sponsorship
- Right Person, Right Time, and Right Words
- Accountability

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

### Discover Self

#### The (AC) - Artificial Ceiling

*"the only person standing in your way is you -  
you must break free and stay free"*

#### As Was

**Who - Successful Individual Traits - Person and  
Their Qualities**

**Why - Goal - Reason, Purpose and Intent**

**Foundation/Fundamentals**

The Past/The Future  
ABCs of Trauma/Dysfunction  
My Life Timeline  
5 Methods of ReMADE Living  
- Reframing, Mindset, Attitude,  
Demeanor, Empowerment

Challenging Life Event Worksheet  
Dizzy by Design- ON/OFF  
Foundation/Layer  
R.I.P.E.  
Courage Pathway  
Life's Chase  
Snapshot Made Possible By

#### Conversation Themes:

- Least Common Denominator
- Flipping Life Forward backwards
- Adequacy/Transparency
- Story Telling
- As Was, As Is, As Will Be
- And/Ors
- Obligation vs. Opportunity
- Interdependence
- Mission/Permission
- Things are always arranged
- Self-Reconciliation
- Cliffs
- Wisdom, Words, and Ways

## Tolerate Strong Interactions

### The (WAS) - Winning Adopted Strategy

*"you can only do what you know -  
you need to know more so you can do the most"*

#### What - Practices - Techniques and Methods

#### Where - Venue - Location and Place

#### Current Successes/Challenges

Best Learning	Situational Analysis Report Card	R.A.R.E. Gateway Staple Expectations and Understandings
EST - Existing, Surviving and Thriving	Life's Window	Relationship Pyramid
RIPP - Risk, Incidents, Privileges and Perseverance	Situational Crossroads	RID (Reason, Impact, Destiny)
Which house do you live in? Which house are you building?	AWE - Accepting What Exists Traits	Grand5 Closest Friends Struggle to Overcome Worksheet
Which house do you live in? Which house are you building? (detailed)	Leadership and Management Styles	Regular vs. Irregular Report Card
Engagement of Life Principles and Practices (Overview)	Leadership's Solution Matrix	The "Setting Your Spirit" Pathway of Questions
Engagement of Life Principles and Practices Worksheet	Let's Not FIGHT	Hits to Your Power and Position Avoid: Second Rate Solutions to Catastrophic Problems
Whole Person/Life Domains	Sources of Information/Control Systems/ Learning Process	ABC's of Life Know Accountability
Dimensions of the Real Story	SCAMM - Situation Centered Around Mindset and Maturity	Arrest your challenging feelings, thoughts & behaviors
The M.A.Z.E. - Mind Altering Zigzag Experience DID/ICI	Hurt People Hurt People For Who Do I Cry AS3 Book Series	Attaining Your Life's Best Through Knowledge
S3 - Speak, SAFE and Service	C.U.R.E. vs. Challenge	Challenged or Positive Grooming (FARCP) is about
Pathway to Solutions Diagram (PTSD) Levels of Connection	4Ms of Safety ( detailed)	Conceptual Underpinnings Connections
Righteous Predatory Stealers10	C.A.T. Walk of a Lifetime	Emotion/Thoughts List
Prohibitive Interaction Strategies (PIP) Life's Real Deal	C.A.T. Walk of a Lifetime (detailed)	Empowerment Theory and Practice FITT
BAMS Score	A.U.T.O/ A.W.E	Labels, Lies, and Liabilities vs. Acceptance, Answers, and Assets
Human Connection Continuum	The Library of the Known/ The Library of the Unknown	Life Path Crossroad
Tator Board	Situations Decision Points	Life's Anchors Pathways
"S" Score	Life Friction Points (LFP)	Performing vs. Storming
Hidden Cs	L.O.L- Loneliness of Leadership	Six Programming Questions
Conflict Management Spectrum	MY B.A.D (Battling Acceptance and Denial)	The Cliffs of Accountability
Conflict Resolution	The "Tic Tock" of Time! E3 Pathway	The Right Person
Water Me - H2O ME - Humility, Humor, Optimism,	Confidence UP! ( Innovative Thinking and Living)	The Ripe Picker
Mindfulness and Empowerment	My Life's Covering for Success Family of 3	Thoughts, Feelings, and Behaviors
Life H.I.R.E.	A3 Interactions	Vocabulary of Emotions
5 Senses	SOS-Suppression Oppression of Self	We need to distinguish which time is it?
P2T Fix - persons, places, and things	My Life's Cover	What you water is what you will grow!
PCP - Power, Control and Position	Tic Tock of Time	H2O ME- Water Me
Life's Implementation and Learning Cycle	Time (Simple)	What you water will grow
	Time (Detailed)	Who are we serving/supporting

#### Conversation Themes:

- *Ministry (Servant) vs. Jealousy (Slick)*
- *Contrasts*
- *Implied vs. Explicit*
- *Oblivious vs. Deliberate*
- *Silence No More*
- *Fear/Faith*
- *Strategic/Surgical*
- *Bold and Brazen vs. Reluctant and Unwilling*
- *Equifinality*
- *Not knowing/Ignorance*



## Develop and Sustain a Plan

### The (GAS) - The Genuine Authentic Self

*"if you don't have a plan, you always be working for a person, place, or thing that does - you need to develop and maintain a plan of success like no other"*

### When - Circumstance - Timing and Elements How - Sensibilities - Behaviors and Thoughts Potential/Future Plans

Keep Your Friends Closest Steps	and Doorways to Success	Geography of Success Challenge Card
Permissibilities	4Cs of Change\Worksheet	Stairs to Success
G.R.A.B.S. vs. A.S.K.	4C's of Oppression\Worksheet	Life Principles
Attaining Your Personal Best® Highway	DS3	Where are you going?
Roadmap of Attaining Your Personal Best	K3	The Journey of a Humble and Grateful Navigator
WOW Factor - With Out Words <sup>13</sup>	Stories About.....	ConfidenceUP!- HOPE (Detailed)
WRAP	Where are you going?	ConfidenceUP!- HOPE (Fill in blank)
Attaining Your Personal Best®13 Scale & Report Card	Highway of PPITTs/Highway of Hope	4Ms of Safety Plan
Righteous Predatory Stealers10 Scale & Report Card	Road to Success	The Trifecta of Success Mantra
8 Domains Scale & Report Card	Success Map	Words/Works
5 Closest Friends Scale & Report Card	Life's Learning Process	The "I" Factor
5 Distant Enemies Scale and Report Card	8 Domain Plan	Family of 3
Five Closest Friends	Onwards Steps of Living	Waking Up Highway
Beyond RAP/Above PAR/Exceed the CAP	B4 Model of Everyday Living	Facing Forward
Personal AWESOME Report Card	Beginning With AIM/AIM to own Cycle	Life's Arrangements
No is about F.I.T. and Fixin' things	Essential Relationship Domain	Successful People
T3 - Time, Talents and Treasures	Solution To Dialogue	Be Careful of the World You Wish for and Permit
One's Life Transformation Process -	Prosperity: The Prosperous10	- You Will Have to Live In It
The Art of Responsibility	Prosperity Funnel	Endure with Eagerness and Enthusiasm
The Art of Displacement	Behavioral Change	15 Up versus 15 Down
6Ms of Success	Schema/Counseling	3D Journey Toward Destiny
Navigator's Pledge	Pointers/Information Timing	ARE- You Ready for Greatness?
The 5Rs of Absolute Success in Life	No More...	Geography of Success Contract for Attaining My personal Best
The Affordability Factor - Major Tenets	The Best Me (TBM)	Intentional Engagement Practice (IEP) Worksheet
Economy and Currency of Engagement	Lift Up.....	Planning 4 M's Plan
Diversity - The Challenge	E3 Life Changing Trail	R3- Rejoice, Reclaim, and Renew
Diversity - The Solution	Pushing through to Success	The Apology, The Spend, and The Build
KCPR-Knowledge, Consequences, Possibilities, and Requirements	Aspirations8	The Spend
Cornerstone Understandings	6 Questions	What does "WINNING" mean to you?
Ask, Consider, and Tackle (ACT) Personal Best-Managing Your "PC"	LIMIT-Living in the Moment of Intention Thoughts	Winning Strategies: A Clue Search Puzzle
Positive Perspective	Past, Present and Possibilities	I A.M E.T
The LifeKnow WARMUP	UMM-Understanding Me Mindset	Stages of Behavioral Change/Engagement
5GPS-Action Cycle for Success, SHOWUP,	Lifeknow 6 Elements of Success (2)	Compound Engagement All Things Considered
Types of Interaction, ITM Scoreboard,	circles/Grid	Stages of Engagement (Safe Hope Focus on Success)
	Trifecta of Sustained Success (TOSS)	Confidence Camouflages or Highlights
	WAR/R.A.W. Plan	PeopleSpeaks
	C.E.O.'s PAD	Personal Mapping
	Geography of Success Contract for Attaining	Costumization
	My Personal Best* (Grid Form)	Pulling It All Together
	Geography of Success Contract for Attaining	Bringing It All Together
	My Personal Best* (Report Card)	Circumstance Improvement Steps (CIS)
	F3 Syndrome and F3 Keys Worksheet	
	Readiness Focus Worksheet	
	My Promise	
	Life's Cover for Solutions	
	Capacity3	
	Capacity3 Report Card	
	Lifeknow Strategy Reconciliation	

#### Conversation Themes:

- Being Right vs. Doing Right
- Surrender
- Opposition
- Urgency
- Cheapening the Moment
- Journey vs. Destination
- Five Closest Friends
- Dual Relationships
- Legitimacy
- Rules
- Excess vs. Zero
- Sponsorship
- Right Person, Right Time, and Right Words
- Accountability

**SECTION 1**  
**ROLE OF AN**  
**ENGAGEMENT AND**  
**OPPOURTUNITY**  
**PROFESSIONAL**

## Why choose Spectrum Community Services?

We believe that  
EVERYONE has  
unlimited potential.


We believe that, together,  
we can promote your  
community membership.

We respect and  
honor your choice  
and your voice.



Proudly Funded by:

- Berks County Mental Health/Mental Retardation Program
- Service Access and Management, Inc.
- Carbon-Monroe-Pike Mental Health/Mental Retardation Program
- Lehigh County Mental Health/Mental Retardation Program
- City of Philadelphia Department of Behavioral Health and Mental Retardation Services



"Helping people  
reach their  
potential."



## Our mission and goal.

The mission of Spectrum Community Services, Inc. is to provide individually based high quality services and supports to people with developmental disabilities and the economically challenged. **Our goal is to "Help People Reach Their Potential" with a "whatever it takes" attitude.**

Recognizing that each individual has distinct needs and desires, Spectrum Community Services, Inc. is committed to the belief that each person, no matter what their disability, has dreams and hopes, likes and dislikes. Through knowledge, friendship, and collaboration, we advocate for person/family autonomy through the principles of self determination. Our program is person-centered and individual-focused.

## Who are we?

Spectrum Community Services, Inc. serves the needs of individuals with disabilities and the economically challenged. We support individuals with residential and day service options. People can be referred to Spectrum Community Services, Inc. by the local Mental Health/Mental Retardation Program or via self referrals.

## Spectrum Community Services provides a wide variety of options.

### Community Group Homes

(also known as "community living arrangements")

These are small home settings in the community where people live in a "family type setting." The purpose of these programs is to teach people to become more independent while providing them with the more intense staff support required to "help them reach their potential."

### Life Sharing

(also known as "family living")

This is an option where a person chooses to live with a family and receives all the supports they would in a community home but with the added emphasis of being part of another family unit. This support affords an individual the opportunity to learn and grow with the support of an additional well trained and thoroughly screened family. This does not replace the natural family but accents it.

### Supported Living

This residential support option is available to individuals who require less than 30 hours of direct staff support per week. These individuals reside in their own apartments or their own homes and staff support them as needed.

### Respite Care

This option provides a family or care-giver a break from the everyday routine that caring for another person can create. Individuals are cared for in either a community home or in a private respite care provider's home.

### Day Support

Spectrum Community Services, Inc. provides day supports in a licensed setting. This program of supports is designed to include utilization of community participation, self-dignity, and independence. Full community inclusion of each individual is promoted. Information, training, and services are provided to enhance opportunity for informed choice regarding service options.

## Our goal is your goal.

Spectrum Community Services, Inc. recognizes the need for, and is committed to the development of individually tailored services and supports to meet your needs.

## Working Together- Growing Together

**Spectrum Community Services, Inc. values the significance of team processes.**

We recognize that most important to the team process is the individual receiving supports, and his/her families and friends and as such, work collaboratively with all stakeholders in a person's life to enhance and enrich an individual's life.

### Berks Programs

Merritt Parkway  
Wilson Avenue  
Quince Street  
Showers Road  
Weidman Avenue  
Moyer Avenue  
Old Lancaster Pike  
Lancaster Avenue  
New Castle Drive  
Octagon Avenue  
Tamarick Trail

### Carbon, Monroe and Pike County

West Diaz  
Held Street  
Kipling Lane  
Maple Drive  
Pine Street  
Broad Mountain View  
Mahoning Drive  
Mahoning Avenue

### Philadelphia Region

Gilliam Avenue  
102 Race  
110 Race  
316 Presidential  
516 Presidential  
702 Presidential  
2716 Presidential  
3002 Presidential  
Terrace Lane  
Hill Road

### Lycoming and Clinton County - Williamsport

Mall Road  
Euclid  
Woodmont  
West Fourth  
Huffman Street  
Vista Road

### Group Homes

24 hours staffing in Office of Developmental Program license facilities and known as Certified Living Arrangements (CLA). Individuals served are of various ages ranging from 18 and up. Average of two individuals per homes having diagnosis of intellectual disabilities. Staff are responsible to provide each person served an individualized "Everyday Life" with participation in the community and home like environment. Great emphasis is placed on our homes looking like "home" and not an institution.

### Day Programs

Our day programs operate to provide individuals an atmosphere of support for community and social activities during the hours of 9am-3pm. Individuals are offered more than 25% participation in planned community activity.

### Family Living/Lifesharing

Designed for individuals who desire a family oriented lifestyle. Our independently contracted families provide a nurturing, caring, friendly atmosphere. Individuals are able to receive consistent connection with their "family" of mutual choice. Each have met and decided to create a life in the community that satisfies the needs of the individual.

### Executive Office

7310 Tilghman Street  
Suite 300  
Allentown, PA 18106  
484-893-5050

### Offices

#### Lycoming/Clinton

353 Pine Street, Suite 2  
Williamsport, PA 17701  
610-717-5719

#### Philadelphia

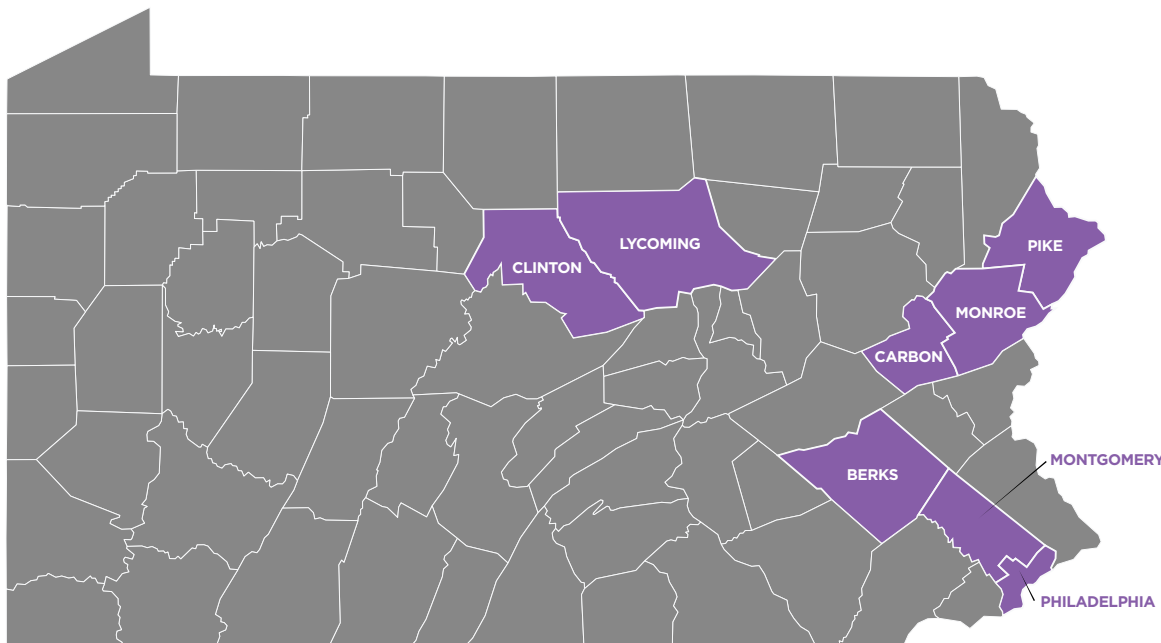
718 Arch Street, 6N  
Philadelphia, PA 19106  
610-372-0776

#### Berks

2921 Windmill Road, Suite 1  
Sinking Spring, PA 19608  
610-372-0776

#### Carbon/Monroe/Pike

1554 State Route 903  
Jim Thorpe, PA 18229  
610-717-4981





## SAFELY REDUCING CONGREGATE CARE AND OUT OF COUNTY PLACEMENTS CHALLENGES AND OPPORTUNITIES

### CAPACITY<sup>3</sup>

#### CARE

#### CONCERN

#### CONNECT

Align Services and Supports Intentions

**Ensure Consistent Culture of Caring**  
*(Free from Abuse and Neglect)*

**Staying The Course With A Focus on The Future**

*(Avoiding AWOLing)  
(Develop and Sustain a Plan That Spans and Considers the First 20 Years of Life and the Next 60)*

**Emotion and Conflict Management**

*(Discover Self and Tolerate Strong Interactions)*

Align Adults and Families Mindset

Expect nothing less. Know their rights and responsibilities. *Take advantage of any type of resources available during AND after care.*

The individual and family accept the engagement of the system to provide the time limited supports and services that are necessary. The individual and family *know what they want to get out of the circumstance and avoid fighting the reality.*

Learn more about what to do when life appears to be telling you "NO". *Learn how do you turn a "NO" in to a "YES" through community based and multi-modality workshops and seminars.*  
Work to improve the capacity of parents to handle the issues adolescents present.

Align Supportive Adults Mindset

*Recruit, Hire and RETAIN people who are doing this work because it is their purpose - not just their job.*  
Provide services and supports that strengthen the child and family's ability to weather the circumstance and navigate the community system.  
*Mandate training and professional development at all levels of the organization.*

*Engage the individual and families early and consistently in a variety of ways.*  
*Always begin placement with the placement exit strategy in mind. Short intensive stays are the most beneficial. Monthly plans and revisions should be provided with the stated challenge that the goal/task is addressing. The supports and services should be clearly delineated.*

*Earnestly work to pay attention to all interactions. Catch challenges in the early stages.* Make sure options for mediation is known to all.  
Develop a Hub - Center that follows and supports the family's needs during and after congregate care serves as a point of contact to navigate the family's needs as the child exits and stays out of the system.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Engagement Training Process:

### **PART 1**

Completion of the Five  
Closest Friends/H<sub>2</sub>O ME  
(Water Me) Worksheet

Completion of Five Distant  
Enemies/GRABS Worksheet

Reconciliation of the 2 sheets

### **PART 2**

Be Not Afraid ... Be Confident

5 Closest Friends

Role of the Default Response  
and the Intentional Response

Reconciliation of Confidence,  
5 Closest Friends and  
Intentional Response

### **PART 3**

Examine what H<sub>2</sub>O ME/  
Water Me - Humor, Humility,  
Optimism, Mindfulness and  
Empowerment looks like in  
day-to-day life and how to  
manufacture more of it.

Examine what G.R.A.B.S. -  
Grandiosity, Raging,  
Arrogance, Blind and  
Selfishness looks like in  
day-to-day life and how to  
extinguish it.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Engagement - It's All About Alignment/Layout

*The only person you can change is yourself. However, you can inspire and motivate many!*

**Steps**

*(denotes your direction)*

**Process/Permissibilities/  
Dream (PPD)**

*(indicates what is possible)*

**Story/Outcome/  
Desired ASK (SODA)**

*(culminates in a result)*

**5 Closest Friends**

**Satisfy 8 Domains  
of Life**

**Steps are connected to the story  
Outcome is paramount focus  
Desired Affirmation of Self/  
Others and Knowledge**

**The Walk Toward Greatness**

**H<sub>2</sub>O ME**

*(Humor, Humility, Optimism,  
Mindfulness and Empowerment)*

**8 Life Domains**

*(Education, Family/Friends,  
Financial, Spirituality, Health, Recreation,  
Environment, Personal Development)*

**INTENTIONALITY**

*(From Residue To Resolve)*

# STEP UP

## SHOWUP TO ENGAGE PREPARED UNBOTHERED & PROFESSIONAL

The mission of Spectrum Community Services, Inc. is to provide individually based high quality services and supports to people with developmental disabilities and the economically challenged. Our goal is to “Help People Reach Their Potential” with a “whatever it takes” attitude.

Recognizing that each individual has distinct needs and desires, Spectrum Community Services, Inc. is committed to the belief that each person, no matter what their disability, has dreams and hopes, likes and dislikes. Through knowledge, friendship, and collaboration, we advocate for person/family autonomy through the principles of self determination. Our program is person-centered and individual-focused.

### 3 Foundational Points of STEP UP

- Regardless of the position we are all Engagement & Opportunity Workers and are expected to assist the programs in all facets and capacities.
- I understand that I must embrace and apply the technology that is provided in the Spectrum Community Services Manual, Trainings and Personal Development Sessions.
- I understand that I must be Prompt, Pristine and follow the Particular methods of Thursday Community Development Team meetings and retreats.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

# Individual Rights

## Family & Friends

Individual has the right to **visit with a family.**

Individual has the right to **communicate with family and friends.**

Individual's **visits with family may not be used as a reward or sanction.**

Individual and individual's family **shall not be deprived of any constitutional, specific or civil rights and/or legal right** by reason of admission to the facility.

## Personal Development

Individual shall be **informed of their rights.**

A individual and their family have the right to **raise questions or voice their disagreements** about procedures, care and specific incidents.

Individual and their families shall be **granted communication with Office of Developmental Programs (ODP), APS, etc.**

## Recreation

Individual shall be allowed to **participate in facility activities**, have the **opportunity for physical exercise**, to be **outdoors and to participate in community, social, recreational and religious activities.**

## Financial

A individual is **not required to work** at the facility except for the upkeep of personal living space and share in the care of community living areas and routines.

## Health

Individual has the right to **rehabilitation and treatment.**

Individual has the right to be **free of from excessive medication.**

A individual has the right to **confidential medical treatment.**

## Environment

Individual has the right to be **informed of program rules** of the facility.

Individual shall be provided **clean, seasonal clothing** that is **age and gender appropriate.**

A individual has the right to be **safe, clean and healthy living environment.**

A individual **may not be discriminated against** because of race, color, religious creed, disability, handicap, ancestry, sexual orientation, national origin, age or sex or limited English proficiency.

A individual **may not be abused, mistreated, threatened, harassed or subject to corporal punishment.**

A individual has the right to **receive and send mail.**

**Outgoing mail may not be opened or read by staff members without consent of person.**

**Incoming mail may not be opened or read by staff members.**

A individual shall be **assured privacy in storing of personal property** as long as not suspected to be contraband.

A individual **may not be subjected to unusual or extreme methods of discipline.**

## Education

A individual shall be able to **access intellectually and grade level appropriate education.**

## Spiritual

Individual has the right to **communicate with clergy.**

Individual has the right to **practice the religion or faith of choice, or not to practice any religion or faith.**

# Skills for Life READY FOR LIFE – On your mark, set, go!

Major Readiness Focus	Good Home and Family Life "The Embrace"	Quality Career/ Profession "Taking Care of Business"	Life of Distinction "One Life to Live"	Personal Best "On Top of Your Game"				
Topics	<b>Environment</b> <ul style="list-style-type: none"> <li>• Etiquette</li> <li>• Consequences</li> <li>• Community Time/ Involvement</li> <li>• Clothing Presentation</li> <li>• Laundry</li> <li>• Cooking</li> <li>• Cleaning</li> <li>• Managing Technology</li> <li>• Fire Safety</li> <li>• Emergency Place</li> <li>• Animals</li> <li>• Juvenile vs. Adult Crime</li> <li>• Crime/Criminal Behavior/Records</li> <li>• Legal System/ Court Behavior</li> <li>• House Hunting</li> <li>• Lease Agreements</li> </ul>	<b>Family/Friends</b> <ul style="list-style-type: none"> <li>• Positive Relationships</li> <li>• Forgiveness</li> <li>• Inclusion</li> <li>• Reunions</li> <li>• Blended Families</li> <li>• Traditions</li> <li>• Holidays</li> <li>• Family Tree</li> <li>• Forever Family/Adoption</li> <li>• Babysitting</li> <li>• Child Development</li> </ul>	<b>Financial</b> <ul style="list-style-type: none"> <li>• Volunteer</li> <li>• Bills/Money Mgmt.</li> <li>• Budgeting</li> <li>• Protect Identity</li> <li>• Complex Mail</li> <li>• Emergency Cash</li> <li>• Penalty/Fine</li> <li>• Sales</li> <li>• Public Benefits</li> <li>• Employment</li> <li>• References</li> <li>• Interviewing</li> <li>• Job Search/ Mock Interview</li> <li>• Paychecks</li> <li>• Direct Deposit</li> <li>• Saving vs. Borrowing</li> <li>• Credit/Credit Cards</li> <li>• Credit Report</li> <li>• FICO Score</li> <li>• Co-Signer</li> <li>• Taxes</li> <li>• Disability Insurance</li> <li>• Real Estate</li> <li>• Life Insurance</li> </ul>	<b>Education</b> <ul style="list-style-type: none"> <li>• GPA</li> <li>• Essay Writing</li> <li>• Scholarships/Grants</li> <li>• Pyramid of Choices</li> <li>• Balance Between School &amp; Family</li> <li>• Career Counseling</li> <li>• Degrees</li> <li>• Training Schools/ Programs</li> <li>• Job Corps</li> <li>• Military</li> <li>• College Entrance Exams</li> <li>• SAT Entrance Exam; prep course</li> <li>• FAFSA</li> <li>• Educational Assistance</li> <li>• Care Packages</li> <li>• Credentialing</li> <li>• Budgeting Stipends</li> <li>• Fee Waivers</li> <li>• Information related to interests</li> </ul>	<b>Personal Development</b> <ul style="list-style-type: none"> <li>• Stress</li> <li>• Self-Soothing</li> <li>• Relaxation Techniques</li> <li>• Yoga</li> <li>• First Impressions</li> <li>• Self-Esteem</li> <li>• Communication</li> <li>• Anger Management Skills</li> <li>• Knowing your Limits</li> <li>• Triggers</li> <li>• Relationship Counseling</li> <li>• Motivation</li> <li>• Someone to talk to/ regular check-ins</li> <li>• Cultural Experiences</li> <li>• D&amp;A Counseling</li> <li>• MH Support</li> <li>• Community Resources</li> <li>• Advocacy</li> <li>• Protecting Your Image</li> <li>• Inclusion</li> <li>• Conflict Avoidance/ Resolution</li> <li>• Decision Making/ Problem Solving</li> <li>• Success/Failure Learning</li> <li>• Ability to see gray</li> <li>• Tolerance</li> <li>• Engagement in healing act.</li> <li>• Music Appreciation</li> <li>• Reading</li> <li>• Laughing/Playing/Fun</li> <li>• Personal rituals to ensure safety/empowerment</li> <li>• Creative Groups</li> <li>• Animals</li> <li>• Role Play</li> <li>• Mentor</li> </ul>	<b>Health</b> <ul style="list-style-type: none"> <li>• Personal Hygiene</li> <li>• Nutrition</li> <li>• Balance Diet</li> <li>• Food Safety</li> <li>• Recipes</li> <li>• Equipment</li> <li>• Exercise/Fitness</li> <li>• Family Medical History</li> <li>• Medication/Pharmacies</li> <li>• Sexual Health</li> <li>• STIs</li> <li>• Pregnancy Prevention/ Family Planning</li> <li>• Hospital/Clinic</li> <li>• Dental</li> <li>• Immunizations/Vaccines</li> <li>• 1st Aid</li> <li>• CPR</li> <li>• Heimlich</li> </ul>	<b>Recreation (Hobbies)</b> <ul style="list-style-type: none"> <li>• Hobbies</li> <li>• Board Games</li> <li>• Activities/ Extracurricular Team Sports</li> <li>• Games/Tournaments</li> <li>• Cultural Events</li> <li>• Furthering Personal Skills/Hobbies</li> <li>• Reconnecting with Ones Body: Yoga, Dancing, Arts Crafts, Plays, Talent Shows</li> <li>• Vacation/Travel</li> </ul>	<b>Spirituality</b> <ul style="list-style-type: none"> <li>• Prayer</li> <li>• Meaning/ Purpose in Life</li> <li>• Spiritual Support</li> <li>• Moral Development</li> <li>• Values System</li> <li>• Grounding Tools</li> <li>• Spiritual Needs</li> <li>• Garments</li> <li>• Denominations</li> </ul>
Documents/ Tangible Items	<ul style="list-style-type: none"> <li>• Cook Book/Recipes</li> <li>• Lease Agreement</li> <li>• Emergency Contact Information</li> </ul>	<ul style="list-style-type: none"> <li>• Photo Album</li> <li>• Phone/Address Book</li> </ul>	<ul style="list-style-type: none"> <li>• Birth Certificate</li> <li>• Passport</li> <li>• Social Security Card</li> <li>• Resume &amp; References</li> <li>• Drivers License/Permit</li> <li>• Workers Permit</li> <li>• Bank Account</li> <li>• FBI Clearances &amp; Child Abuse</li> </ul>	<ul style="list-style-type: none"> <li>• Diploma</li> <li>• Training Certificates</li> <li>• Awards</li> <li>• Citations</li> </ul>	<ul style="list-style-type: none"> <li>• Journal of Accomplishments</li> <li>• Hobbies</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid</li> <li>• CPR</li> <li>• Heimlich</li> <li>• Immunization Records</li> <li>• MA Card</li> <li>• Medical History</li> </ul>	<ul style="list-style-type: none"> <li>• Photos</li> <li>• Journal</li> </ul>	<ul style="list-style-type: none"> <li>• Bible</li> <li>• Quran</li> <li>• Torah</li> </ul>

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# Trauma Informed (Life) Trilogy (TILT)

## Life Domains

<b>Health</b> <i>Fit, Maximize, Healthy</i>
<b>Education</b> <i>Know, Seek, Acquire</i>
<b>Finances</b> <i>Have, Give</i>
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>
<b>Spirituality</b> <i>Believe</i>
<b>Environment</b> <i>Live, Win, Own</i>
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>
<b>Family/Friends</b> <i>Belong, Love</i>



The Provision of Trauma Informed  
**Quality** Care using,

Trauma Informed  
**Best** Practices, carried out by

Trauma Informed  
**Effective** Engagement and Opportunities  
Team Members

## Response

**4Ms**  
**4 Mandatories**  
Community Work  
School Family  
**of Safety, Service  
and Success**

**M**ediation **M**ental Health/  
*intervene, facilitate, enable* *status, functioning, comfort*  
*Did you consider this?* *Are you ok?*

**M**apping **M**entoring  
*plan, record, chart* *guide, tutor, teacher*  
*Where are you going?* *Who has your back?*

**The Trauma Box**  
*Physical/Sexual/Verbal/Emotional Abuse*  
*Mistreatment/Humiliation*  
*Substance Abuse*  
*Incarceration*  
*Emotional/Physical Neglect*  
*Family Disconnection/Instability*  
*Mental Health Challenges*  
*Violence/Terrorism/Unrest*

A trauma-informed environment of care is an arena using evidenced informed/based practices that impart information to all stakeholders about the **triggers and vulnerabilities** of trauma survivors.

A trauma informed environment of care employs **effective interventions** to treat episodic **traumatic responses** (ex. behavioral and emotional dysregulation).

A trauma-informed environment of care involves **explaining, anticipating, and responding** (EAR) to survivor's expectations and needs, and minimizing the chances of them being re-traumatized while being served/supported.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Providing Feedback/ Answering Questions

1. Answer yes or no.

2. Concise explanation of 3-5 words.

3. Further explanation, if you desire.



**3Ps – Prompt,  
Pristine, and  
Follow  
Particular  
Methods**

# Expectations *Through The 5 Senses*

## Hear

When entering a new home and meeting a new individual for the first time, staff will understand that they are to be respectful to peers and individuals and to expect that in return.

## See

Documents which outline the rules, regulations, and expectations will be reviewed with the individual upon hiring and often thereafter.

Rules and expectation documents will be posted for all to see.

## Touch

Upon hiring, the staff will understand the expectation that they are to refrain from aggressive behavior be it physical or verbal and to expect the same in return.

## Smell

Staff will make sure they maintain our individuals with appropriate grooming standards and bathe them regularly.

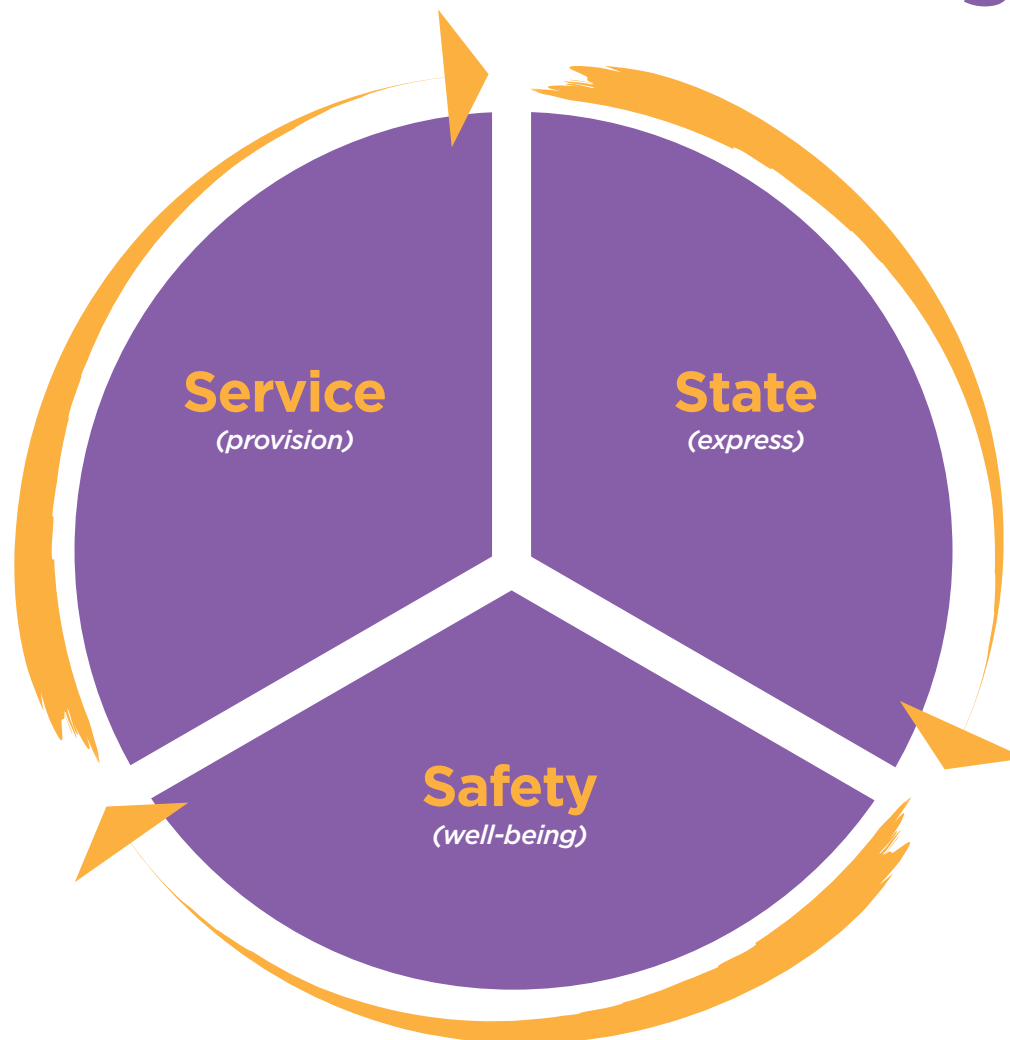
## Taste

Staff will prepare nutritious, well balanced, and culturally sensitive food within individuals dietary guidelines.

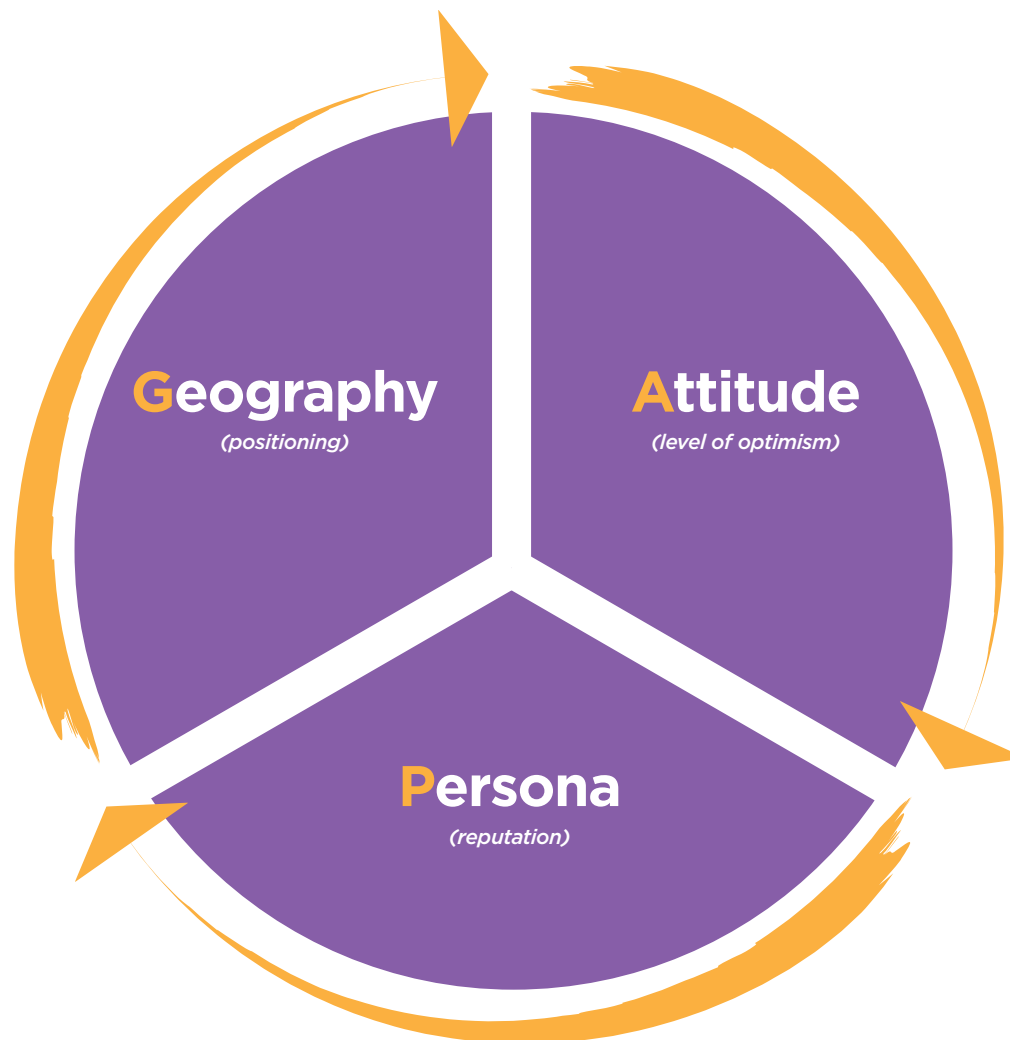
# Consequences vs. Contracts



# Balancing and Managing Components of Constructive Engagement



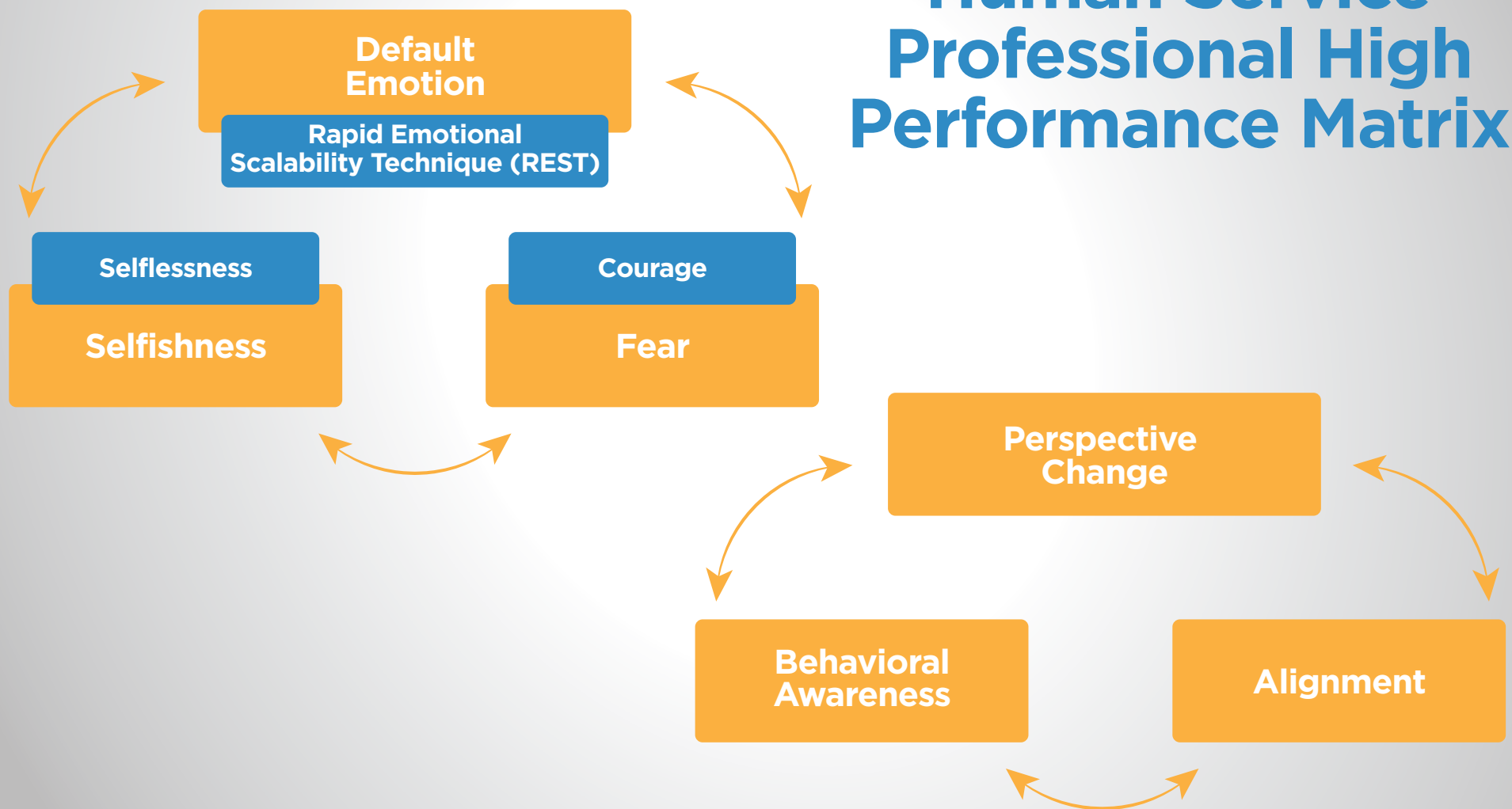
## Filling the Engagement **G.A.P.**



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Human Service Professional High Performance Matrix



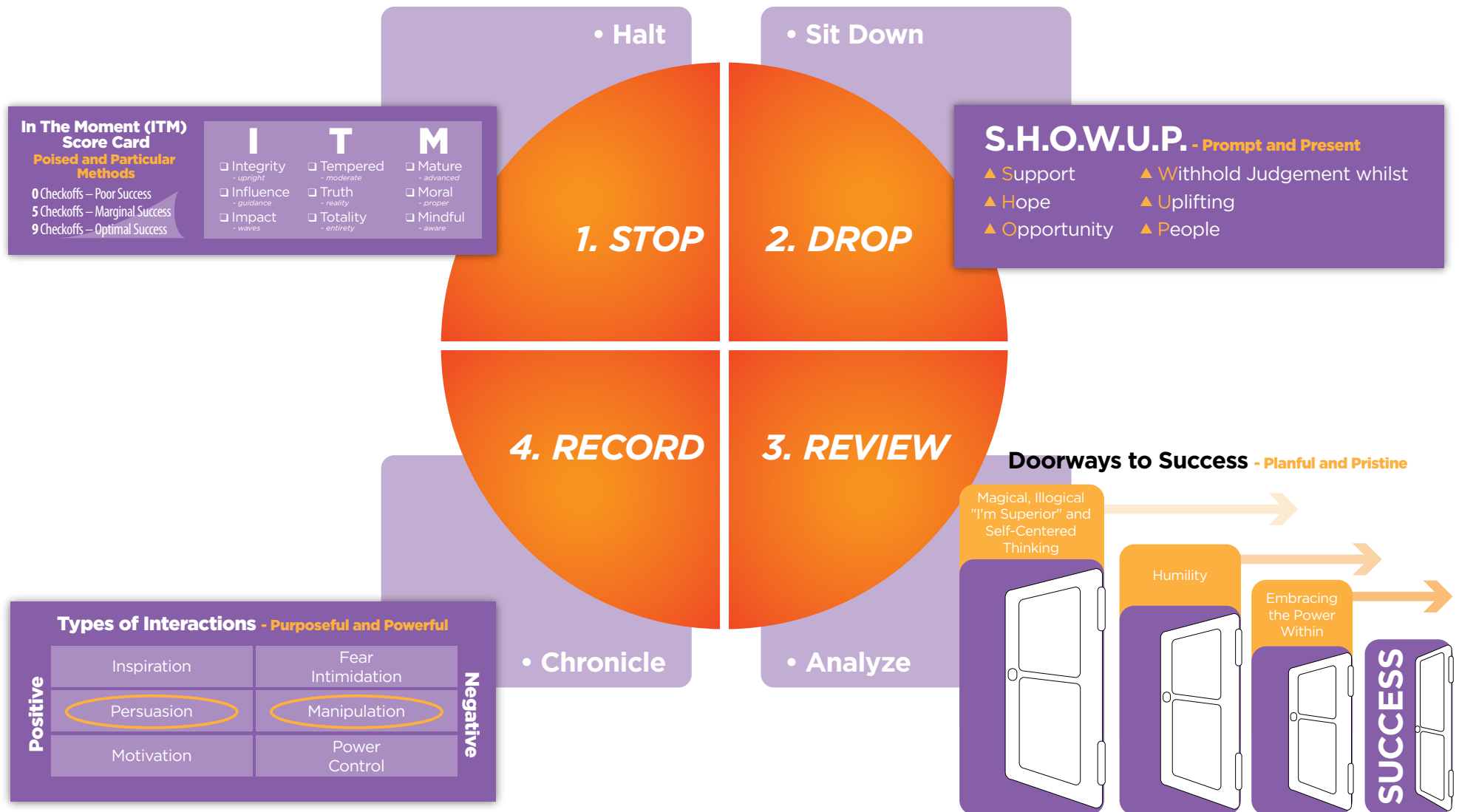
Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

## Helping Relationship Highway Exchange



# Intentional Teaching (IT)<sup>TM</sup>

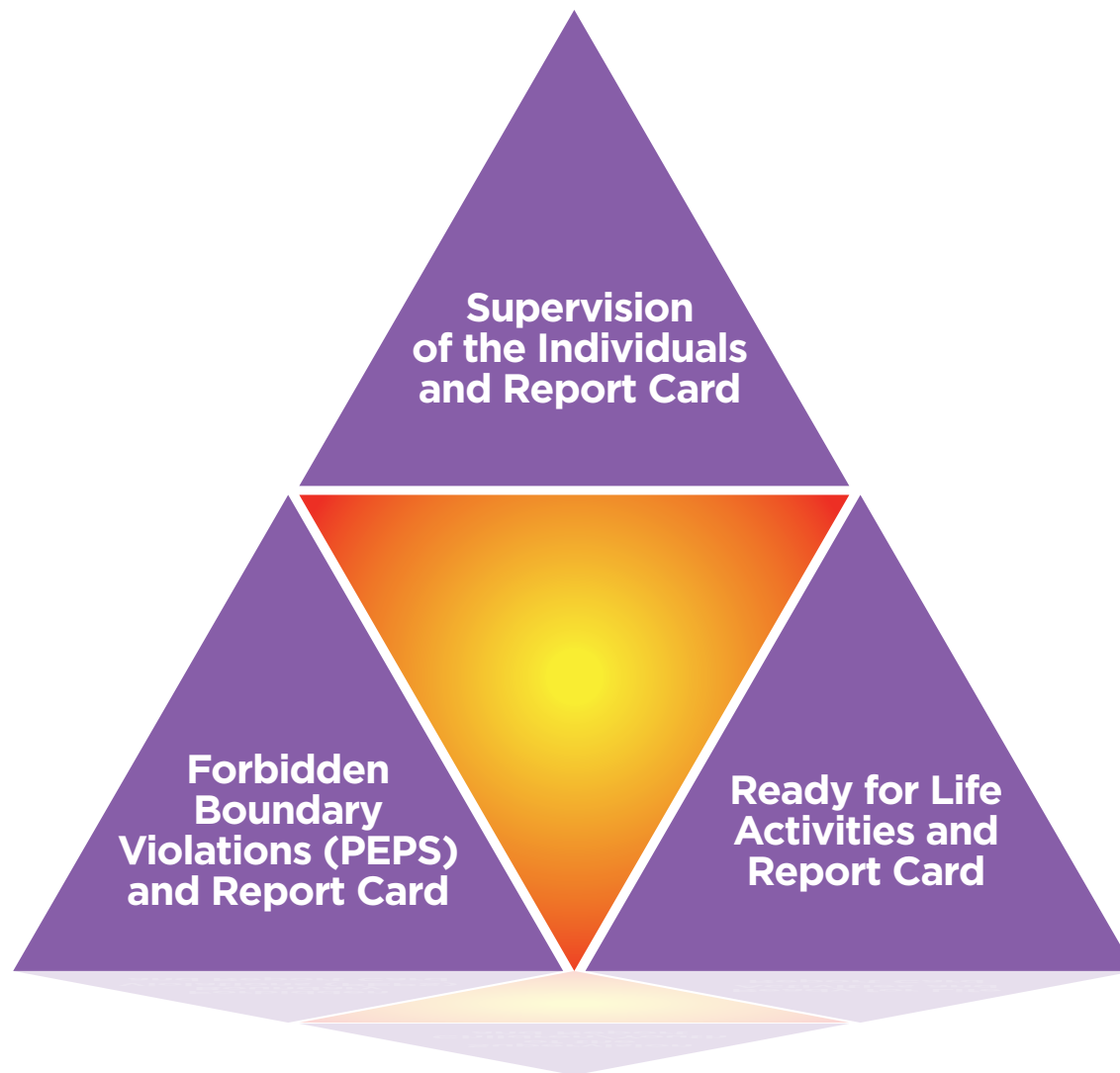
*From the Challenge to the Calm*





# **Spectrum Community Services Intentional Teaching and Engagement Trifecta**

*"Aiming for Adults to Succeed In All They Do"*



# Intentional Teaching (IT)<sup>™</sup> with PAWEs

## Present

- Here
- AWE – Accept What Exists

## Available

- Accessible
- Receptive

## W/O Excuses

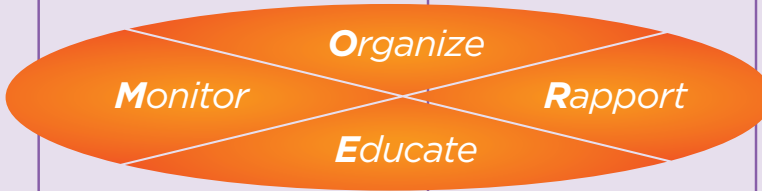
- No justifications
- Failure is not an option

## Supervision of the Individuals

*"Keeping Your Eyes on the Prize"*

Doing **M.O.R.E.** – **M**onitor, **O**rganize, **R**apport, **E**ducate using the "People, Places, and Things Fix"

<b>People, Places, and Things Fix</b>	<b>Monitor</b> <i>(expect challenging situations)</i>	<b>Organize</b> <i>(plan the desired outcomes)</i>	<b>Rapport</b> <i>(connect with people)</i>	<b>Educate</b> <i>(know the success pathway)</i>
<p><b>People</b> Family Engagement Educational Support Medical Support Staff Engagement/Language Therapy Participation</p>	<p>Tearing Down Pathway <i>(ridicule, rejection, withholding, removal)</i> 4Cs of Oppression <i>(control, comparison, controversy, conflict)</i> PEPS <i>(Physical, Emotional, Psychological, and Social Boundaries)</i> PCP <i>(Power, Control, Position)</i> Righteous Predatory Stealers of Greed<sup>10</sup> <i>(Jealousy, Illogical Thinking, Entitlement, Silence, Anger, Selfishness, Lazy/Lackadaisical, Lying, Thieving, Craving)</i></p>	<p>Be Ready Be Prepared Timing</p>	<p>Humility and Humor Get along Exchanges Tension Alliances Leaders Followers</p>	<p>6 Probing Questions <i>(who, what when, where, how and why)</i> AWE – <i>(Accept What Exists)</i> 8 Life Domains <i>(education, recreation, health, spirituality, family/friends, personal development, financial and environment)</i> Building Up Pathway <i>(acknowledgment, encouragement and acceptance)</i> 4Cs of Change <i>(concept, communication, collaboration and consequence)</i> 8 Aspirations <i>(trust, complement, necessity, educator, penthouse, success, respect and intelligence)</i> Children's Rights/Expectations</p>
<p><b>Places</b> Comfort and Security Living Room Bedroom Kitchen Dining Room Laundry Area Medicine Cabinet Environmental Checks Vehicle Checks</p>	<p>Order Location</p>	<p>Secure Resources Safety Necessary Distance/Proximity</p>	<p>Known Prepared to receive Welcoming</p>	<p>Layout Purpose</p>
<p><b>Things</b> Programming Resources</p>	<p>Danger Potential Misuse Too Much, Too Little, and Balance</p>	<p>Quantity Quality Projected Activities Solution then Dialogue</p>	<p>Fit Familiar</p>	<p>Results Requirements Possibilities Consequences</p>



## The AIM – Plan, Organize, Lead, Control, and OWN the circumstance/situation

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

Creating the Mandate for Change

# Hopegiving **C.P.R.**

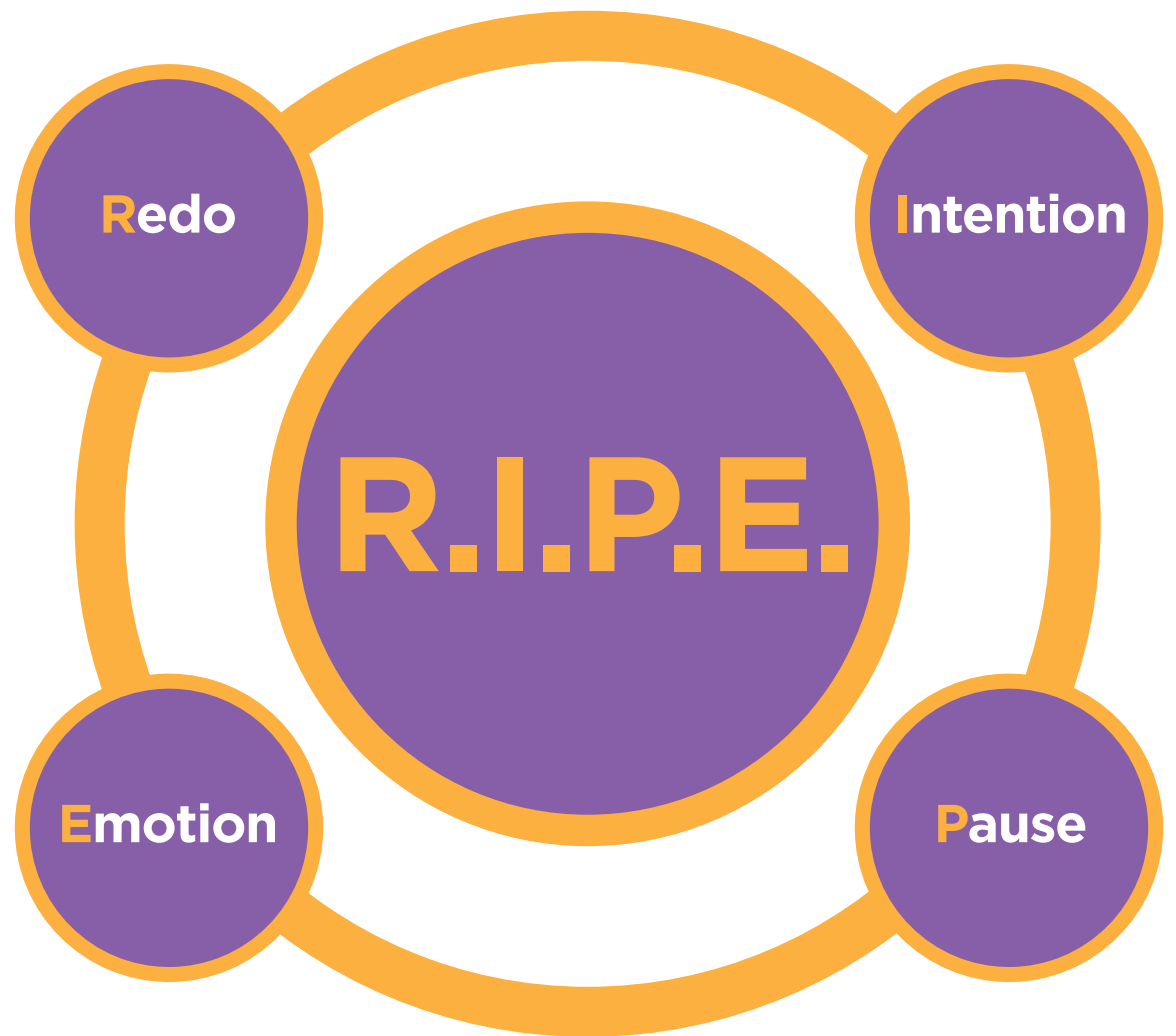


**C**ourage  
**P**ersistence  
**R**esources

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# R.I.P.E.

**Redo,**  
**Intention,**  
**Pause and**  
**Emotion.**



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Discovering Self

Your environment and experience are educators

**Interdependent**

**Be Not Afraid**

**Plan Developing and Sustaining**

Every situation has an immediate and long term solution

**Tolerating Strong Interaction**

Courageous conversation is a transaction of listening and talking

**Geography of Success**

**Effective**

**So What/So, What Now...**

**Collaborative**

**Attracted to Disruption**

Copyright © 2020 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.







## The Geography of Success

*In the 8 Life Domains of education, spirituality, recreation, family/friends, environment, finances, health, and personal development*

### KNOW WHO YOU BE AND BE WHO YOU KNOW™

*Staying true to self and others*

#### Hopegiving C.P.R.™

*Courage, Persistence and Resources*

#### F3 Syndrome and F3 Keys™

*Fear vs. Faith, Frustration vs. Fortitude and Failure vs. Forgiveness*

#### R.I.P.E. - Redo, Intention, Pause and Emotion™

*Getting out of your own way*

Discover Self

### COURAGEOUS CONVERSATION™

*Breaking the silence and talking about what really matters*

#### Artificial Ceiling (AC)™

*Breaking through and out*

#### Winning Adopted Strategy (WAS)™

*Figuring out what really works for what we really want*

#### Genuine and Authentic Self (GAS)™

*Understanding what fuels you and your actions by calling the question "will the real \_\_\_\_\_ show up, stand up, and stay up"*

Tolerate Strong Interactions

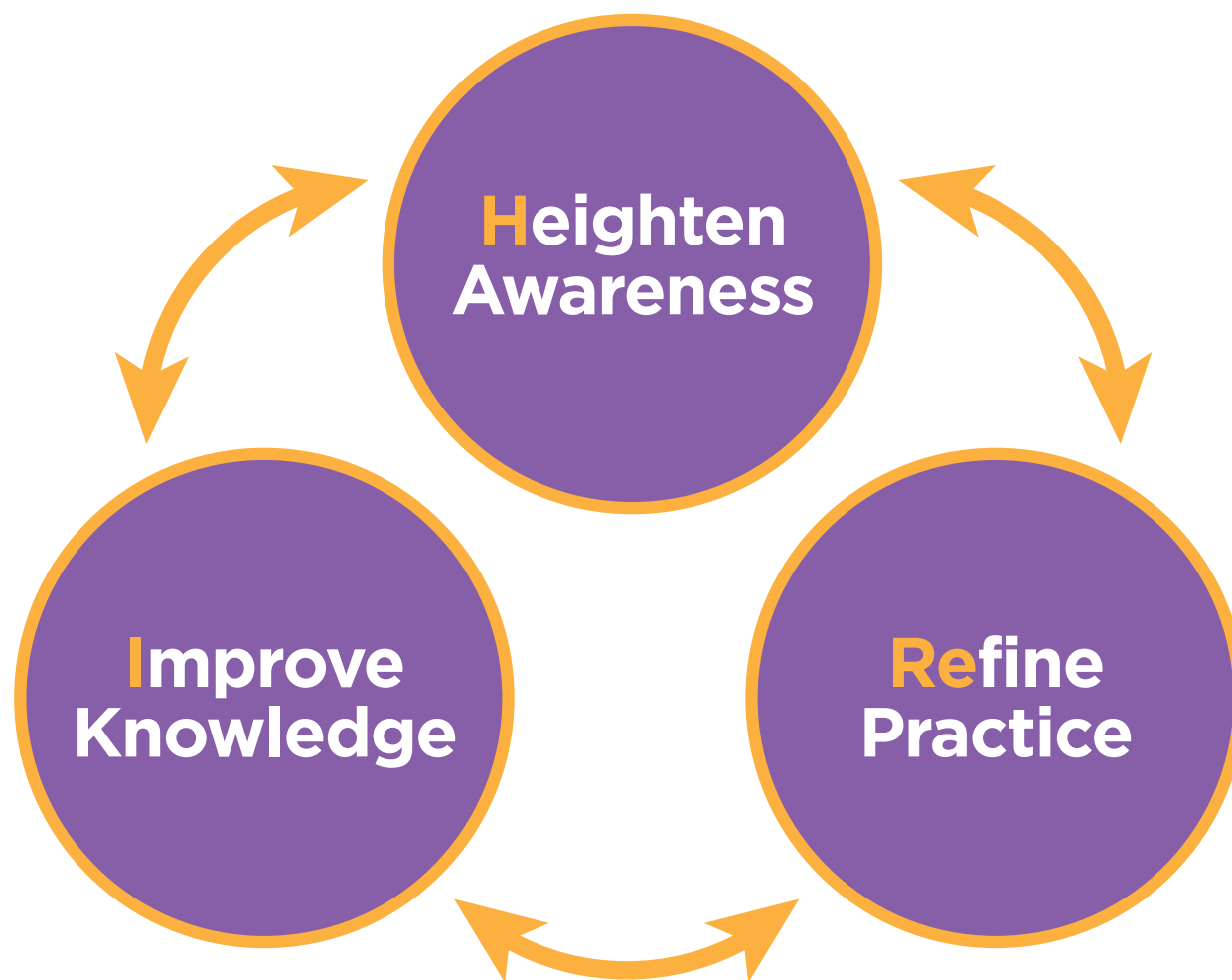
### SPECTRUM COMMUNITY SERVICES (SC) INTENTIONAL TEACHING (IT) AND ENGAGEMENT TRIFECTA™

*Present, Available and Without Excuses (PAWEs) whilst Aiming for Children and Youth to Succeed In All They Do*

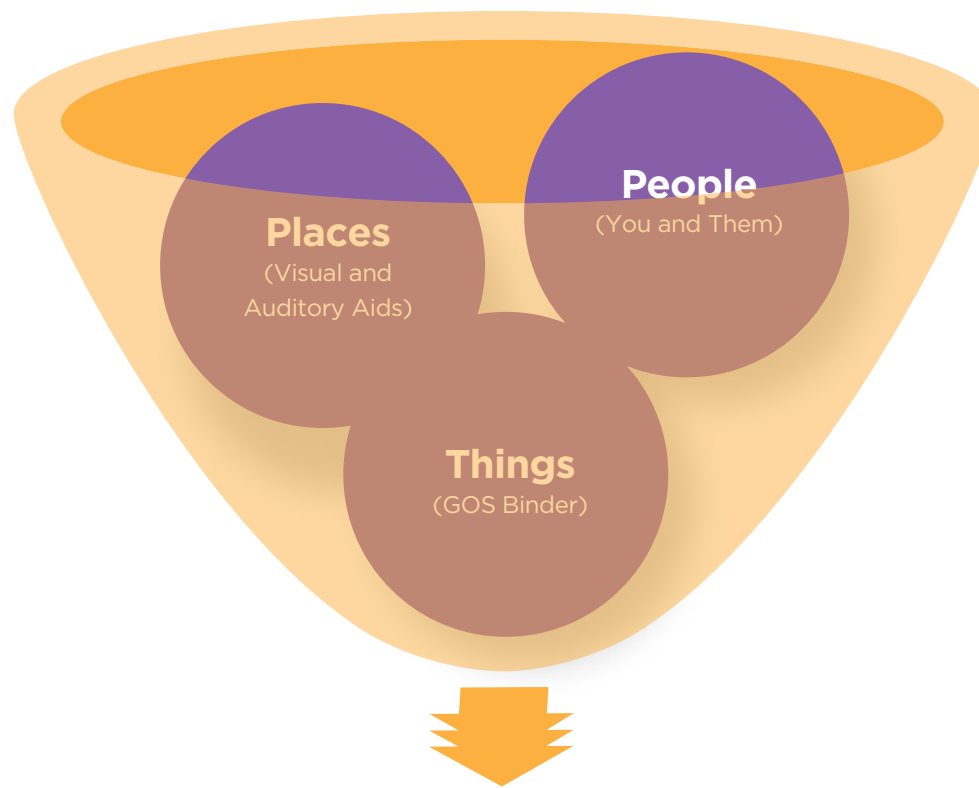




## H.I.R.E.



## P<sup>2</sup>T Fix



## Cadence (flow) of the Conversation

**Beginning** (people – you and them) – Ask and seek permission

**Middle** (places – visual and auditory aids) – Tell and show them, get them involved in what you are telling them

**End** (things – GOS Binder Materials) – Summarize and exit in an upbuilding way

# The Courageous Conversation



# Overcoming F.E.A.R.

(false evidence appearing real)

## in Working with Adults in Residential Settings

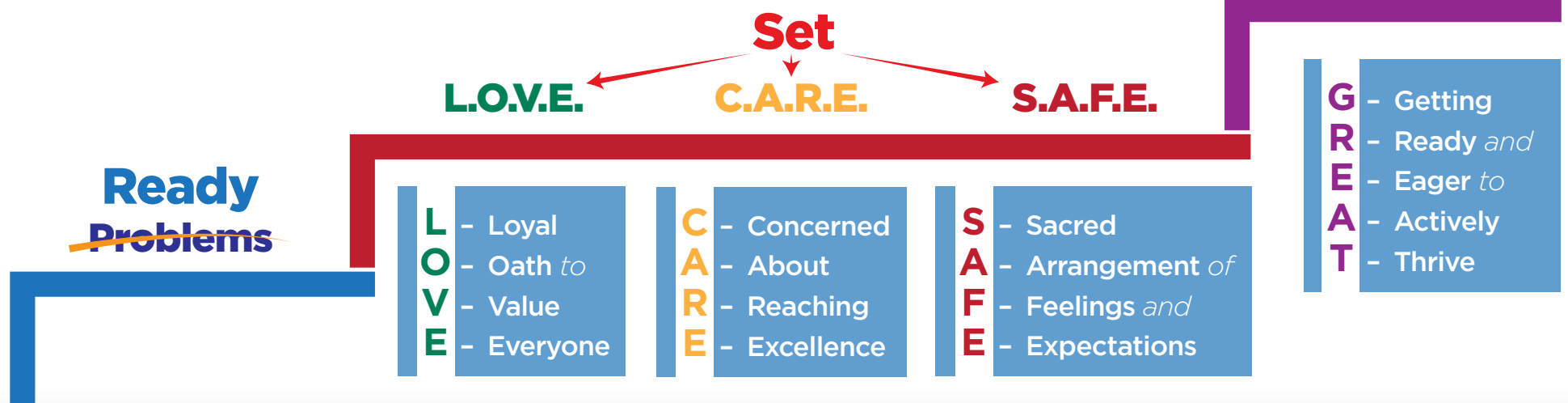
- **Skill Development and Utilization/Deployment**
- **Consistency and Repetition**
- **Exposure**
- **Study/Research**

# F3 Syndrome and F3 Keys Worksheet

Eight Life Domains	F3 Syndrome - Fearful, Frustrated and Failure			F3 Keys - Faith, Fortitude, and Forgiveness
	Fearful of ....	Frustrated with ....	Failure by ....	Dreams
Education				
Health				
Financial				
Environment				
Recreation				
Family/Friends				
Spirituality				
Personal Development				

# Forging Solutions Out of Challenges

## Ready, Set, GO!



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

## Staff End of Shift Checklist

Staff	Present	Not Present	Comments
Nutrition	<input type="checkbox"/>	<input type="checkbox"/>	
Incidents (Amount & Timeline)	<input type="checkbox"/>	<input type="checkbox"/>	
Individual's Belongings Locked	<input type="checkbox"/>	<input type="checkbox"/>	
Petty Cash	<input type="checkbox"/>	<input type="checkbox"/>	
Daily Logs	<input type="checkbox"/>	<input type="checkbox"/>	
House Meetings	<input type="checkbox"/>	<input type="checkbox"/>	
Medication	<input type="checkbox"/>	<input type="checkbox"/>	
Medical Needs	<input type="checkbox"/>	<input type="checkbox"/>	
Activities	<input type="checkbox"/>	<input type="checkbox"/>	
Conference Calls	<input type="checkbox"/>	<input type="checkbox"/>	

Adult	Present	Not Present	Comments
Day Program Attendance	<input type="checkbox"/>	<input type="checkbox"/>	
Community Behavior	<input type="checkbox"/>	<input type="checkbox"/>	
House Behavior	<input type="checkbox"/>	<input type="checkbox"/>	
AWOL	<input type="checkbox"/>	<input type="checkbox"/>	
Life Events	<input type="checkbox"/>	<input type="checkbox"/>	
Tutoring Needs	<input type="checkbox"/>	<input type="checkbox"/>	

House	Present	Not Present	Comments
Fire Drill	<input type="checkbox"/>	<input type="checkbox"/>	
Cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	
Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	
Vehicle Reports	<input type="checkbox"/>	<input type="checkbox"/>	

Program: \_\_\_\_\_ Date: \_\_\_\_\_

## Family Engagement

	Yes	No	N/A	Comments
• Is there weekly phone communication, other means of communication occurring?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are home visits occurring/frequency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are family visits occurring/frequency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Adults have life books/photo albums?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Programming

	Yes	No	N/A	Comments
• Are meal time's consistent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is salad, fresh fruit and other healthy food on premises?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are house meetings occurring monthly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are the letters to the President being written monthly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are Skills for Life lessons being incorporated in daily living?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are the adults aware of the Resident Rights/Grievances procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are adults receiving training/mentoring on best level independence?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are ISP's occurring and goals being achieved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is confidentiality being maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are the adults being taught to show appreciation (saying 'Thank You')?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are they being encouraged to share their story?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

## Comfort and Security

	Yes	No	N/A	Comments
• Is there any evidence of bullying or intimidation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is there any derogatory name calling?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are there any problems between roommates/ room assignments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Does it appear that quality sleep is being gained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• What is the counseling/frequency/modality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are there incontinence issues occurring that are not being addressed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are all residents made to feel relevant with a sense of belonging (no favoritism)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Do the adults appear to be guarded or scared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Rotating seating assignments in vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is there church attendance/spirituality occurring?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is clothing clean, presentable and appropriate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are hair care needs met (neat and presentable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is there a freedom of movement throughout the home feel like the home is theirs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Does the home feel comfortable (heat in winter/ ac in the summer)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the home well lit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are nightlights needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	





Program: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Educational Support</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
• Are there identified areas the individuals has expressed interest in learning?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Were resources identified to assist in individual learning stated goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are educational activities made available (book clubs, library visits)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are Educational trips/community resources being maximized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Medical Support</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
• Are all medical appointments up to date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are healthy nutritional choices explained and practiced?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the adult being monitored to assure that the desired affect of the medication is attained (not adverse)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is exercise being implemented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Do you receive community opportunity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Resources</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
• Does the adult have access and use of their personal funds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the adult submitting special request for funds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are birthdays being celebrated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• If needed, were legal issues discussed or addressed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is mail being received in a timely fashion?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Staff Engagement/Language</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
• Is staff present and available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the staff educating the adult about change/upcoming situations via pre-teaching?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• The real deal/"what is it like when the adult gets angry?"	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the staff maximizing what they have to do more with less?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is there a sense of being part of a united front to aid the adult (educationally/emotionally)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is humor/fun/laughter being injected in daily living?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Program: \_\_\_\_\_ Date: \_\_\_\_\_

Living Room	Yes	No	N/A	Comments
• Verified room is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Carpet is in clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Adequate lighting according to lamp specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Furniture in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Verifies that no furniture is resting on electrical cords	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Window screen present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• TV in working condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• All areas a clear of dust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Bedroom	Yes	No	N/A	Comments
• Verified the bedroom is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Closet door present and in working order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Bed in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Mattress has label indicating flame retardant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• No pictures/posters taped to wall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• At least 2 sets of sheets per bed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• At least 2 blankets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are number of pillows sufficient and present for individual?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Window screen present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• One nightstand and lamp per bed in room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Towels and washcloths	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Toiletry bags – soap ( <b>no bar soap</b> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Bathroom	Yes	No	N/A	Comments
• Verified that the bathroom is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Shower/tub has a non skid surface or mat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Ample supply of paper towel, toilet paper and soap	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Soap dispenser w/ soap, paper towel and toilet paper are present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Light bulbs all working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Shower/tub working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Sink working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Drains working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Toilet working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Mirror present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Standard privacy lock installed and can be readily opened from the outside	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Shower curtain and liner present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Wastebasket with lid present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Water temp does not exceed 120 degrees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Does bathroom have adaptive equipment to meet physical needs of the adult?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Program: \_\_\_\_\_ Date: \_\_\_\_\_

Kitchen	Yes	No	N/A	Comments
• Water temp does not exceed 120 degrees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Appliances are in good working condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Kitchenware is available (2 sets per person)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Cooking utensils are in good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Ample food supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Freezer temp below 0 degrees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Refrigerator temp below 45 degrees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Verified food is not expired	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Wastebasket with lid is present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Nutrition pyramid is posted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Dish detergent present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is safe food handling measures being taken (no refreezing of thawed food; no mixing of raw and cooked food).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Dining Room	Yes	No	N/A	Comments
• Verified room is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Carpet is in clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Adequate lighting according to lamp specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Furniture in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Seating available for all residents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Verifies that no furniture is resting on electrical cords	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Window screen present and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Sliding door and screen are in good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Laundry Area	Yes	No	N/A	Comments
• Electrical outlets not overloaded with appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Lint screen in dryer is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Clothes dryer exhaust is free from lint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Appliances are free from debris	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Chemicals locked in storage area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Program: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting Environmental Checks	Yes	No	N/A	Comments
• Discontinued medication documented correctly and medications removed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Emergency numbers are posted on wall by the phone in a frame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Exits/walkways/doorways are clear and safe of obstructions/tripping/slipping hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Computer/Fax/Phone working properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Agency postings on entry wall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Poisons and knives are in secure/locked area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Navigator of Life and M.A.D.E Living signage posted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are monthly house meetings being conducted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Vacuum cleaner is cleaned and in good repair (filter/belts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Telephone is fully operational (batteries are good)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• The voicemail is clear of all messages.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are circuit breakers tripping at certain times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Adults with eyeglasses- do they have them	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Adults w/dentures - have they been checked recently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Wallets for IDs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Does the air conditioner/heater work properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the outdoor grill cleaned before use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the proper charcoal being used (only match required NO lighter fluid)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Program: \_\_\_\_\_ Date: \_\_\_\_\_

## Vehicle Checklist

	Yes	No	N/A	Comments
• Is the vehicle clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the gas tank full	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the vehicle registration, insurance card and gas card in the vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• First Aid Kit is complete (First aid manual, disposable gloves, antiseptic, adhesive bandages, gauze pads, thermometer, tape, and scissors)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Vehicle Binder- agency phone list, emergency phone list, standing doctor's orders, Individual child section ( resident information sheet, most current physical, most current court order)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Roadside Assistance Kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Are the seat belts operating properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is there any unreported damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Is the vehicle free of odors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



	<b>Got It Under Control</b>	<b>Work In Progress</b>	<b>Plan of Action</b> <i>(who, what, where, when, how, and why)</i>	<b>Fellow Stakeholders</b> <i>(partners)</i>
<b>Know Who I Be, Be Who I Know and Want To Be Known As – Discovering Self</b> <i>Staying true to self and others</i>				
<b>Hopegiving CPR</b>				
Courage	<input type="checkbox"/>	<input type="checkbox"/>		
Persistence	<input type="checkbox"/>	<input type="checkbox"/>		
Resources	<input type="checkbox"/>	<input type="checkbox"/>		
<b>F3 Syndrome</b>				
Fear	<input type="checkbox"/>	<input type="checkbox"/>		
Frustration	<input type="checkbox"/>	<input type="checkbox"/>		
Failure	<input type="checkbox"/>	<input type="checkbox"/>		
<b>F3 Keys</b>				
Faith	<input type="checkbox"/>	<input type="checkbox"/>		
Fortitude	<input type="checkbox"/>	<input type="checkbox"/>		
Forgiveness	<input type="checkbox"/>	<input type="checkbox"/>		
<b>R.I.P.E. - Managing the ...</b>				
Redo	<input type="checkbox"/>	<input type="checkbox"/>		
Intention	<input type="checkbox"/>	<input type="checkbox"/>		
Pause	<input type="checkbox"/>	<input type="checkbox"/>		
Emotion	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Courageous Conversation – Tolerating Strong Interaction</b> <i>Breaking the silence and talking about what really matters</i>				
<b>Artificial Ceiling (AC)</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Winning Adopted Strategy (WAS)</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Genuine and Authentic Self (GAS)</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Spectrum Community Services Intentional Thinking and Engagement Trifecta – Plan Developing and Sustaining</b> <i>Present, Available and Without Excuse (PAWEs) whilst Aiming for Individual to Succeed in In All They Do</i>				
<b>Forbidden Boundary Violations (PEPS)</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Supervision of the Adults</b>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Ready for Life Activities</b>	<input type="checkbox"/>	<input type="checkbox"/>		



<b>Self-Experience</b>	Present	Not Present	Comments
Regulating Self	<input type="checkbox"/>	<input type="checkbox"/>	
Mindfulness	<input type="checkbox"/>	<input type="checkbox"/>	
Surgical/Acting	<input type="checkbox"/>	<input type="checkbox"/>	
Get Educated	<input type="checkbox"/>	<input type="checkbox"/>	
Persona	<input type="checkbox"/>	<input type="checkbox"/>	
Promises	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Others Experience</b>	Present	Not Present	Comments
BTS	<input type="checkbox"/>	<input type="checkbox"/>	
Composure	<input type="checkbox"/>	<input type="checkbox"/>	
Resourcefulness	<input type="checkbox"/>	<input type="checkbox"/>	
Be Educated	<input type="checkbox"/>	<input type="checkbox"/>	
Accountability	<input type="checkbox"/>	<input type="checkbox"/>	
Follow up	<input type="checkbox"/>	<input type="checkbox"/>	
Responsiveness	<input type="checkbox"/>	<input type="checkbox"/>	
Availability	<input type="checkbox"/>	<input type="checkbox"/>	
Appropriate Wording	<input type="checkbox"/>	<input type="checkbox"/>	
Courtesy	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Field Experience</b>	Present	Not Present	Comments
Boundaries	<input type="checkbox"/>	<input type="checkbox"/>	
Value Diversity	<input type="checkbox"/>	<input type="checkbox"/>	
Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	
Dress Appearance	<input type="checkbox"/>	<input type="checkbox"/>	
Maintaining Ethics	<input type="checkbox"/>	<input type="checkbox"/>	
Particular Methods	<input type="checkbox"/>	<input type="checkbox"/>	



# Intentional Teaching (IT)<sup>™</sup> Report Card

Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Existing Quality:      Quality To Work On In Short Order

### Present (with us)

Here	<input type="checkbox"/>	<input type="checkbox"/>
AWE - Accepts What Exists	<input type="checkbox"/>	<input type="checkbox"/>

### Available (relatable)

Accessible	<input type="checkbox"/>	<input type="checkbox"/>
Receptive	<input type="checkbox"/>	<input type="checkbox"/>

### W/O Excuses (defensive reasons)

No justifications	<input type="checkbox"/>	<input type="checkbox"/>
Failure is not an option	<input type="checkbox"/>	<input type="checkbox"/>



# Geography of Success<sup>®</sup>

## Contract for Attaining My Personal Best<sup>®</sup>

**Ultimate Life Goal**

---

Life Domain	What You Want	What You Need	Gap	Action Plan		
				Task/Goal <i>(What, Why, How, Where)</i>	Stakeholders/Role <i>(Who)</i>	Timeline/Expected Date of Completion <i>(When)</i>
<b>Health</b> <i>Fit, Maximize, Healthy</i>						
<b>Education</b> <i>Know, Seek, Acquire</i>						
<b>Finances</b> <i>Have, Give</i>						
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>						
<b>Spirituality</b> <i>Believe</i>						
<b>Environment</b> <i>Live, Win, Own</i>						
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>						
<b>Family/Friends</b> <i>Belong, Love</i>						

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Stakeholder(s) Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Attaining My Personal Best Through Knowledge<sup>®</sup> Contract

Date of Contract: \_\_\_\_\_

Child's Name: \_\_\_\_\_

This is a contract to work on the below PEPS - physical, emotional, psychological or social aspect of my life. I have checked off also which part of the H<sup>2</sup>O/Water ME Response I will need to utilize/employ:

**Narrative** (address the who, why, what, when, where and how):

**PEPS this affects:** (Check all that apply)

PHYSICAL (body)  EMOTIONAL (feelings)  PSYCHOLOGICAL (thoughts)  SOCIAL (behavior)

**What part of the H<sup>2</sup>O - Water ME Response do you need employ?** (Check all that apply)

HUMILITY  HUMOR  OPTIMISM

**Additionally, which domain(s) does this contract affect?** (Check all that apply)

PERSONAL DEVELOPMENT (Become, Thrive, Overcome, Expand)  FRIENDS & FAMILY (Belong, Love)  SPIRITUALITY (Believe)

HEALTH (Fit, Maximize, Healthy)  RECREATION (Enjoy, Fun, Relax, Challenge)  ENVIRONMENT (Live, Win, Own)

FINANCIAL (Have, Give)  EDUCATION (Know, Seek, Acquire)

Date to review contract for progress: \_\_\_\_\_

Individual's Signature: \_\_\_\_\_

Stakeholder's Signature: \_\_\_\_\_

# Attaining My Personal Best Through Knowledge<sup>®</sup> Contract

**Date of Contract:** \_\_\_\_\_ **Child's Name:** \_\_\_\_\_

This is a contract to work on the below PEPS - physical, emotional, psychological or social aspect of my life. I have also checked off which parts of the H2O/Water ME Response I will need to utilize/employ:

## Narrative (address the who, why, what, when, where and how):

### Physical Boundary Violations

- Intimate Touch
- Romantic and Sexual Relationship/Flirting
- Rough housing
- Inappropriate Proximity
- Revealing Clothing
- Aggressive Interactions
- Corporal Punishment
- Offensive Hygiene
- Deprivation of Nourishment

### Emotional (feelings) Boundary Violations

- Inconsistency
- Going beyond age appropriate behavior
- Lack of Dignity
- Harsh Communication/Tone
- Negative Attitude/Demeanor

### Psychological (thoughts) Boundary Violations

- Overinvolvement/Savior Complex
- Too accessible/responsive
- Secrecy/Secrets
- Favoritism
- Discrimination
- Threats
- Withholding and Deprivation

### Social Boundary Violations

- Money/Gifts/Favors
- Law/Regulation/Rule Violation
- Negative Contract
- Profanity
- Inappropriate Social Media Exchange
- Nicknames/Endearments
- Personal Disclosure

**I am contracting with Spectrum Community Services Inc. to communicate that there is an understanding of the expectations about maintaining and respecting the 4 areas of the Forbidden Boundary Violations (PEPS) which are listed to the left as it relates to my length of stay with SCS Inc. When and if an issue arises I understand that I can speak with any SCS employee, to ensure that the matter is addressed and a solution is provided.**

### PEPS this affects: (Check all that apply)

- PHYSICAL (body)  
  EMOTIONAL (feelings)  
  PSYCHOLOGICAL (thoughts)  
  SOCIAL (behavior)

### What parts of the H2O - Water ME Response do you need employ? (Check all that apply)

- HUMILITY  
  HUMOR  
  OPTIMISM

### Additionally, which domain(s) does this contract affect? (Check all that apply)

- PERSONAL DEVELOPMENT (Become, Thrive, Overcome, Expand)  
  FRIENDS & FAMILY (Belong, Love)  
 SPIRITUALITY (Believe)  
  HEALTH (Fit, Maximize, Healthy)  
  RECREATION (Enjoy, Fun, Relax, Challenge)  
 ENVIRONMENT (Live, Win, Own)  
  FINANCIAL (Have, Give)  
  EDUCATION (Know, Seek, Acquire)

Date to review contract for progress: \_\_\_\_\_

Individual's Signature: \_\_\_\_\_ Stakeholder's Signature: \_\_\_\_\_

## Report Card Summary

**Check one:**

- Boundaries Report Card
- Supervision of Individual Report Card
- Ready for Life Activities Report Card

Program: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewer(s): \_\_\_\_\_

Last Review: \_\_\_\_\_

Findings	Plan of Action	Responsible Party	Completion Date:	Completion Verification:

**Routing:**

- SEOP
- SREOP
- EOPD
- Deputy Vice President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## SECTION 2

# PROFESSIONAL BOUNDARIES

## Antidote to PEPS

(Physical, Emotional, Psychological and Social)

### Challenging Behaviors - **T.U.R.N** on the H<sup>2</sup>O

(The **U**niversal **R**esponse **N**eeded)

#### Physical (body)

- Hyperactive
- Sweaty
- Racing Heart
- Muscle Tension
- Nausea
- Dizziness/Faint
- Sleep Disturbance
- Challenging Breathing
- Disorientation

#### Emotional (feelings)

- Rebellious
- Impatient
- Explosive
- Hostile
- Startled
- Comfortable
- Hesitant
- Regretful
- Safe
- Fearful
- Depressed
- Happy
- Hopeless
- Love
- Worried
- Sorrow

#### Psychological (thoughts)

- Disorganized
- Anxious
- Confusion
- Illogical
- Grandiose
- Abstract
- Concrete
- Powerful
- Powerless

#### Social (behavior)

- Silent
- Impulsive
- Loud
- Irresponsible
- Stubborn
- Bossy
- Argumentative
- Manipulative
- Disobedient
- Procrastination
- Self-harm
- Bullying
- Critical
- Threat
- Angry
- Aggression
- Harassment
- Theft

=

**H<sup>2</sup>O**  
Humility,  
Humor and  
Optimism



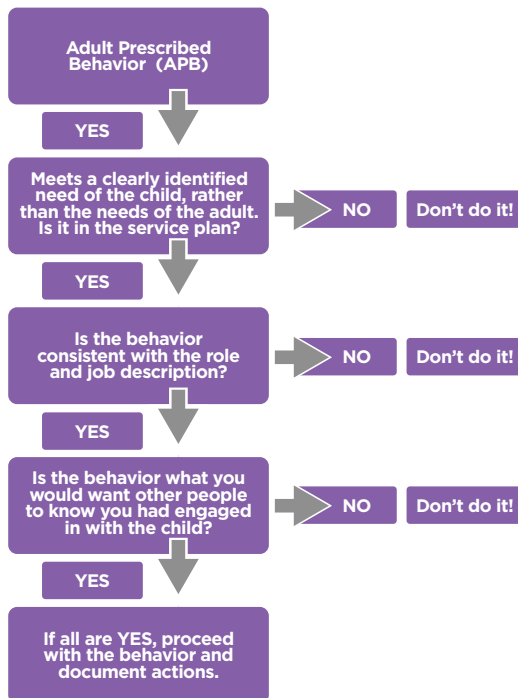
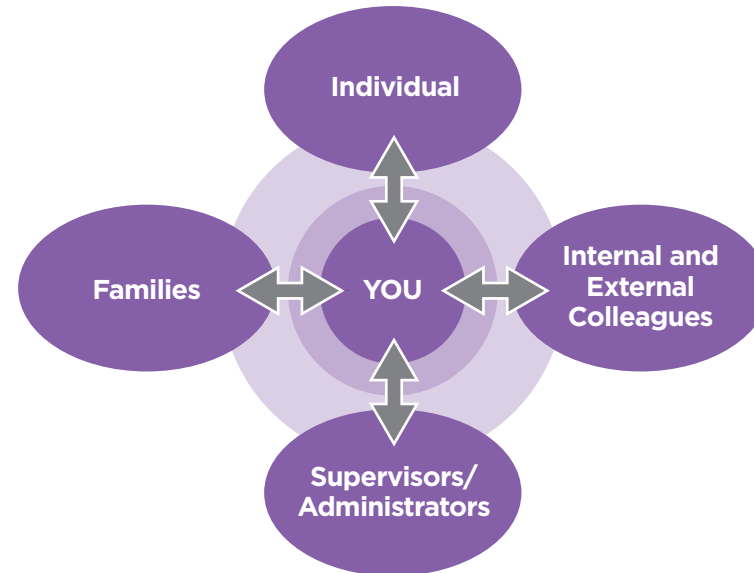
## Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

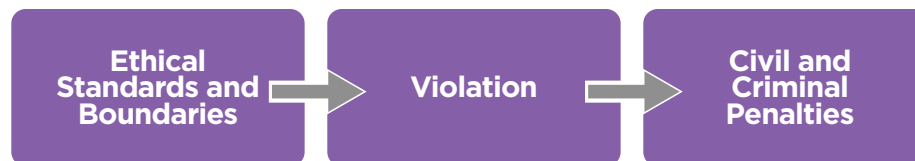
### Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development

#### Positive Influences/ Boundary Adherence Motivational Practices

- Consistency/Equity
- Care Plan
- Job Description
- Professional Practices
- Supervision and Consultation
- Organization's Mission
- Organization's Vision
- Nurture and Rejuvenate Yourself



#### The Boundary Highway



#### Forbidden Boundary Violations (PEPS)

*(consent of an adult with intellectual disabilities should not be sought and cannot be ever given due to age and power inequity)*

##### Physical Boundary Violations

- Intimate Touch
- Romantic and Sexual Relationship/Flirting
- Rough housing
- Inappropriate Proximity
- Revealing Clothing
- Aggressive Interactions
- Corporal Punishment
- Offensive Hygiene
- Deprivation of Nourishment

##### Emotional (feelings) Boundary Violations

- Inconsistency
- Going beyond parameters of job description, professional practices, organization's mission and vision
- Lack of Dignity
- Harsh Communication/Tone
- Negative Attitude/Demeanor

##### Psychological (thoughts) Boundary Violations

- Overinvolvement/Savior Complex
- Too accessible/responsive
- Role reversal
- Secrecy/Secrets
- Favoritism
- Discrimination
- Threats
- Withholding and Deprivation of Information/Education/Communication/ Services/Activities/Supplies/Religion

##### Social Boundary Violations

- Money/Gifts/Tips/Favors-Business Relationship
- Law/Regulation/Rule Violation or lack of enforcement
- Negative Contract
- Profanity
- Social Media Exchange
- Nicknames/Endearments
- Personal needs being met over child/family's needs
- Breach of Confidentiality
- Personal Disclosure
- Post Care Relationship
- Unequal access to your time, talents, and treasures (possessions)



#### Required Tools of Knowledge/Awareness of Boundaries

How the **adult wants/needs are addressed/remedied** by the organization  
- specified in writing/service or care plan, or court order

**Grievances and Appeal Process** - posted - encourage usage

Where to go if **questioning, stressed, struggling and/or professional conduct is impaired** - seek out supervisor, administrator and/or trainers

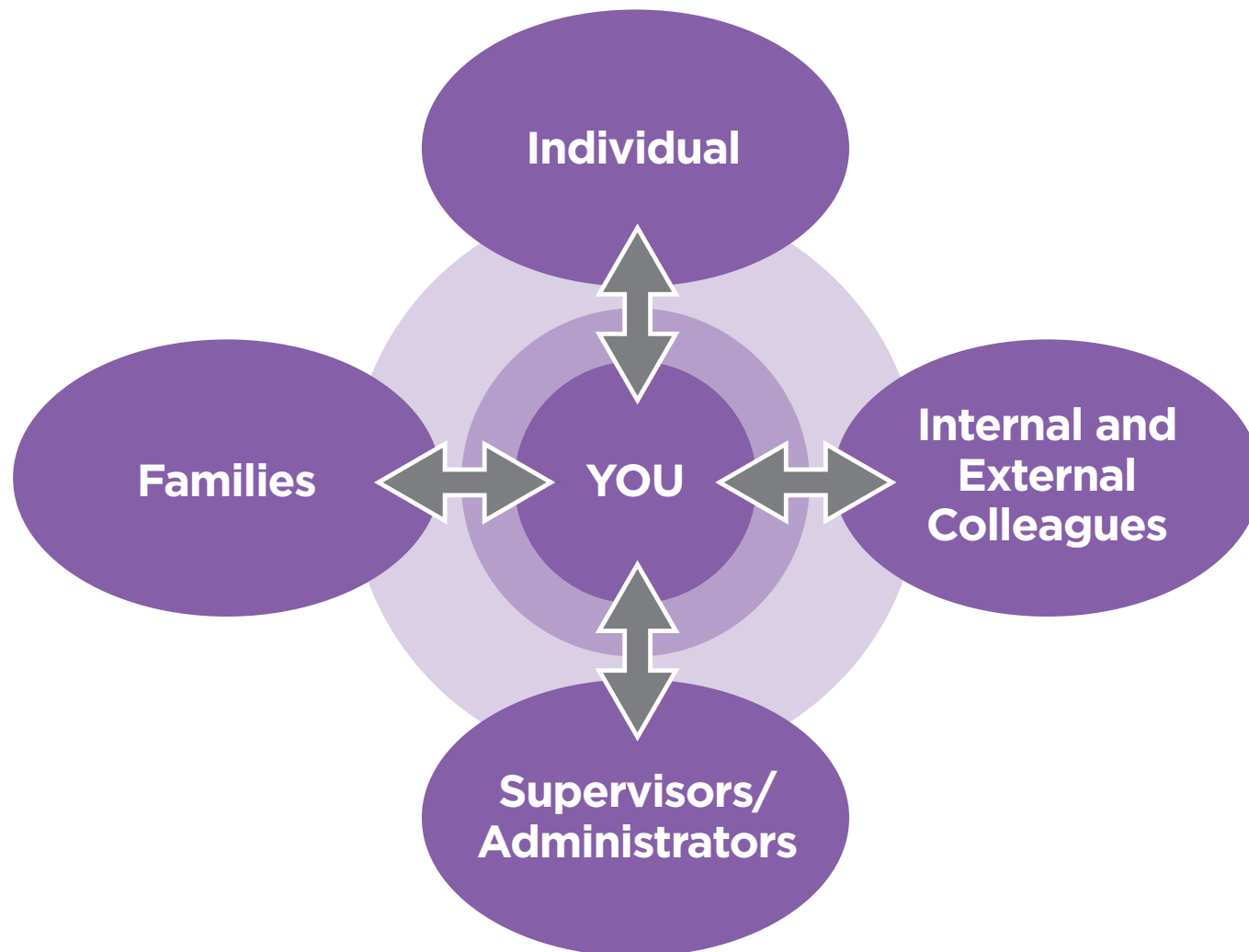
**Meetings/Trainings** - attend, participate, and speak up

**Disclosure** - Let it be known to all if there is conflict

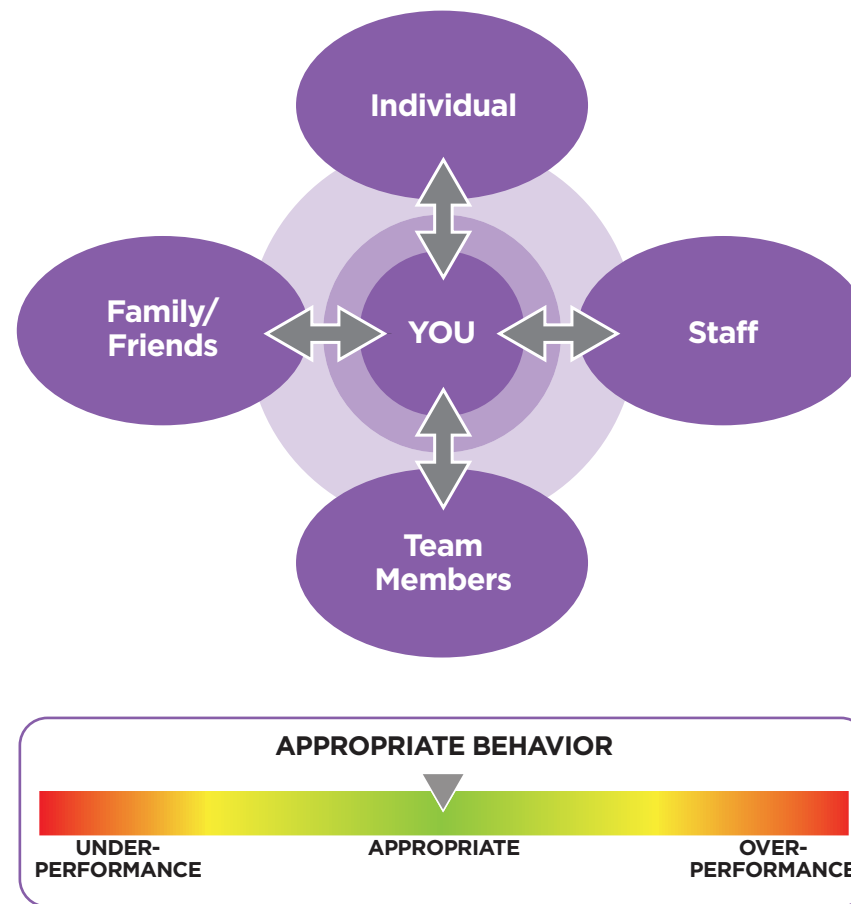
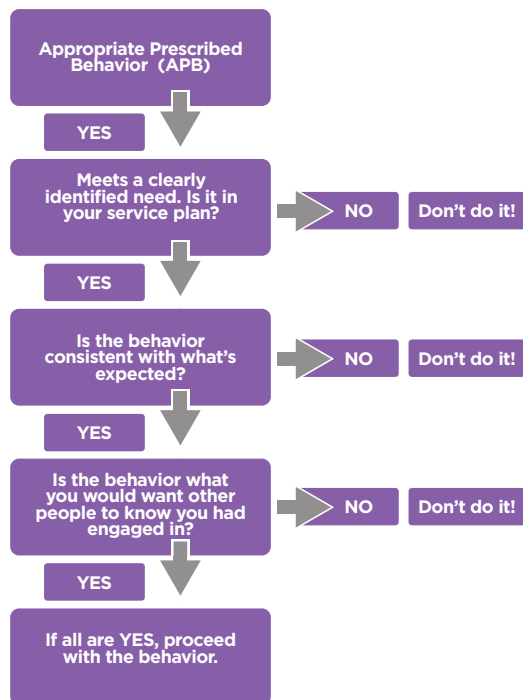
**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

***Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development***



## Building Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)



### Forbidden Boundary Violations (PEPS)

*(your consent should not be sought by others in order to waive these boundary violations and you cannot ever give consent to waive them due to your disability, diminished capacity, risk or vulnerability)*

#### Physical Boundary Violations

- Intimate Touch
- Romantic and Sexual Relationship/Flirting
- Rough housing
- Inappropriate Proximity
- Revealing Clothing
- Aggressive Interactions
- Corporal Punishment
- Offensive Hygiene
- Deprivation of Nourishment

#### Emotional (feelings) Boundary Violations

- Inconsistency
- Going beyond age appropriate behavior
- Lack of Dignity
- Harsh Communication/Tone
- Negative Attitude/Demeanor

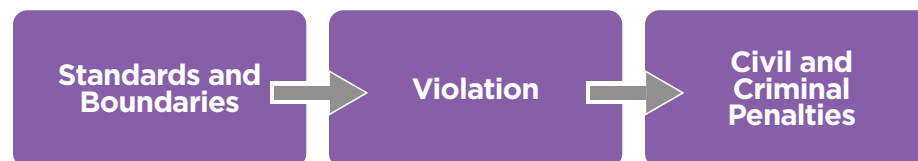
#### Psychological (thoughts) Boundary Violations

- Overinvolvement/Savior Complex
- Too accessible/responsive
- Secrecy/Secrets
- Favoritism
- Discrimination
- Threats
- Withholding and Deprivation

#### Social Boundary Violations

- Money/Gifts/Favors
- Law/Regulation/Rule Violation
- Negative Contract
- Profanity
- Inappropriate Social Media Exchange
- Nicknames/Endearments
- Personal Disclosure

### The Appropriate Boundary Highway



**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

***Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development***

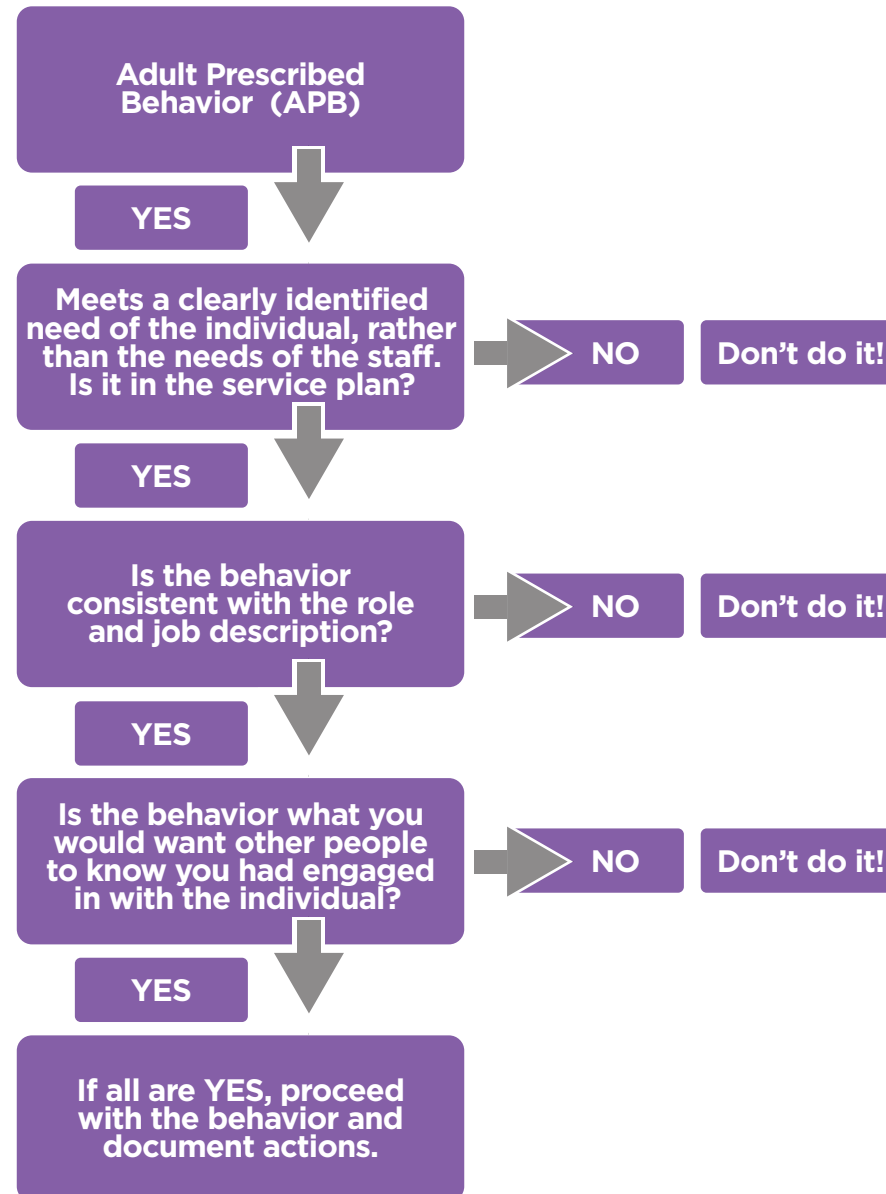
## **Positive Influences/ Boundary Adherence Motivational Practices**

- Consistency/Equity
- Care Plan
- Job Description
- Professional Practices
- Supervision and Consultation
- Organization's Mission
- Organization's Vision
- Nurture and Rejuvenate Yourself

**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

***Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development***



**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

*Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development*





**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

*Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development*

## **Required Tools of Knowledge/ Awareness of Boundaries**

How the **individual's wants/needs are addressed/remedied** by the organization – *specified in writing/service or care plan, or court order*

**Grievances and Appeal Process** – *posted – encourage usage*

Where to go if **questioning, stressed, struggling and/or professional conduct is impaired** – *seek out supervisor, administrator and/or trainers*

**Meetings/Trainings** – *attend, participate, and speak up*

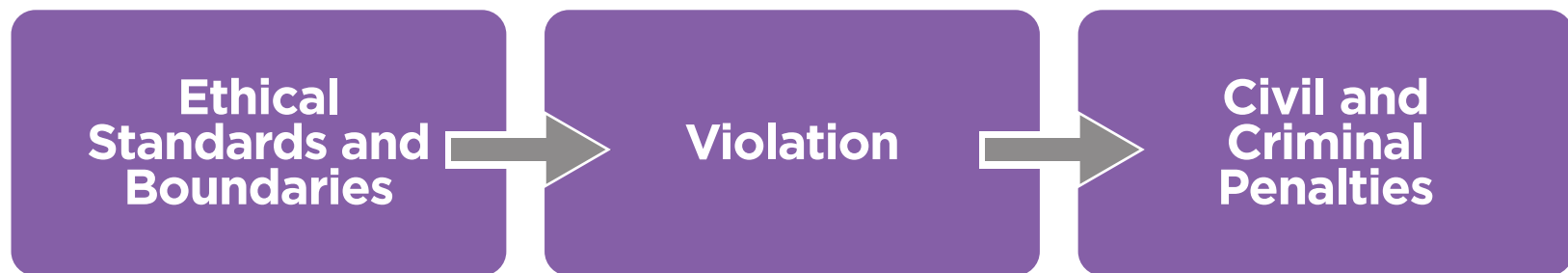
**Disclosure** – *Let it be known to all if there is conflict*

**Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)**

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

***Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development***

## The Boundary Highway



## Managing the Myriad of Relationships so that they are Appropriate, Safe and Healthy by respecting the Physical, Emotional, Psychological, and Social Boundaries (PEPS)

*Avoiding Living on the Edge and with Dual Detrimental Relationships thereby Striving to "Do No Harm"*

***Handling the Demands, Ethics, and Risks by Avoiding Abuse, Neglect, Victimization, and Exploitation via Instilling Respect, Trust and Proper Development***

### Forbidden Boundary Violations (PEPS)

*(consent of a person with intellectual disabilities should not be sought and cannot be ever given due to professional boundaries)*

#### **Physical Boundary Violations**

- Intimate Touch
- Romantic and Sexual Relationship/Flirting
- Rough housing
- Inappropriate Proximity
- Revealing Clothing
- Aggressive Interactions
- Corporal Punishment
- Offensive Hygiene
- Deprivation of Nourishment talents, and treasures (possessions)

#### **Emotional (feelings) Boundary Violations**

- Inconsistency
- Going beyond parameters of job description, professional practices, organization's mission and vision
- Lack of Dignity
- Harsh Communication/Tone
- Negative Attitude/Demeanor

#### **Psychological (thoughts) Boundary Violations**

- Overinvolvement/Savior Complex
- Too accessible/responsive
- Role reversal
- Secrecy/Secrets
- Favoritism
- Discrimination
- Threats
- Withholding and Deprivation of Information/Education/Communication/Services/Activities/Supplies/Religion

#### **Social Boundary Violations**

- Money/Gifts/Tips/Favors-Business Relationship
- Law/Regulation/Rule Violation or lack of enforcement
- Negative Contract
- Profanity
- Social Media Exchange
- Nicknames/Endearments
- Personal needs being met over child/ family's needs
- Breach of Confidentiality
- Personal Disclosure
- Post Care Relationship
- Unequal access to your time, talents, and treasures (possessions)

## PROFESSIONALISM Standards by Life Domains

Health	Education	Spirituality	Personal Development	Environment	Recreation	Financial	Family & Friends
Health information is to be protected from sight and hearing of others.  Diagnoses are to be kept confidential.	Pursuit of higher education and trade school is be encouraged.  Regular attendance at community development meetings.	Endorsement of one religion or spirituality is not endorsed. People have a choice to believe or not to believe.	Desire for each person - adult - to reach their full potential is encouraged in all practices and procedures.	3Ps of Prompt, Pristine, and Particular Methods are adhered to in all agency operations.	Adherence to rules of the sport and games in strongly encouraged.  Violence is not supported an option of revenge.	Borrowing of money and/or resources between staff and adult is NEVER allowed.	Staff are not to have "dual relationships" with individuals and/or the individual. The relationship is always to one of a human service worker and never a friend.

(I understand that any staff will be happy to assist me with completing  
and/or mailing this complaint to the party I choose)

**I wish to file a complaint that I would like to be addressed. This is my formal notice.**

Name \_\_\_\_\_ Program \_\_\_\_\_

I have tried to settle my complaint with others involved.

Explained what happened. \_\_\_\_\_

---

---

---

I have not tried to settle my complaint with others involved.

Explain why not. \_\_\_\_\_

---

---

Describe the time date and details of the situation. \_\_\_\_\_

---

---

---

Identify any other people involved. \_\_\_\_\_

---

How did this affect you? \_\_\_\_\_

---

What would you like to see this complaint resolved? \_\_\_\_\_

---

---

Signature \_\_\_\_\_ Date \_\_\_\_\_

phone number \_\_\_\_\_ best time to call \_\_\_\_\_

(Attach additional sheets as necessary)



# Let's NOT F.I.G.H.T.!

**F** – Forgive

**I** – It or

**G** – Go to the

**H** – Hall of Wasted

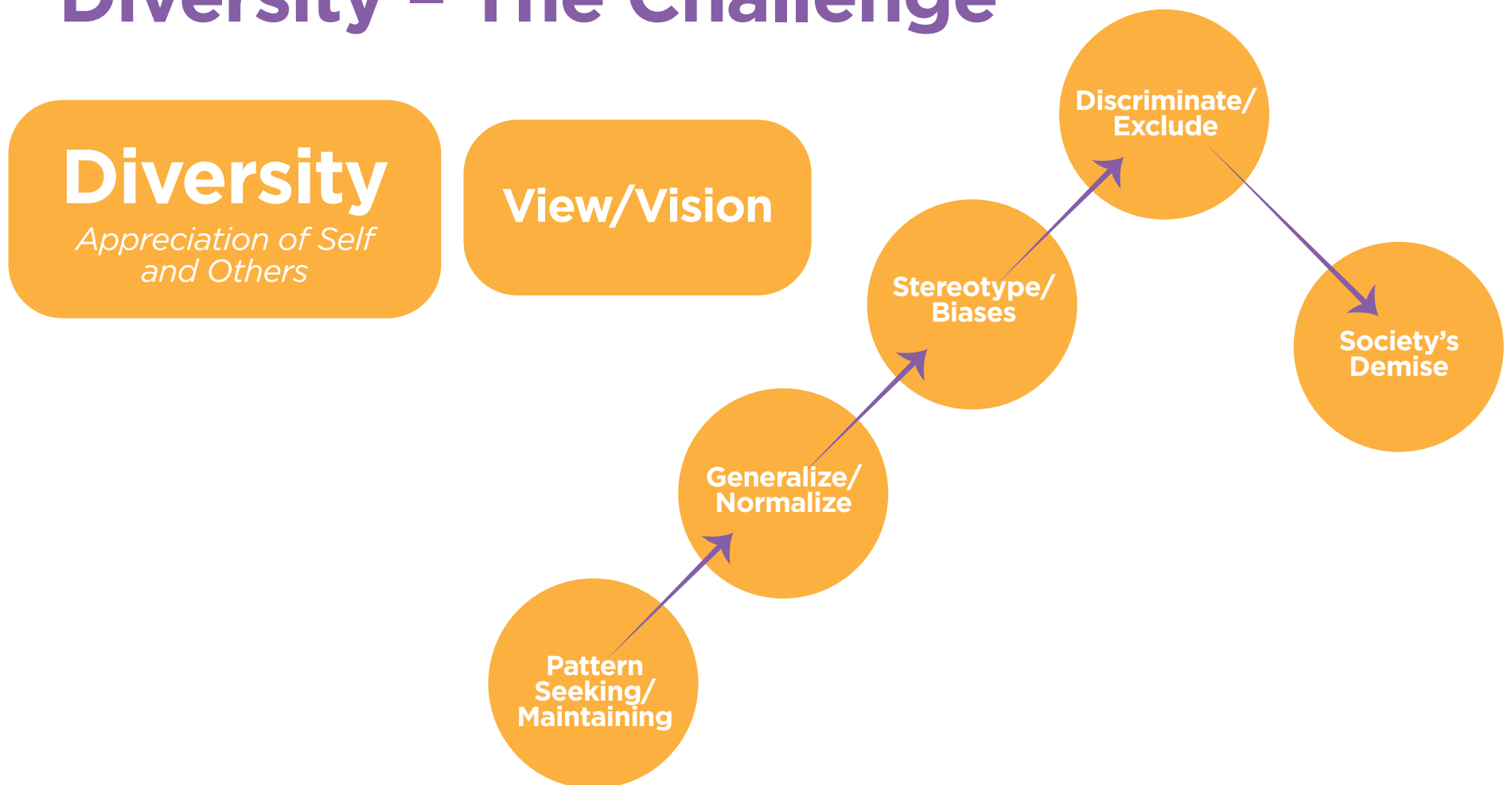
**T** – Time



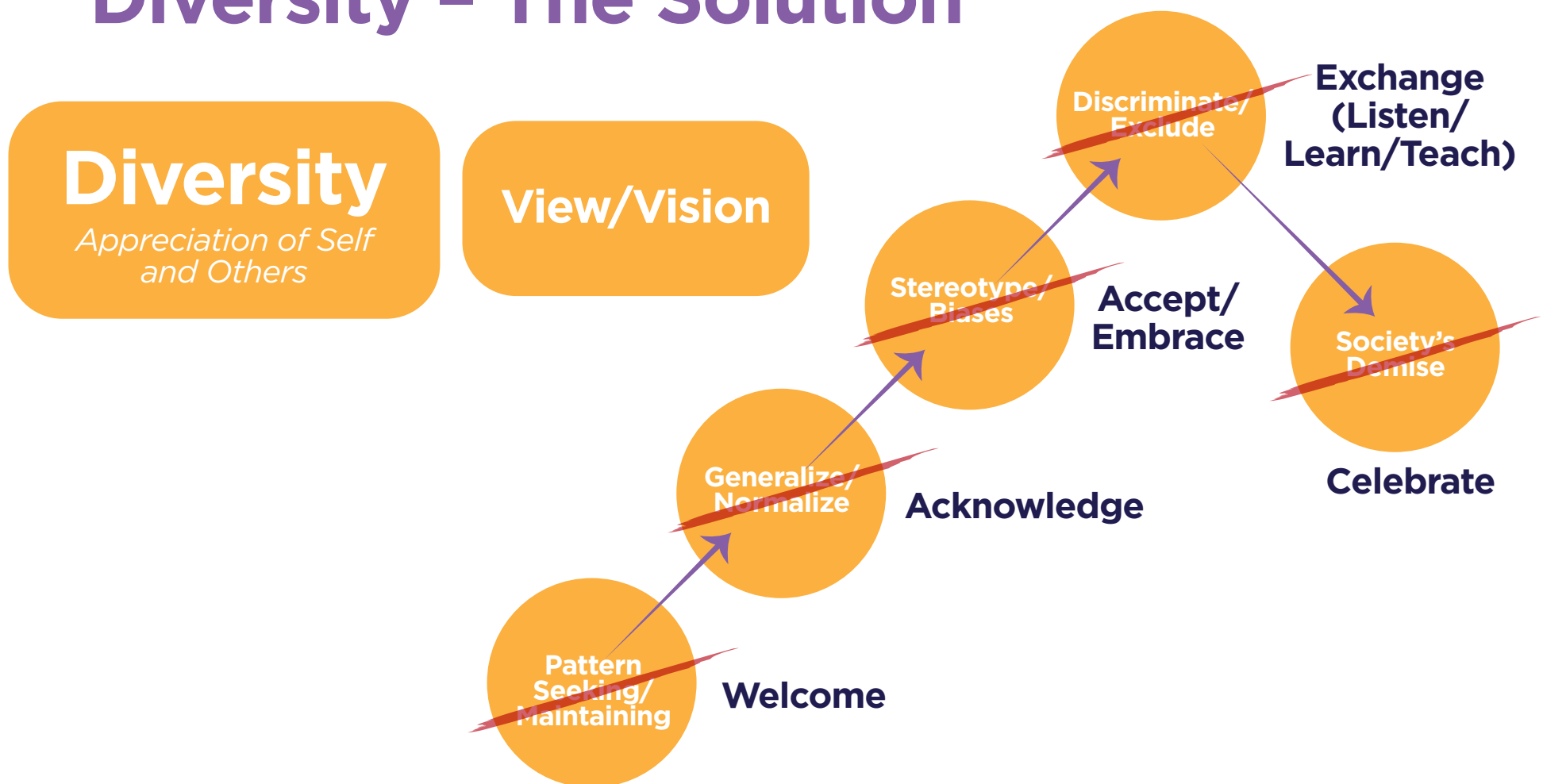
## “People, Places and Things for Reporting Immediate Safety Issues”

People	Places	Things
Senior EOP	Emergency Phone Numbers	Incident Report  Complete in Extended Reach
Supervisor		
Regional Director		
Deputy CEO Joe Cronauer		

# Diversity – The Challenge



# Diversity – The Solution



# Diversity

**Strategic  
Intentional  
Mindful**

**Overcoming  
Cultural  
Insensitivity**

**Inate Human  
Characteristics**

**Geography/  
Local Preference**

**Pattern Seeking/  
Replication  
of Known**

**Selfishness/  
Centered on Self**

<b>L</b>	<b>G</b>	<b>B</b>	<b>T</b>	<b>T</b>	<b>Q</b>	<b>Q</b>	<b>I</b>	<b>A</b>	<b>A</b>	<b>P</b>
<b>Lesbian</b> A woman who is primarily attracted to women.	<b>Gay</b> A man who is primarily attracted to men; sometimes a broad term for individuals primarily attracted to the same sex.	<b>Bisexual</b> An individual attracted to people of their own and opposite gender.	<b>Transgender</b> A person whose gender identity differs from their assigned sex at birth.	<b>Transsexual</b> An outdated term that originated in the medical and psychological communities for people who have permanently changed their gender identity through surgery and hormones.	<b>Queer</b> An umbrella term to be more inclusive of the many identities and variations that make up the LGBTQ+ community.	<b>Questioning</b> The process of exploring and discovering one's own sexual orientation, gender identity and/or gender expression.	<b>Intersex</b> An individual whose sexual anatomy or chromosomes do not fit with the traditional markers of "female" and "male."	<b>Ally</b> Typically a non-queer person who supports and advocates for the queer community; an individual within the LGBTQ+ community can be an ally for another member that identifies differently than them.	<b>Asexual</b> An individual who generally does not feel sexual desire or attraction to any group of people. It is not the same as celibacy and has many sub-groups.	<b>Pansexual</b> A person who experiences sexual, romantic, physical and/or spiritual attraction to members of all gender identities/expressions, not just people who fit into the standard gender binary.

# Professional Interaction and Engagement Strategies (PIES)

**1.** Settle Your Spirit and Conscience.

**2.** Intentionally call on the “Personality” trait you often struggle with – Humor, Humility, Optimism, Mindfulness, and Empowerment.

**3.** Intentionally call on the Engagement Strategy, “Procedure,” you believe will be most effective and you are most comfortable with utilizing.



## SECTION 3

# AS WAS

## WHO

*SUCCESSFUL  
INDIVIDUAL TRAITS –  
PERSON AND THEIR  
QUALITIES*

## WHY

*GOAL – REASON,  
PURPOSE AND INTENT*

## Discover Self

### The (AC) - Artificial Ceiling

*"the only person standing in your way is you –  
you must break free and stay free"*

### Who - Successful Individual Traits - Person and Their Qualities

#### Why - Goal - Reason, Purpose and Intent Foundation/Fundamentals

The Past/The Future  
ABCs of Trauma/Dysfunction  
My Life Timeline  
5 Methods of ReMADE Living  
- Reframing, Mindset,  
Attitude, Demeanor,  
Empowerment

Challenging Life Event  
Worksheet  
Dizzy by Design- ON/OFF  
Foundation/Layer  
R.I.P.E.  
Courage Pathway  
Life's Chase  
Snapshot Made Possible By

#### Conversation Themes:

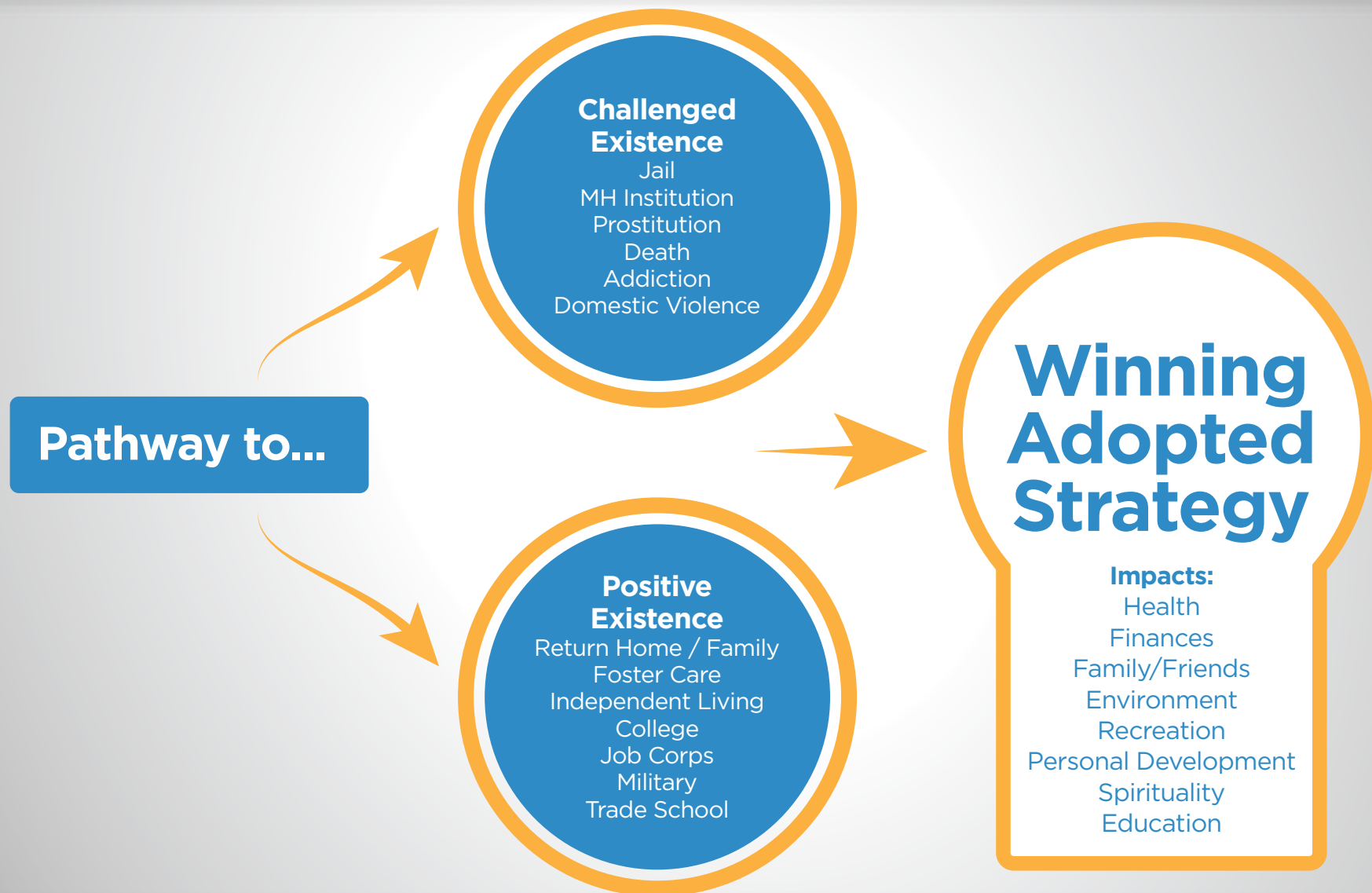
- *Least Common Denominator*
- *Flipping Life Forward backwards*
- *Adequacy/Transparency*
- *Story Telling*
- *As Was, As Is, As Will Be*
- *And/Ors*
- *Obligation vs. Opportunity*
- *Interdependence*
- *Mission/Permission*
- *Things are always arranged*
- *Self-Reconciliation*
- *Cliffs*
- *Wisdom, Words, and Ways*



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## The Past/The Future



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# ABC's of Trauma/Dysfunction

**A**ccusation - finger pointing/singling out

**B**urden - weight/load

**C**ause - reason/source

Antidote to the ABC's of Trauma/Dysfunction

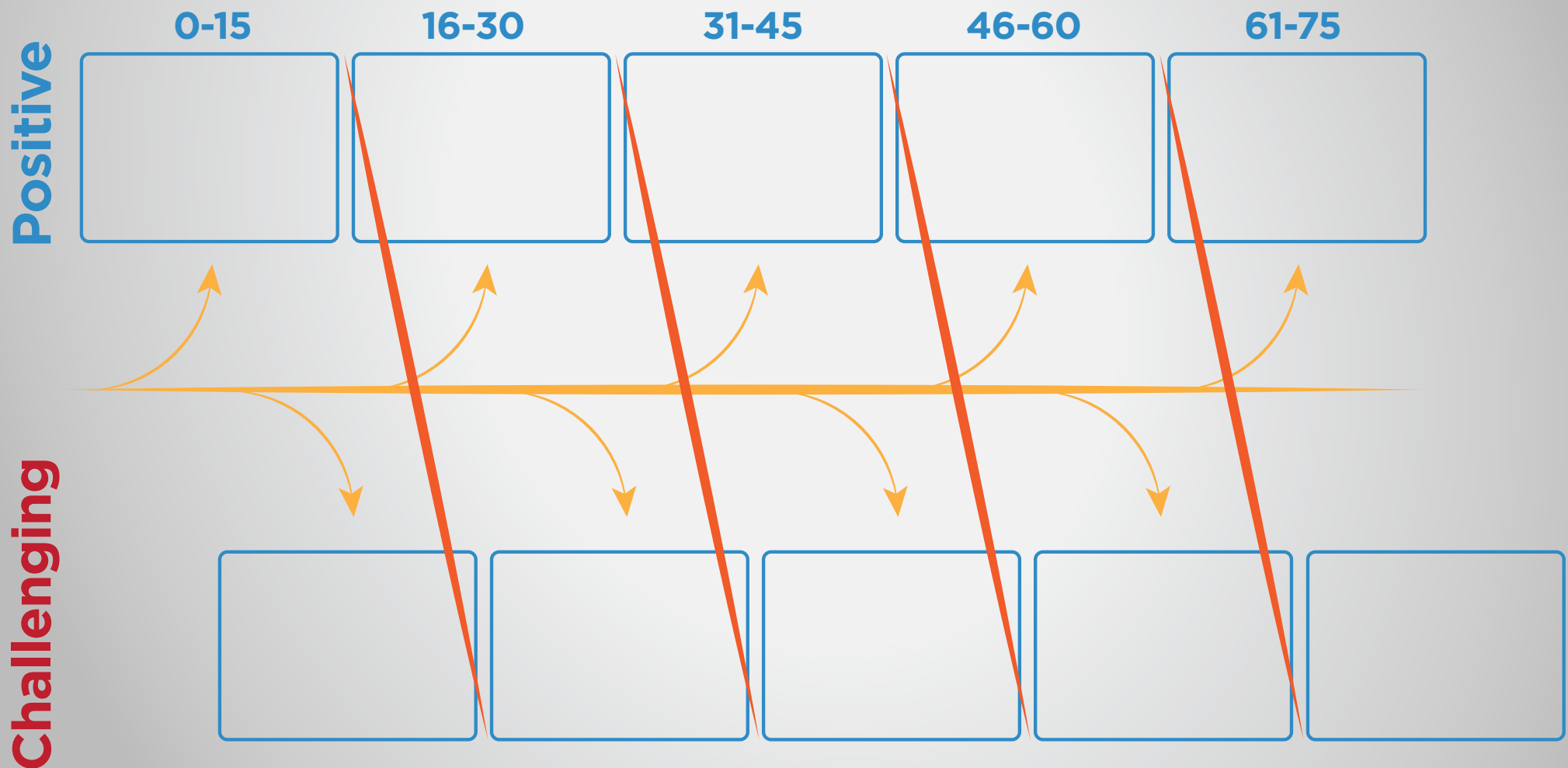
**Water ME - H<sup>2</sup>O M.E. = Humility, Humor, Optimism, Mindfulness, Empowerment**

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## My Life Timeline



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# 5 METHODS OF ReMADE LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## Reframing

*Understanding the past with a focus on the future*

**Vision**

~~Drifting~~

- Reframing Challenging Life Events so they liberate self and others

**EXPERIENCE**

**3Cs Reminder –**  
You have Cover  
You have Courage  
You have Capacity

## Mindset

*is the major source of energy*

**Maturity**

~~Immaturity~~

- CCOPPE - Embracing the "Painful Truth"
  - ▣ **Courageously Confront**
  - ▣ **Organize**
  - ▣ **Play**
  - ▣ **Pray**
  - ▣ **Exit**

**THINK**

**3 Rights –**  
Right Person,  
Right Time, &  
Right Words

## Attitude

*of a victor*

**Humility**

~~Grandiosity~~

- Managing Life's Least Common Denominators that affect our emotions
  - ▣ **Beliefs**
  - ▣ **Ownership**
  - ▣ **Worth**
  - ▣ **Security**

**FEEL**

Natural need for confirmation of one's **adequacy**

## Demeanor

*of a creator*

**Grateful**

~~Reckless~~

- Applying the MRCss to avoid conflicts
  - ▣ **Maturity**
  - ▣ **Responsibility**
  - ▣ **Conscious**
  - ▣ **Sacrifice**
  - ▣ **Surrender**

**ACT**

**3Ps – Prompt, Pristine, and Follow Particular Methods**

## Empowerment

*with a focus on the awesome*

**Courage & Destiny**

~~Fear & Despair~~

- Providing a S.A.F.E. environment where self and others feel
  - ▣ **Secure,**
  - ▣ **Adequate,**
  - ▣ **Fearless, and receive the support to**
  - ▣ **Expand their skills & knowledge**

**LIVE**

**4 C's of Change –**  
Concept,  
Communication,  
Collaboration &  
Consequences

**Education  
Personal Development**

**Health  
Recreation**

**"Whole Person"  
Life Domains**

**Spirituality  
Environment**

**Family/Friends  
Financial**

**NAVIGATOR'S PLEDGE:** BE GRATEFUL – TODAY IS HERE; MAKE THE MOST OF IT. BE AWARE – LEARN AS MUCH AS YOU CAN ABOUT THE MUCH YOU DO NOT KNOW. BE APPRECIATIVE – EVERYBODY, EVERY PLACE, AND EVERYTHING HAS VALUE. BE HAPPY – FIND THE BEAUTY IN THE PEOPLE, PLACES, AND THINGS YOU EXPERIENCE EVERY DAY AND CELEBRATE IT.

**CORE BELIEFS:** Positive Impact, Continuous Improvement, Best Appearance, Respect, Standards/Rules, and Language and Behavior of Upbuilding Nature

*It's about the "ands", not the "ors".*

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# 5 METHODS OF ReMADE LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## Reframing

*Understanding the past  
with a focus on the future*

*Vision*

~~*Drifting*~~

- Reframing Challenging Life Events so they liberate self and others

**EXPERIENCE**

**3Cs Reminder –**

**You have Cover**

**You have Courage**

**You have Capacity**

# 5 METHODS OF ReMADE LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## Mindset

*is the major source of energy*

**Maturity**

~~Immaturity~~

- **CCOPPE** - Embracing the "Painful Truth"

- Courageously Confront**
- Organize**
- Play**
- Pray**
- Exit**

**THINK**

**3 Rights –  
Right Person,  
Right Time, &  
Right Words**



# 5 METHODS OF **ReMADE** LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## **Attitude**

*of a victor*

**Humility**

~~Grandiosity~~

- Managing Life's Least Common Denominators that affect our emotions

- Beliefs**
- Ownership**
- Worth**
- Security**

**FEEL**

Natural need  
for confirmation  
of one's  
**adequacy**



# 5 METHODS OF ReMADE LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## Demeanor *of a creator*

**Grateful**

~~Reckless~~

- Applying the MRCs  
to avoid conflicts

- Maturity*
- Responsibility*
- Conscious*
- Sacrifice*
- Surrender*

**ACT**

**3Ps – Prompt,  
Pristine, and  
Follow  
Particular  
Methods**

# 5 METHODS OF **ReMADE** LIVING

*Reframing, Mindset, Attitude, Demeanor, and Empowerment*

## **E**mpowerment

*with a focus on the awesome*

**Courage &  
Destiny**

~~Fear & Despair~~

- Providing a S.A.F.E. environment where self and others feel
  - **S**ecure,
  - **A**dequate,
  - **F**earless, and receive the support to
  - **E**xpand their skills & knowledge

**LIVE**

**4 C's of Change –**  
Concept,  
Communication,  
Collaboration &  
Consequences

# Challenging Life Event Worksheet

Life Domain	<h2>Sample Challenging Life Events</h2> <p>(a hardship, adversity, something difficult or unpleasant that you had to endure or overcome before the age of 18)</p>			
<b>Personal Development</b>	<input type="checkbox"/> Major depressive episode <input type="checkbox"/> Molestation <input type="checkbox"/> Sleeping challenges <input type="checkbox"/> Failure	<input type="checkbox"/> Psychiatric disorder <input type="checkbox"/> Abuse <input type="checkbox"/> Sadness <input type="checkbox"/> Image challenges	<input type="checkbox"/> Disability <input type="checkbox"/> Trauma <input type="checkbox"/> Fear <input type="checkbox"/> Bullying	<input type="checkbox"/> Rejection/Removal <input type="checkbox"/> Neglect <input type="checkbox"/> Conflict <input type="checkbox"/> Belittled/Berated
<b>Recreation</b>	<input type="checkbox"/> Inability to participate <input type="checkbox"/> Injury	<input type="checkbox"/> Unsuccessful at attempt <input type="checkbox"/> Poor coaching	<input type="checkbox"/> Winning <input type="checkbox"/> Aggressive parental coaxing	<input type="checkbox"/> Losing <input type="checkbox"/> Abusive teammates
<b>Spirituality</b>	<input type="checkbox"/> Felt forsaken by higher power <input type="checkbox"/> Inner turmoil	<input type="checkbox"/> Abuse of Power	<input type="checkbox"/> Compelled/No choice	No awareness/information
<b>Education</b>	<input type="checkbox"/> Academic achievement <input type="checkbox"/> Inability to concentrate	<input type="checkbox"/> Grade progression <input type="checkbox"/> Medical condition hindrance	<input type="checkbox"/> Inadequate education <input type="checkbox"/> Fear of success	<input type="checkbox"/> Limited resources <input type="checkbox"/> Accessibility
<b>Family/Friends</b>	<input type="checkbox"/> Lack of parent(s) <input type="checkbox"/> Adoption <input type="checkbox"/> Betrayal <input type="checkbox"/> Caregiver Depression	<input type="checkbox"/> Birth <input type="checkbox"/> Termination of parental involvement <input type="checkbox"/> Disagreement <input type="checkbox"/> Negative contracts/support systems	<input type="checkbox"/> Death <input type="checkbox"/> Divorce/Separation <input type="checkbox"/> Disappointment <input type="checkbox"/> Caregiver/friend medical issues	<input type="checkbox"/> Teasing/Bullying <input type="checkbox"/> Strife/Infidelity <input type="checkbox"/> Domestic violence <input type="checkbox"/> Feeling of guilt/responsibility for another's health issues
<b>Health</b>	<input type="checkbox"/> Injury <input type="checkbox"/> Height	<input type="checkbox"/> Illness <input type="checkbox"/> Substance Abuse	<input type="checkbox"/> Health Challenge <input type="checkbox"/> Hygiene/Self-Care	<input type="checkbox"/> Weight
<b>Environment</b>	<input type="checkbox"/> Fire <input type="checkbox"/> Detention/Jail/Violation <input type="checkbox"/> Terrorism <input type="checkbox"/> Toxic Setting	<input type="checkbox"/> Disaster <input type="checkbox"/> Homelessness <input type="checkbox"/> Oppression <input type="checkbox"/> Lack of Equality/Favoritism	<input type="checkbox"/> Accident <input type="checkbox"/> Violence <input type="checkbox"/> Suppression <input type="checkbox"/> Prejudices	<input type="checkbox"/> Moving/Relocation <input type="checkbox"/> War/Political unrest <input type="checkbox"/> Hostile Language
<b>Financial</b>	<input type="checkbox"/> Poverty <input type="checkbox"/> Discrimination <input type="checkbox"/> Wasteful spending	<input type="checkbox"/> Unemployment <input type="checkbox"/> Large/Excessive Debt	<input type="checkbox"/> Theft <input type="checkbox"/> Repossession	<input type="checkbox"/> Bad Luck <input type="checkbox"/> Greed

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Challenging Life Event Worksheet

## Framing is in the Eye of the Beholder

Possible Affirmative Frames

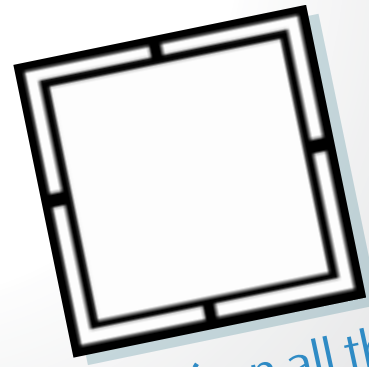
challenging life  
event  
Note Event Here



"Life is a journey  
not a destination"



"Take a non-traditional  
view of a situation"



"Given all that  
I need already"



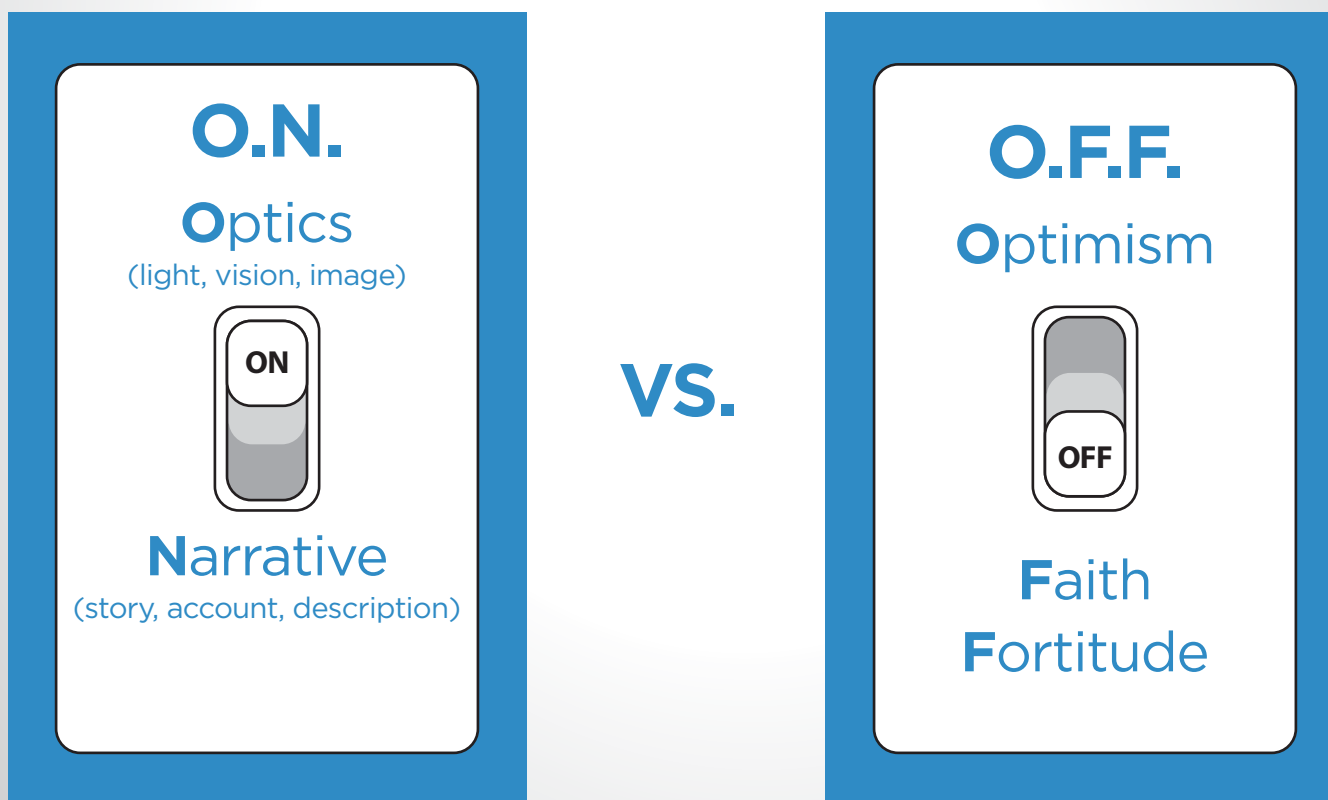
"Life is a filter"

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Dizzy by Design

## The Lightswitch – ON vs. OFF



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



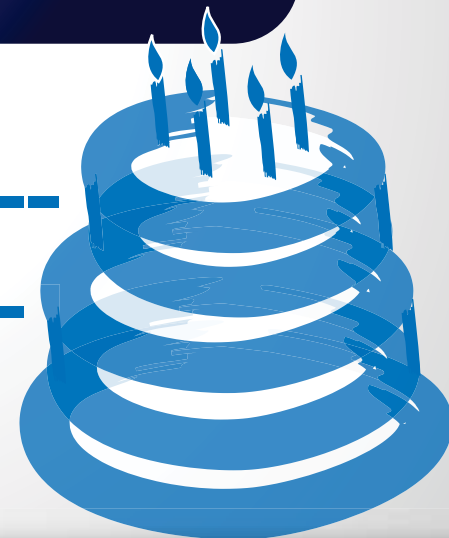
 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**Gotta Know The Difference!**

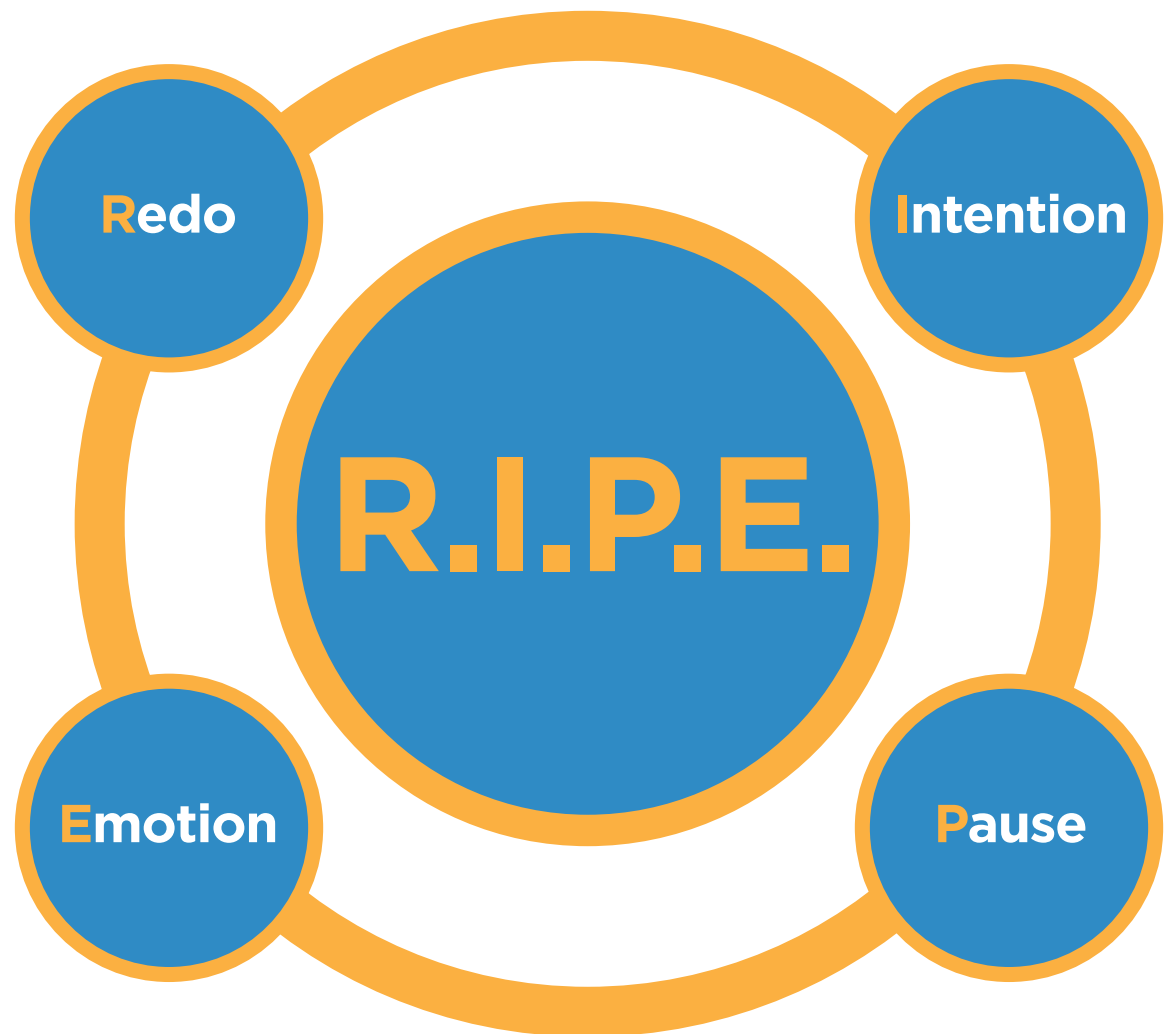
- **FOUNDATION** –  
base, basis, underpinning
- **LAYER** –  
coating, film, cover, level

**LAYER** -----  
**FOUNDATION** ----



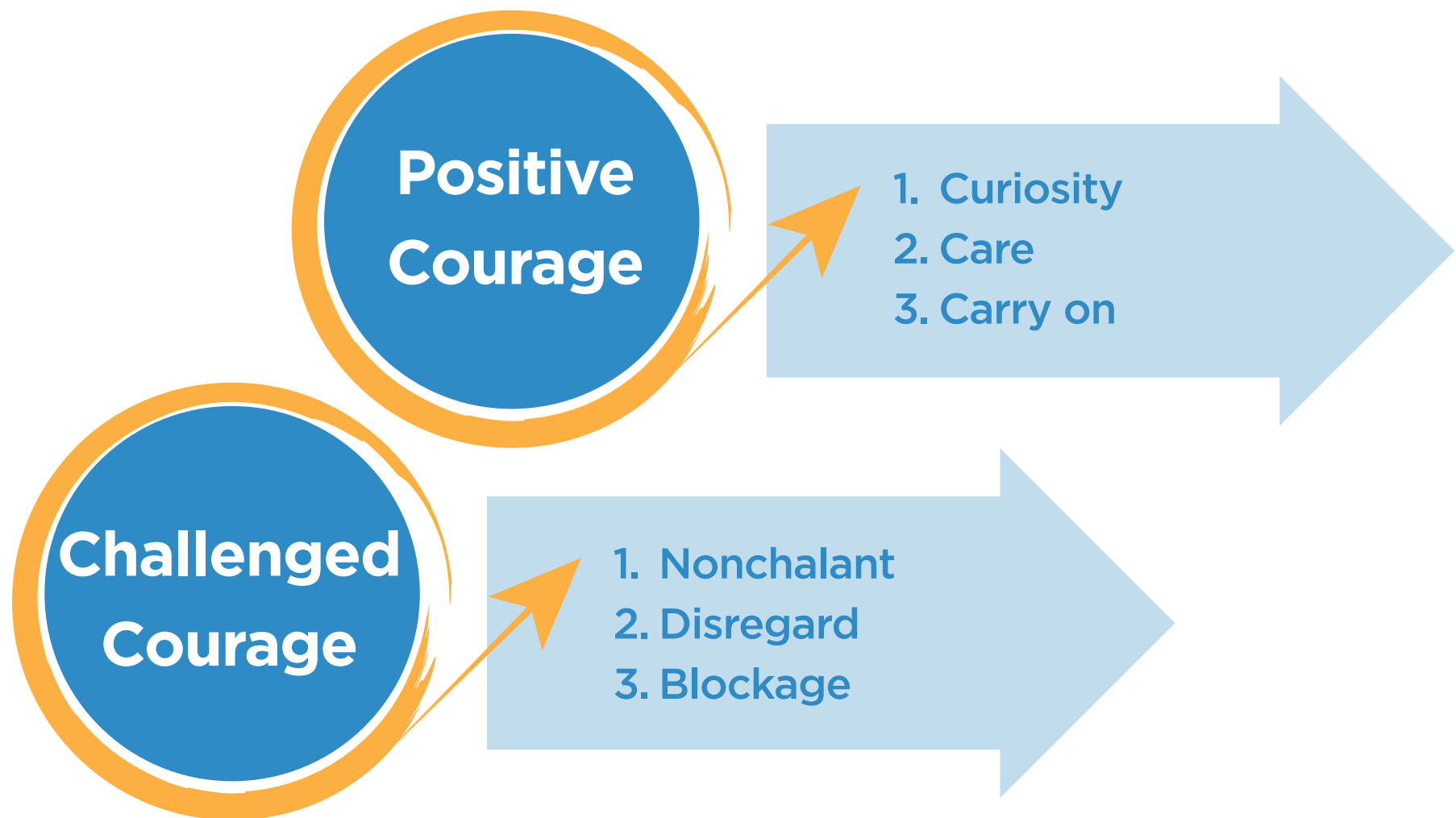
# R.I.P.E.

**Redo,**  
**Intention,**  
**Pause and**  
**Emotion.**





## Courage Pathway



## Life's Chase is leading you to 1 of 3 places:

No where

**DEAD  
END**

Somewhere  
Challenging

**FALLING  
ROCK**

Somewhere  
Positive

**SMOOTH  
SAILING**



# Snapshot – Made possible by...

**Name**

*Education*

*Family/Friends*

*Financial*

*Spirituality*

*Health*

*Recreation*

*Environment*

*Personal  
Development*

**Circumstance**

**People, Places, and Things**

## SECTION 4

# AS IS

## WHAT

*PRACTICES –  
TECHNIQUES AND  
METHODS*

## WHERE

*VENUE – LOCATION  
AND PLACE*

## Tolerate Strong Interactions

### The (WAS) - Winning Adopted Strategy

*"you can only do what you know –  
you need to know more so you can do the most"*

### What - Practices - Techniques and Methods Where - Venue - Location and Place Current Successes/Challenges

Best Learning	Situational Analysis Report Card	R.A.R.E. Gateway Staple Expectations and Understandings
EST - Existing, Surviving and Thriving	Life's Window	Relationship Pyramid
RIPP - Risk, Incidents, Privileges and Perseverance	Situational Crossroads	RID (Reason, Impact, Destiny)
Which house do you live in? Which house are you building?	AWE - Accepting What Exists Traits	GrandS Closest Friends Struggle to Overcome Worksheet
Which house do you live in? Which house are you building? (detailed)	Leadership and Management Styles	Regulate/Regulator
Engagement of Life Principles and Practices (Overview)	Leadership's Solution Matrix	Regular vs. Irregular Report Card
Engagement of Life Principles and Practices (Worksheet)	Let's Not FIGHT	The "Setting Your Spirit" Pathway of Questions
Whole Person/Life Domains	Sources of Information/Control Systems/	Hits to Your Power and Position
Dimensions of the Real Story	Learning Process	Avoid: Second Rate Solutions to Catastrophic Problems
The M.A.Z.E. - Mind Altering Zigzag Experience DID/ICI	SCAMM - Situation Centered Around Mindset and Maturity	ABC's of Life Know Accountability
S3 - Speak, SAFE and Service	Life Inhibitors/Life Inciters	Arrest your challenging feelings, thoughts & behaviors
Pathway to Solutions Diagram (PTSD)	Hurt People Hurt People For Who Do I Cry	Attaining Your Life's Best Through Knowledge
Levels of Connection	AS3 Book Series	Challenged or Positive Grooming (FARCP) is about
Righteous Predatory Stealers10	C.U.R.E. vs. Challenge	Conceptual Underpinnings Connections
Prohibitive Interaction Strategies (PIP)	4Ms of Safety	Emotion/Thoughts List
Life's Real Deal	4Ms of Safety (detailed)	Empowerment Theory and Practice
BAMS Score	C.A.T. Walk of a Lifetime	FITT
Human Connection Continuum	C.A.T. Walk of a Lifetime (detailed)	Labels, Lies, and Liabilities vs. Acceptance, Answers, and Assets
Tator Board	A.U.T.O./ A.W.E	Life Path Crossroad
"S" Score	The Library of the Known/	Life's Anchors Pathways
Hidden Cs	The Library of the Unknown	Performing vs. Storming
Conflict Management Spectrum	Situations Decision Points	Six Programming Questions
Conflict Resolution	Life Friction Points (LFP)	The Cliffs of Accountability
Water Me - H2O ME - Humility, Humor, Optimism,	L.O.L- Loneliness of Leadership	The Right Person
Mindfulness and Empowerment	MY B.A.D (Battling Acceptance and Denial)	The Ripe Picker
Life H.I.R.E.	The "Tic Tock" of Time!	Thoughts, Feelings, and Behaviors
5 Senses	E3 Pathway	Vocabulary of Emotions
P2T Fix - persons, places, and things	Confidence UP! ( Innovative Thinking and Living)	We need to distinguish which time is it?
PCP - Power, Control and Position	My Life's Covering for Success	What you water is what you will grow!
Life's Implementation and Learning Cycle	Family of 3	H2O ME- Water Me
	A3 Interactions	What you water will grow
	SOS-Suppression Oppression of Self	Who are we serving/supporting
	My Life's Cover	
	Tic Tock of Time	
	Time (Simple)	
	Time (Detailed)	

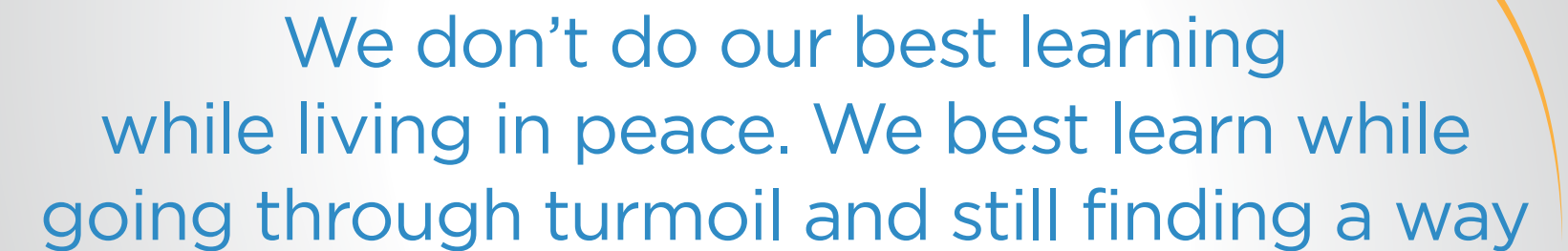
#### Conversation Themes:

- Ministry (Servant) vs. Jealousy (Slick)
- Contrasts
- Implied vs. Explicit
- Oblivious vs. Deliberate
- Silence No More
- Fear/Faith
- Strategic/Surgical
- Bold and Brazen vs. Reluctant and Unwilling
- Equifinality
- Not knowing/Ignorance



LifeKnow®

Attaining Your Life's Best Through Knowledge!



We don't do our best learning while living in peace. We best learn while going through turmoil and still finding a way to thrive — not just survive. With sustained, not just started effort, we get closer to success and to attaining our personal best.

*Dr. Nathaniel J. Williams*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

**EST**

**What do you spend your time doing?**

**Existing**

**Surviving**

**Thriving**

Education

Health

Finances

Environment

Personal Development

Spirituality

Family/Friends

Recreation



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# RIPP

## Ripp Two Low and Two High

**PERSEVERANCE**  
(Determination, Insistence, Fortitude)

**PRIVILEGES**  
(Advantage, Benefit, Access)

**INCIDENTS**  
(Infraction, Event, Occurrence)

**RISK**  
(Endanger, Jeopardize, Gamble)

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Which house do you live in? Which house are you building?

### Faith, Fortitude and Forgiveness

#### Water (H<sub>2</sub>O) ME/ 5 Closest Friends

Humor  
Humility  
Optimism  
Mindfulness  
Empowerment



#### Geography of Success (GOS)/AS<sup>3</sup>

As Was/  
Discover Self  
As Is/Tolerate  
Strong Interactions  
As Will Be/Develop  
and Sustain A Plan

### Fear, Frustration and Failing

#### G.R.A.B.S./ 5 Distant Enemies

Grandiose  
Raging  
Arrogant  
Blind  
Selfish



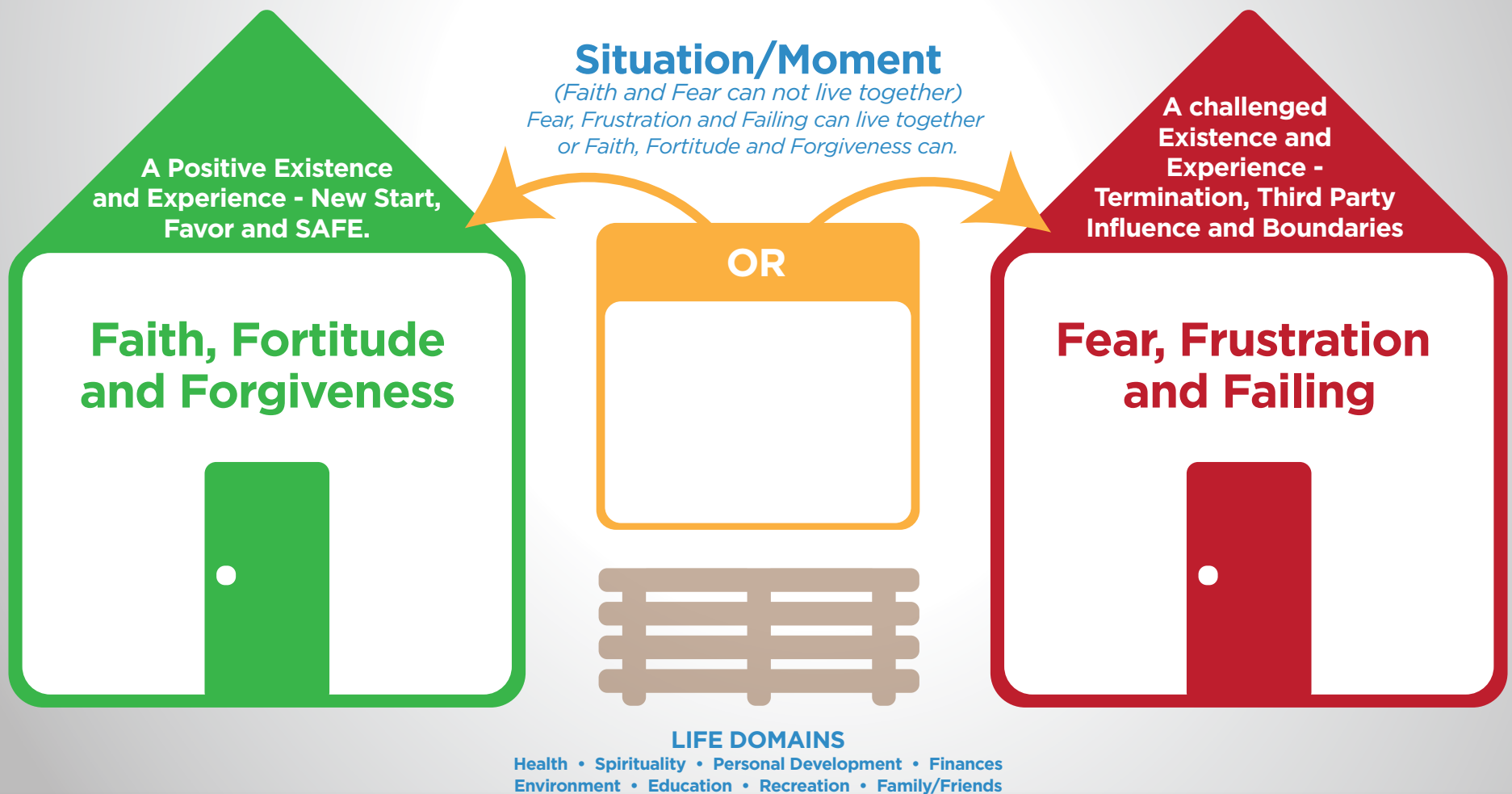
#### Righteous Predatory Stealers of Greed<sup>10</sup>

Jealousy  
Illogical Thinking  
Entitlement  
Silence  
Anger  
Selfishness  
Lazy/Lackadaisical  
Lying  
Thieving  
Craving

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Which house do you live in? Which house are you building?



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Engagement of Life Principles and Practices

**Positive Experience  
and Existence**

**Faith**  
*(intentional)*

**NEW START**

*"NEW DAY / BEGINNING"*

**FAVOR**

*"GRACE / BLESSING"*

**SAFE**

*"SACRED ARRANGEMENT OF  
FEELINGS AND EXPECTATIONS"*

OR

**Situation/Moment**

*(Faith and Fear can not live together)*

**LIFE DOMAINS**

Health • Spirituality • Personal Development • Finances  
Environment • Education • Recreation • Family/Friends

**Challenged Experience  
and Existence**

**Fear**  
*(default)*

**TERMINATION**

*"PEOPLE ARE AFRAID OF IT"*

**THIRD PARTY  
INFLUENCE**

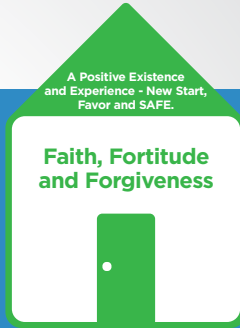
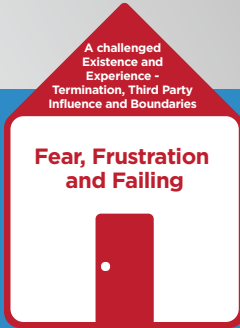
*"MANAGE IT TO YOUR ADVANTAGE"*

**BOUNDARIES**

*"STAY WITHIN THE LIMITS"*



# Engagement of Life Principles and Practices Worksheet

LIFE DOMAINS	Most Current Situation/Moment	 <small>A Positive Existence and Experience - New Start, Favor and SAFE.</small> <b>Faith, Fortitude and Forgiveness</b>	 <small>A challenged Existence and Experience - Termination, Third Party Influence and Boundaries</small> <b>Fear, Frustration and Failing</b>
Health			
Spirituality			
Personal Development			
Finances			
Environment			
Education			
Recreation			
Family/Friends			
Summary			

 LifeKnow®  
Attaining Your Life's Best Through Knowledge!

## THE WHOLE PERSON



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.





**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

## Dimensions of the Real Story

**Recreation**  
*Enjoy, Fun, Relax, Challenge*

**Spirituality**  
*Believe*

**Health**  
*Fit, Maximize, Healthy*

**Personal Development**  
*Become, Thrive, Overcome,  
Expand*

**Education**  
*Know, Seek, Acquire*

**Financial**  
*Have, Give*

**Family/Friends**  
*Belong, Love*

**Environment**  
*Live, Win, Own*



# Dimensions of the Real Story Worksheet

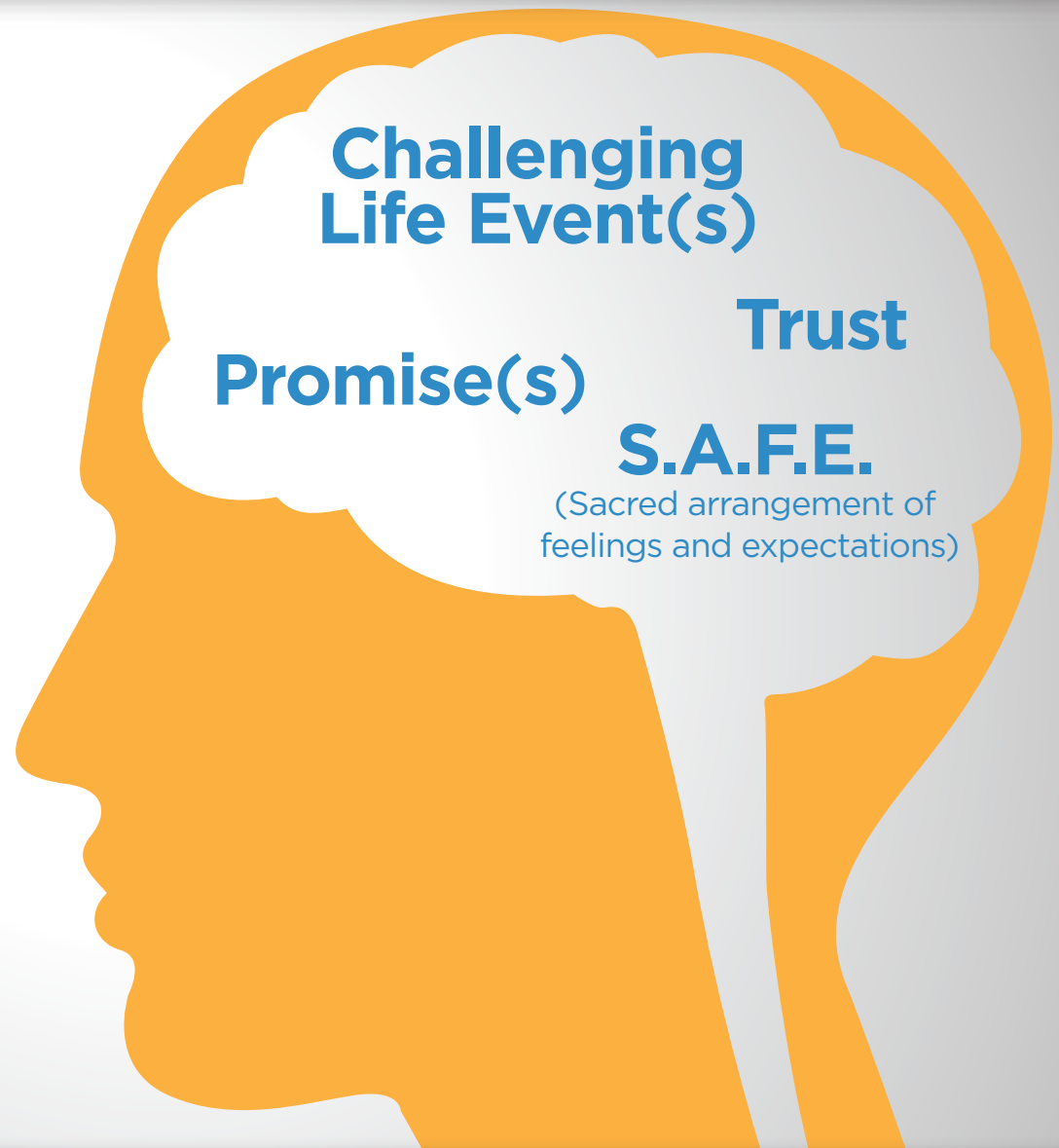
Situation/Challenge	
Eight Life Domains	Narrative
Education <i>Know, Seek, Acquire</i>	
Health <i>Fit, Maximize, Healthy</i>	
Financial <i>Have, Give</i>	
Environment <i>Live, Win, Own</i>	
Recreation <i>Enjoy, Fun, Relax, Challenge</i>	
Family/Friends <i>Belong, Love</i>	
Spirituality <i>Believe</i>	
Personal Development <i>Become, Thrive, Overcome, Expand</i>	



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

# The M.A.Z.E. Mind Altering Zigzag Experience



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## DID or ICI - Did I See? How I handle things.



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

**S3**

**Speak**

**SAFE**

**Service**

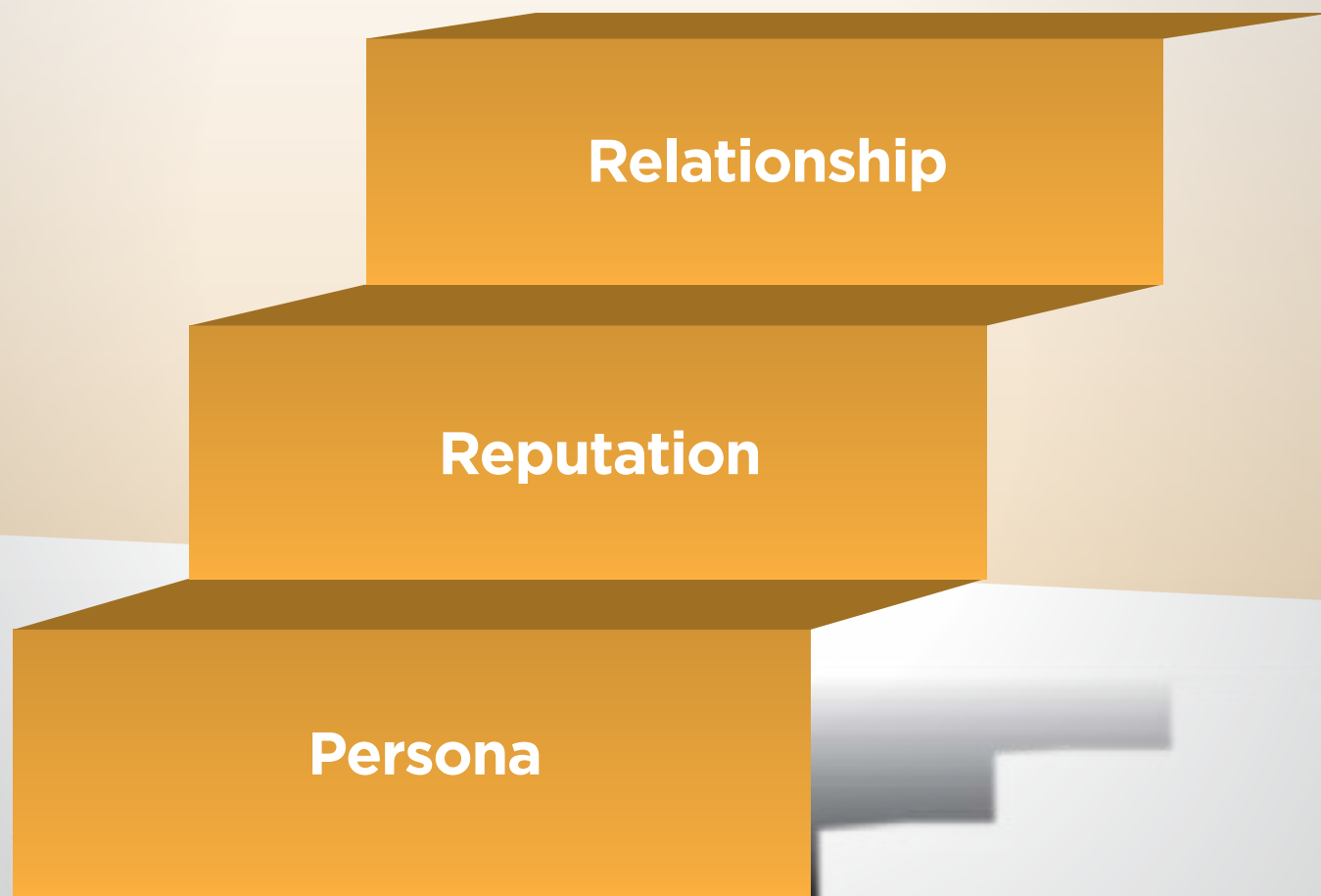


## Pathway to Solutions Diagram (PTSD)





## Levels of Connection



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Righteous Predatory Stealers<sup>10</sup> of Greed

**Jealousy**—*Disdain for situation*

**Illogical Thinking**—*Lack of sound reasoning*

**Entitlement**—*Rights to a person, place, or thing*

**Silence**—*None or limited talking about vital matters*

**Anger**—*Strong negative feeling/reaction*

**Selfishness**—*Solely serving one's own interests*

**Lazy/Lackadaisical**

—*Lacking enthusiasm and vigor*

**Lying**—*Deliberately untruthful*

**Thieving**—*Take without true ownership*

**Craving**—*Blinding attraction*

# Righteous Predatory Stealers of Greed<sup>10</sup>

Scale: 1 – Low/Optimal  
10 – High/Poor



**Theme**

**Challenging Life Event**

**SCAMM** – Situation Centered Around Maturity and Mindset



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## 8 Life Domains

***Education***

*Know, Seek,  
Acquire*

***Family/Friends***

*Belong,  
Love*

***Financial***

*Have,  
Give*

***Spirituality***

*Believe*

# LifeKnow<sup>®</sup> Attaining Your Personal Best<sup>®</sup>

## Righteous Predatory Stealers of Greed<sup>10</sup>

***Jealousy***

*Disdain for  
Situation*

***Illogical Thinking***

*Lack of sound  
reasoning*

***Entitlement***

*Rights to a person,  
place or thing*

***Silence***

*None or limited talking  
about vital matters*

***Anger***

*Strong negative  
feeling/reaction*

***Selfishness***

*Solely serving  
one's own interests*

***Lazy/Lackadaisical***

*Lacking enthusiasm  
and vigor*

***Lying***

*Deliberately  
untruthful*

***Thieving***

*Take without  
true ownership*

***Craving***

*Blinding  
attraction*

***Health***

*Fit, Maximize,  
Healthy*

***Recreation***

*Enjoy, Fun,  
Relax, Challenge*

***Environment***

*Live, Win, Own*

***Personal Development***

*Become, Thrive,  
Overcome, Expand*

LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Prohibitive Interaction Practices (PIPs)

### 5 Distant Enemies/ G.R.A.B.S.

~~Grandiose~~

~~Raging~~

~~Arrogant~~

~~Blind~~

~~Selfish~~

### Righteous Predatory Stealers of Greed<sup>10</sup>

~~Jealousy~~

~~Illogical Thinking~~

~~Entitlement~~

~~Silence~~

~~Anger~~

~~Selfishness~~

~~Lazy/Lackadaisical~~

~~Lying~~

~~Thieving~~

~~Craving~~

## Permitted Interaction Practices

**Humor**

*lightness of handling*

**Humility**

*lack of arrogance*

**Optimism**

*positive outlook*

**Mindfulness**

*heightened awareness*

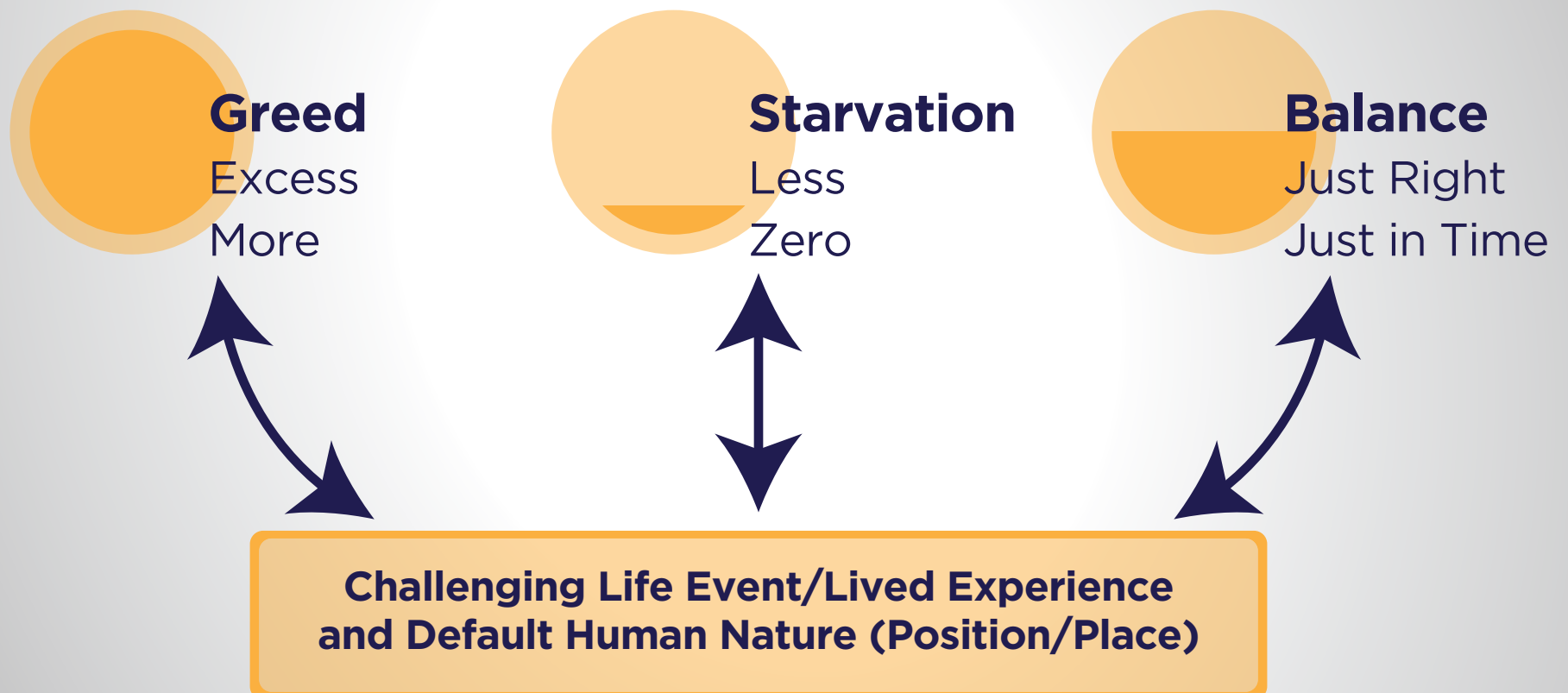
**Empowerment**

*perceived mandate*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Life's Real Deal



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

## BAMS Score

Scale: 1 – Low/Optimal  
10 – High/Poor

10	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Baloney**  
*(Makes No Sense)*

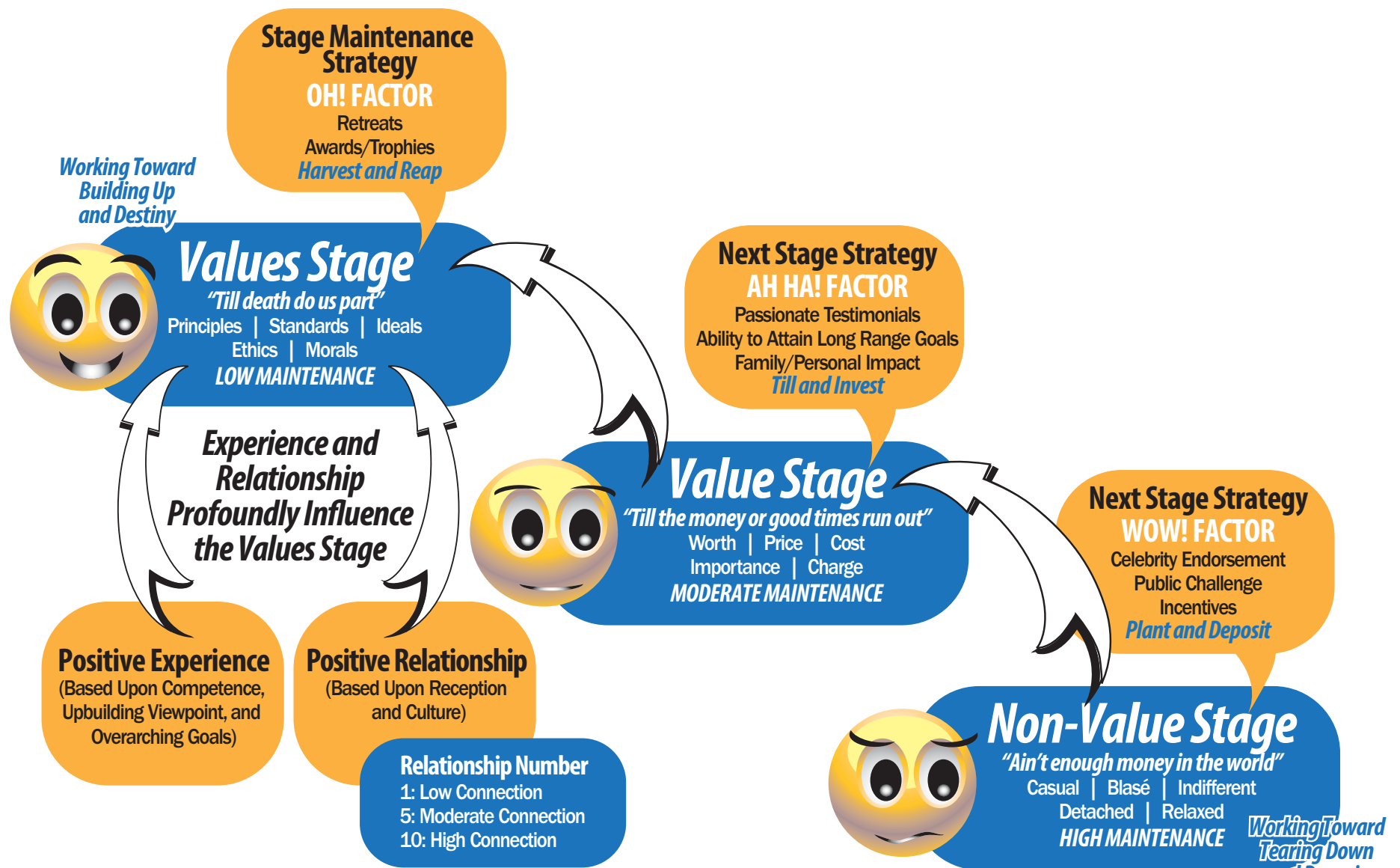
**Ashamed**  
*(Embarrassed,  
Ashamed, Less Than)*

**Matter**  
*(Important)*

**Selfishness**  
*(Wants, Desires)*

# THE HUMAN CONNECTION CONTINUUM

## Understanding Our Transactional World





## "Tator" Board - Which One Are You?

### Positive Existence

- ❑ Levitator  
- raise up
- ❑ Facilitator  
- organizer
- ❑ Commutator  
- speaker
- ❑ Cogitator  
- hard thinker

### Neutral Existence

- ❑ Imitator  
- follower
- ❑ Spectator  
- observer
- ❑ Mediator  
- reflect
- ❑ Commentator  
- reporter
- ❑ Annotator  
- note taker

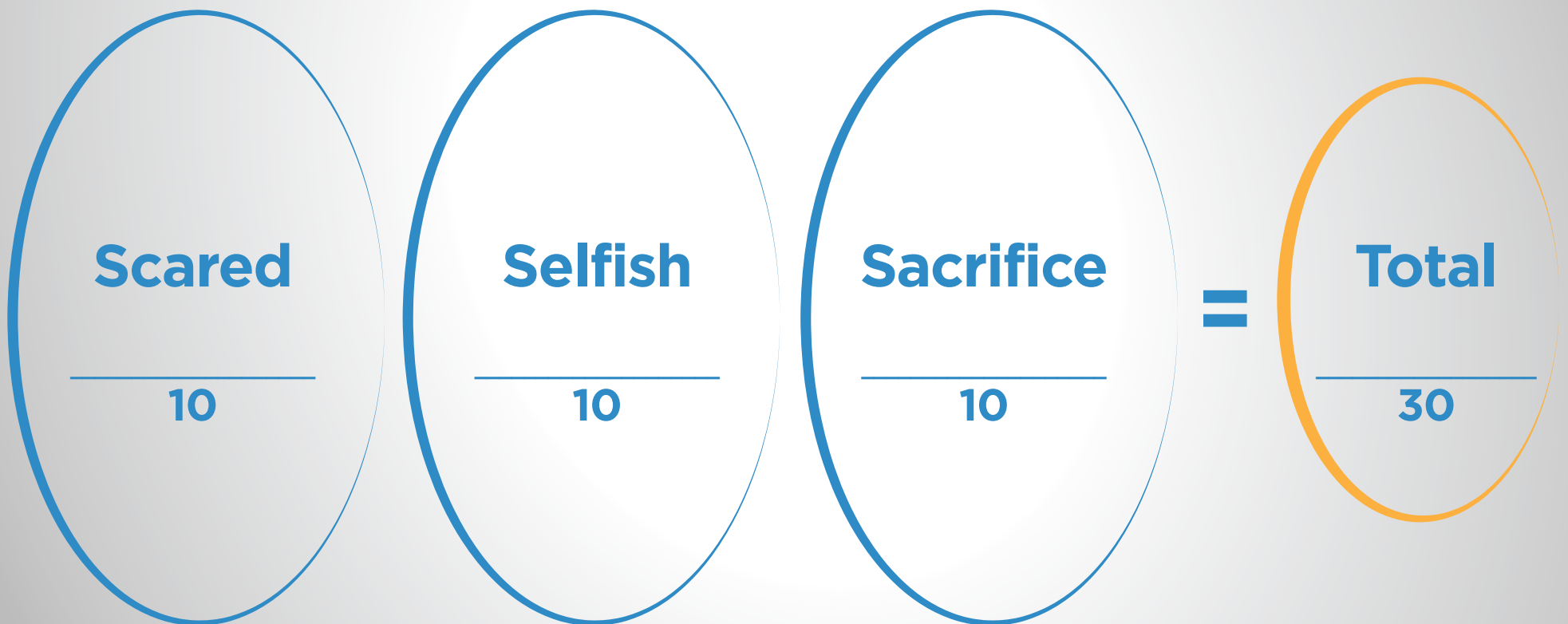
### Challenged Existence

- ❑ Dictator  
- ruler
- ❑ Agitator  
- rebel
- ❑ Stator  
- same spot
- ❑ Rotator  
- circular  
action
- ❑ Irritator  
- infuriate
- ❑ Hesitator  
- delay
- ❑ Dissertator  
- excess  
verbiage
- ❑ Devastator  
- warrior
- ❑ Amputator  
- cuts off
- ❑ Cunctator  
- delay
- ❑ Dilatator  
- shrinks

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## "S" Score



1 - Low  
10 - High



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The Hidden Cs

**Cost**

**Content**

**Consequence**

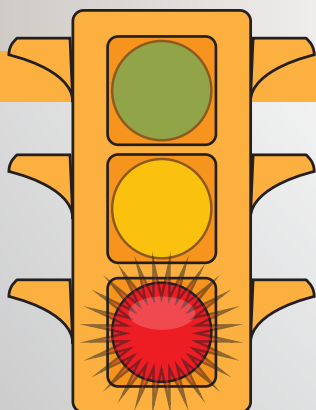
 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Conflict Management Spectrum

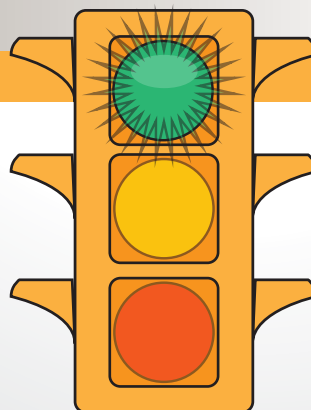
## CONFLICT AVOIDANT

- Evade
- Escape
- Elude
- Sidestep



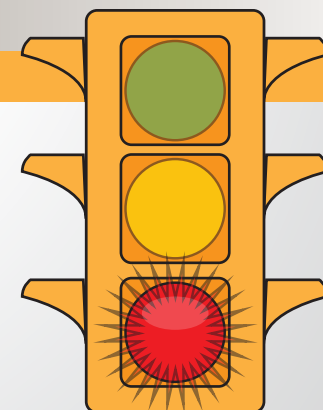
## CONFLICT ASSERTIVE

- Confident
- Firm
- Positive
- Forward



## CONFLICT AGGRESSIVE

- Hostile
- Forceful
- Antagonistic
- Violent





LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Conflict Resolution Choices

**Accommodating** - The accommodating strategy essentially entails giving the opposing side what it wants. The use of accommodation often occurs when one of the parties wishes to keep the peace or perceives the issue as minor.

**Collaborating** - Collaboration works by integrating ideas set out by multiple people. The object is to find a creative solution acceptable to everyone.

**Compromising** - The compromising strategy typically calls for both sides of a conflict to give up elements of their position in order to establish an acceptable, if not agreeable, solution.

**Competing** - Competition operates as a zero-sum game, in which one side wins and other loses.

## Conflict Resolution Elements

**Positive Perspective** - Accept conflict as a natural growth process.

**Grievance Procedure** - Follow formal grievance procedure.

**Equal Voices/Participation** - Give all parties to a conflict an equal voice, regardless of their position, length of stay influence.

**What you water is what will grow!**  
**H<sup>2</sup>O M.E. — Water Me**

**Hate & Heat**  
**Overtake My**  
**Existence**

**Humility, Humor,**  
**Optimism,**  
**Mindfulness &**  
**Empowerment**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

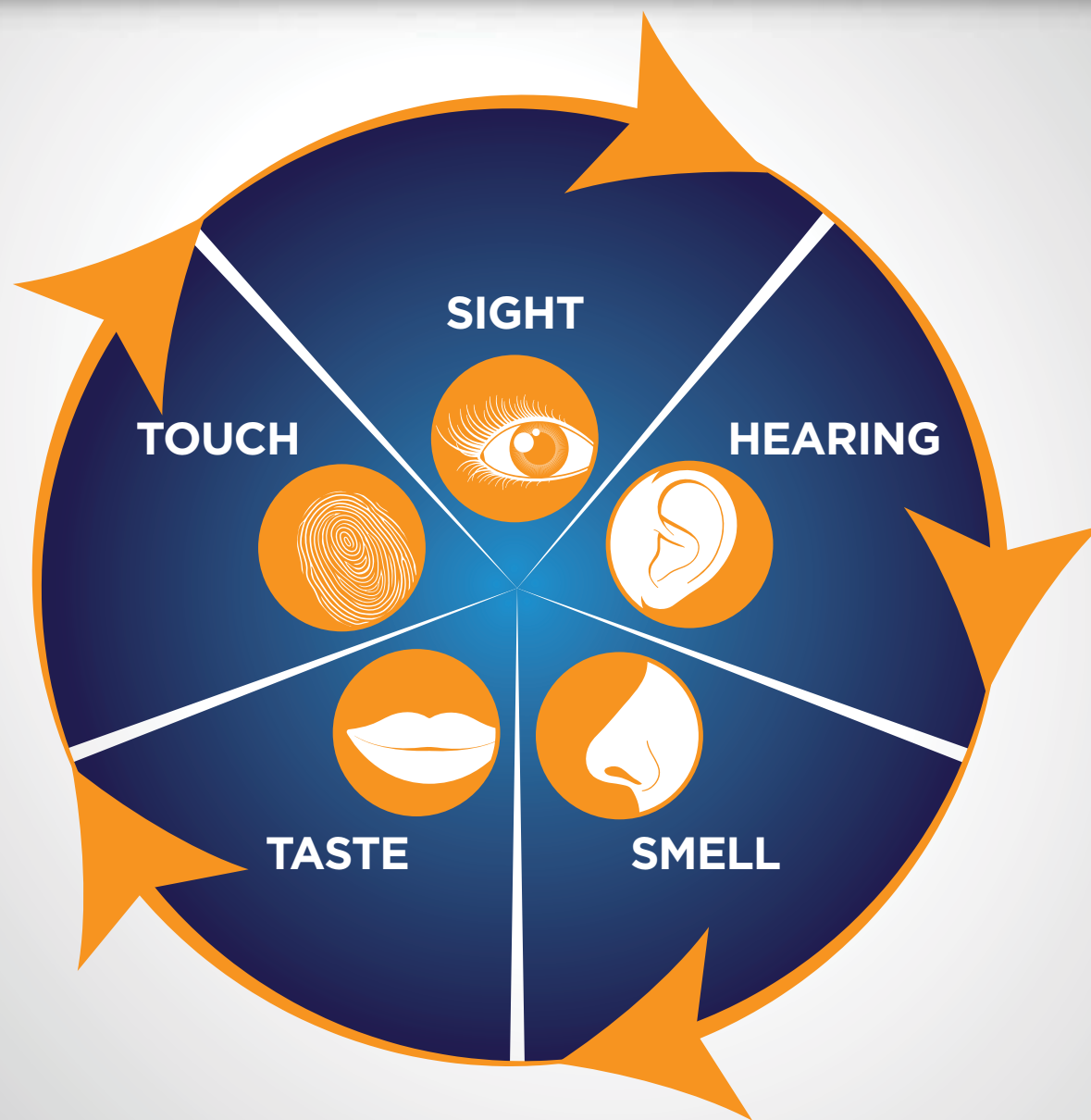
**Life HIRE** — It's all about the *People, Places,*  
and *Things* you bring into your life!



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## Five Senses

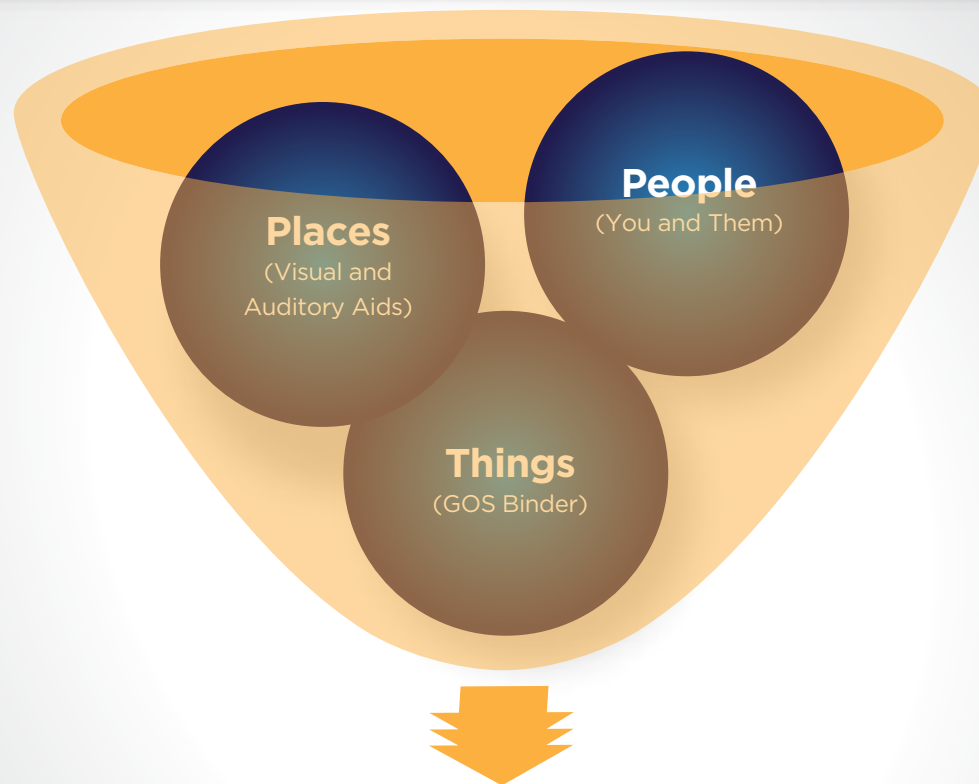




 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**P<sup>2</sup>T Fix**



## Cadence (flow) of the Conversation

**Beginning** (people – you and them) – Ask and seek permission

**Middle** (places – visual and auditory aids) – Tell and show them, get them involved in what you are telling them

**End** (things – GOS Binder Materials) – Summarize and exit in an upbuilding way

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# P<sup>2</sup>T Fix

New  
**P**eople

New  
**P**laces

New  
**T**hings

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**PCP**



**PCP**  
**Power/Control/  
Position**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Life's Implementation Cycle (LIC)

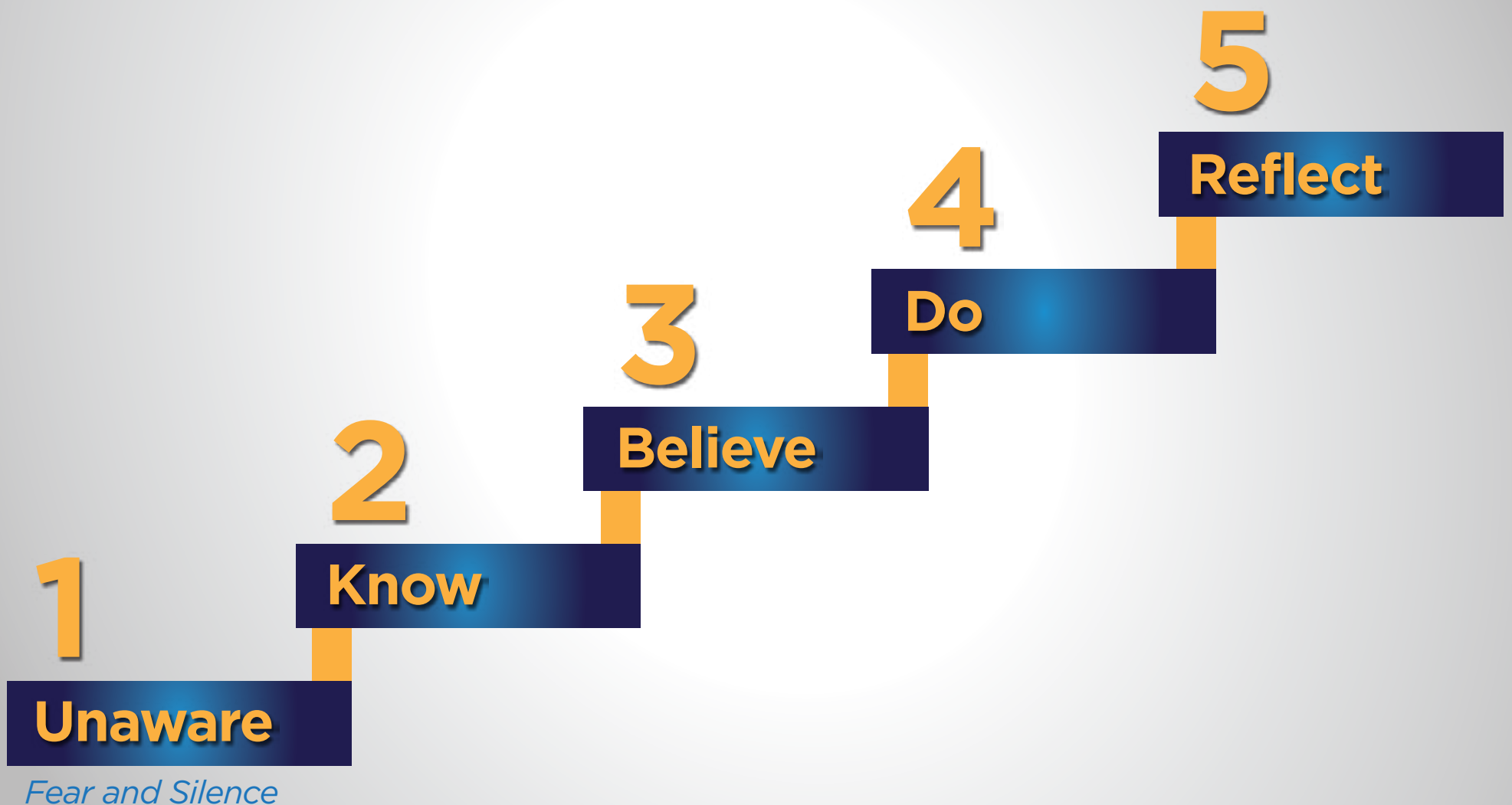


Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Life's Implementation Cycle (LIC)



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Life's Learning and Implementation Cycle (LLIC)



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



	Self		Other(s)	
<b>OVERALL CHECK-IN</b>				
5 Methods of ReMADE Living – Reframing, Mindset, Attitude, Demeanor, & Empowerment	Got It	Needs Work	Got It	Needs Work
Maturity				
Perspective Adjustment				
Resolve				
High Expectations				
Surrender				
Servant				
<b>BEFORE THE MOMENT</b>				
Pre-Teaching				
Positive Reinforcement				
Practice, Procedure, Policy Reinforcement or Improvement				
<b>IN THE MOMENT</b>				
Personalized Approach				
Assist/Interact				
Big Picture Reminder – Break the Cycle				
Sabotage/Fear Awareness				
<b>AFTER THE MOMENT</b>				
Debriefing				
Recognition of Efforts				
Chronicle and Share Experience				
<b>SCORE</b>				

Got \_\_\_ out of 17 Options      Got \_\_\_ out of 17 Options

<b>Plan for self correction</b> Because I received a score of ___ / 17	<b>Plan for other (s) correction</b> Because they received a score of ___ / 17



As Was, As Is, As Will Be P2T - Persons, Places, and Things  
 Right Person, Right Time, Right Words  
 What I know is all I can do

# Life's Window

<h2>Challenged Existence</h2> <p>Challenging Life Event _____</p> <p>Triggers _____</p> <p>Possibilities _____</p>	<h2>Positive Existence</h2> <p>Reframed View _____</p> <p>Dreams / Aspirations _____</p> <p>Requirement _____</p>
--	---

5 Senses - hear, see, feel, touch, smell  
**Urgency Intentionality**  
 Help self and others  
 PCP - Power, Control, and Position

PC = Potential (possible) and Capacity (ability)  
 Equifinality  
 No More Lies/Distortions, Negative Contracts/Alliance, and Covering Up/Hiding Out  
 No More Silence  
 What you water is what will grow!

Personality Test  
 Health  
 Personal Development  
 Financial  
 Spirituality  
 Family/Friends  
 Environment  
 Recreation  
 Education  
 Cliffs  
 AWE - accept What Exists  
 Sponsorship Self-Reconciliation  
 Report Cards

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## SITUATIONAL CROSSROAD

**We have a choice – what will it be?**

**Building Up Pathway**  
Encouragement  
Acceptance  
Acknowledgement



**Life Domains**  
Health  
Education  
Personal Development  
Financial  
Environment  
Family/Friends  
Spirituality  
Recreation

**Tearing Down Pathway**  
Ridicule  
Withholding  
Rejection  
Removal



**LifeKnow**<sup>®</sup>  
Attaining Your Life's Best Through Knowledge!

## **LIVING in AWE** *Accepting What Exists*



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# UNDERSTANDING ME: LIST OF TRAITS

<b>Positive</b> <small>(Choose only 1 on each row)</small>	<b>Challenged</b>
<input type="checkbox"/> accepts authority, loyal, devoted	<input type="checkbox"/> rebellious
<input type="checkbox"/> accepts what's given	<input type="checkbox"/> ignores, rejects what's given
<input type="checkbox"/> affectionate	<input type="checkbox"/> distant, cold, aloof
<input type="checkbox"/> Ambitious, motivated	<input type="checkbox"/> self-satisfied, unmotivated
<input type="checkbox"/> aspiring	<input type="checkbox"/> self-satisfied
<input type="checkbox"/> candid	<input type="checkbox"/> closed, guarded, secretive
<input type="checkbox"/> caring	<input type="checkbox"/> uncaring, unfeeling, callous
<input type="checkbox"/> change; accepts, embraces it	<input type="checkbox"/> rejects change
<input type="checkbox"/> cheerful	<input type="checkbox"/> cheerless, gloomy, sour, grumpy
<input type="checkbox"/> considerate, thoughtful	<input type="checkbox"/> inconsiderate, thoughtless
<input type="checkbox"/> cooperative	<input type="checkbox"/> uncooperative, unhelpful, combative
<input type="checkbox"/> courageous	<input type="checkbox"/> cowering, fearful
<input type="checkbox"/> courteous	<input type="checkbox"/> rude, impolite
<input type="checkbox"/> decisive	<input type="checkbox"/> indecisive
<input type="checkbox"/> devoted	<input type="checkbox"/> uncommitted, uncaring, hostile
<input type="checkbox"/> determined	<input type="checkbox"/> indecisive, unsure
<input type="checkbox"/> does what is necessary, right	<input type="checkbox"/> does what is convenient
<input type="checkbox"/> perseveres, endures	<input type="checkbox"/> relents, gives up
<input type="checkbox"/> enthusiastic	<input type="checkbox"/> unenthusiastic, apathetic, indifferent
<input type="checkbox"/> expansive	<input type="checkbox"/> kept back, tight, constricting
<input type="checkbox"/> faith in life	<input type="checkbox"/> life can't be trusted
<input type="checkbox"/> faith in oneself	<input type="checkbox"/> lack of faith in self
<input type="checkbox"/> faith in others	<input type="checkbox"/> others can't be relied on
<input type="checkbox"/> flexible	<input type="checkbox"/> inflexible, rigid, unbending, stubborn
<input type="checkbox"/> forgiving	<input type="checkbox"/> unforgiving, resentful, spiteful
<input type="checkbox"/> focused	<input type="checkbox"/> unfocused, scattered
<input type="checkbox"/> freedom given to others	<input type="checkbox"/> authoritarian, controlling
<input type="checkbox"/> friendly	<input type="checkbox"/> unfriendly, distant, aloof, hostile
<input type="checkbox"/> frugal, thrifty	<input type="checkbox"/> wasteful, spendthrift
<input type="checkbox"/> generous	<input type="checkbox"/> stingy, miserly, selfish
<input type="checkbox"/> goodwill	<input type="checkbox"/> ill-will, malice, hatred
<input type="checkbox"/> grateful	<input type="checkbox"/> ungrateful, unappreciative
<input type="checkbox"/> hard-working	<input type="checkbox"/> lazy
<input type="checkbox"/> honest	<input type="checkbox"/> dishonest, deceiving, lying
<input type="checkbox"/> humble	<input type="checkbox"/> arrogant, conceited, ego-centric
<input type="checkbox"/> interested	<input type="checkbox"/> indifferent, uncaring
<input type="checkbox"/> involved	<input type="checkbox"/> complacent, indifferent
<input type="checkbox"/> jealous, not	<input type="checkbox"/> jealous, envious, covetous

<b>Positive</b> cont'd	<b>Challenged</b> cont'd
<input type="checkbox"/> kind	<input type="checkbox"/> unkind, uncaring, cruel, mean
<input type="checkbox"/> mature	<input type="checkbox"/> immature
<input type="checkbox"/> modest	<input type="checkbox"/> vain
<input type="checkbox"/> open-minded, tolerant	<input type="checkbox"/> narrow, close, small-minded, intolerant
<input type="checkbox"/> optimistic	<input type="checkbox"/> pessimistic
<input type="checkbox"/> perfects	<input type="checkbox"/> allows imperfection
<input type="checkbox"/> persistent, sustaining	<input type="checkbox"/> waning, fleeting, unsustaining
<input type="checkbox"/> practical	<input type="checkbox"/> impractical, not viable
<input type="checkbox"/> punctual	<input type="checkbox"/> late, not on time
<input type="checkbox"/> realistic	<input type="checkbox"/> naïve, impractical
<input type="checkbox"/> reliable	<input type="checkbox"/> unreliable, undependable
<input type="checkbox"/> respectful	<input type="checkbox"/> disrespectful, rude, impolite
<input type="checkbox"/> responsibility, takes	<input type="checkbox"/> blames others
<input type="checkbox"/> responsible	<input type="checkbox"/> unreliable, undependable
<input type="checkbox"/> responsive	<input type="checkbox"/> unresponsive, unreceptive
<input type="checkbox"/> self-confident	<input type="checkbox"/> lack of self-confidence, insecure
<input type="checkbox"/> self-directed	<input type="checkbox"/> directed by externals
<input type="checkbox"/> self-disciplined	<input type="checkbox"/> undisciplined, unrestrained, indulgent
<input type="checkbox"/> self-esteem, high	<input type="checkbox"/> self-esteem, confidence – low
<input type="checkbox"/> self-giving	<input type="checkbox"/> self-centered
<input type="checkbox"/> self-reliant	<input type="checkbox"/> dependent
<input type="checkbox"/> selfless	<input type="checkbox"/> selfish
<input type="checkbox"/> sensitive	<input type="checkbox"/> insensitive, indifferent
<input type="checkbox"/> serious	<input type="checkbox"/> silly, trivial, petty
<input type="checkbox"/> sincere	<input type="checkbox"/> insincere, dishonest
<input type="checkbox"/> social independence	<input type="checkbox"/> social approval required
<input type="checkbox"/> sympathetic	<input type="checkbox"/> unsympathetic, unfeeling
<input type="checkbox"/> systematic	<input type="checkbox"/> unsystematic, disorganized, disorderly, random
<input type="checkbox"/> takes others point of view	<input type="checkbox"/> insists on own view
<input type="checkbox"/> thoughtful towards others	<input type="checkbox"/> thoughtless, inconsiderate, callous
<input type="checkbox"/> trusting	<input type="checkbox"/> suspicious, mistrusting
<input type="checkbox"/> unpretentious	<input type="checkbox"/> pretentious, affected, ostentatious
<input type="checkbox"/> unselfish	<input type="checkbox"/> selfish
<input type="checkbox"/> willing does, willingness	<input type="checkbox"/> stubborn, unwilling, reluctant
<input type="checkbox"/> work comes first	<input type="checkbox"/> convenience first

**TOTAL** \_\_\_\_\_ + **TOTAL** \_\_\_\_\_ = **72**

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# Leadership and Management Styles

**The Problem**

**Reluctant  
Intimidated  
Bashful**

**Jabbing you  
in the RIB.**

**The Solution**

**Prescriptive  
Assertive  
Declarative**

**Hit to the RIB  
launching you  
to the PAD.**



# LEADERSHIP'S SOLUTION MATRIX

<b>Education</b>	<b>Technology Usage/ Enhancement</b>	<b>Resource Examination/ Realignment</b>	<b>Policy Development/ Clarification</b>
Supervision/ Accountability Meeting	Form development	Examination of people, places, and things and their role/impact	Develop policy
Research Assignment	Form revision		Revise policy
Written Guidance/ Recap	Automation of process		Clarify policy
	Develop checklist/ report card		



# Let's NOT F.I.G.H.T.!

**F** – Forgive

**I** – It or

**G** – Go to the

**H** – Hall of Wasted

**T** – Time



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

## Universal Sources of Information

### Universal Control Systems

### Universal Life Learning Process

#### Universal Sources of Information

Source	Advantages	Drawbacks
Personal Observation	Gather firsthand knowledge Information isn't filtered Intensive coverage of work activities	Subject to personal biases Obtrusive/ Unmistakable
Statistical Reports	Easy to visualize Effective for showing relationships	Provide limited information Ignore subjective factors
Oral Reports	Fast way to get information Allows for verbal and non verbal feedback	Information is filtered Information can't easily be documented
Written Reports	Comprehensive Formal Easy to file & retrieve	Take more time to prepare

#### The Universal Control Systems

- **Market/Industry/Institution** - establish higher standards
- **Bureaucratic/Governmental** - rules, regulations, procedures, and policies
- **Clan/Group** - values, norms, traditions, rituals, and beliefs

#### Universal Life Learning Process



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**SCAMM® Personality Factor**

**SCAMM®**

**S**ituation  
**C**entered  
**A**round  
**M**aturity and  
**M**indset

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# LIFE...

## Life Inhibitors of Flow Energy (LIFE)

*These change you into  
something you are not!*



PEOPLE	PLACES	THINGS

## Life Inciters of Flow Energy (LIFE)

*These challenge you to grow  
into who you really are!*



PEOPLE	PLACES	THINGS



## Life Inhibitors of Flow Energy (LIFE)

*These change you into something you are not!*



PEOPLE	PLACES	THINGS





## Life Incitors of Flow Energy (LIFE)

*These challenge you to grow into something you really are!*



PEOPLE	PLACES	THINGS

A large orange arrow points upwards from the bottom left towards the table. The table has a blue header with three columns: 'PEOPLE', 'PLACES', and 'THINGS'. The body of the table is white with blue borders.

# How Hurt People Connect

**1. Refuse**  
(Decline/Reject)

**2. Refute**  
(Rebut/Disprove)

**4. Refuge**  
(Sanctuary/Protection)

**3. Resign**  
(Take Leave/Stop)



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## For Who Do I Cry...

by Nathaniel J. Williams, Ed.D.

**For who do I cry,** for the winner who crosses the finish line or for the person who has never won a race.

**For who do I cry,** for those who Know God or for those who believe God does not know them.

**For who do I cry,** for those that can reach their goal or for those that never set a goal.

**For who do I cry,** for the person who passes the test or for those who can only do their best.

**For who do I cry,** for the child who takes their first breath or for the person who takes their last.

**For who do I cry,** for those who never have to worry about money or for those who don't have a penny.

**For who do I cry,** for those whose house is warm or for a person whose house is torn.

**For who do I cry,** because I see a person who is loved or for those who never hear the words I love you.

**For who do I cry...**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## AS<sup>3</sup> Book Series - Call for Authors

### Do you have a compelling story about adversity or accomplishment?

We are currently accepting poems and stories for the second and third books within the AS<sup>3</sup> Book Series.

The only requirement for submission is that the first or last sentence of the paragraph needs to include the book title for which the poem or story is being submitted.

*Examples:*

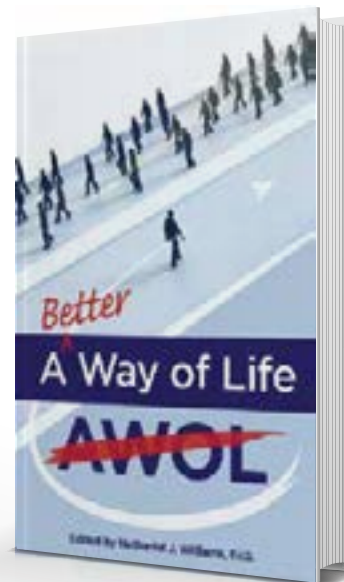
**A better way of life** for me was to go to school and concentrate on my studies. School was never easy for me. But it was something I knew I needed to do in order to achieve the things I wanted in life.

**Finally,** I have grown up. I have matured. I have started the journey to become the person I want to be. I am not done yet. Hang in there. Watch me grow. Watch me know. Watch me show.

**Deadline for all submissions is 4/15/19. Email submission(s) to [AS3books@lifeknow.net](mailto:AS3books@lifeknow.net).**

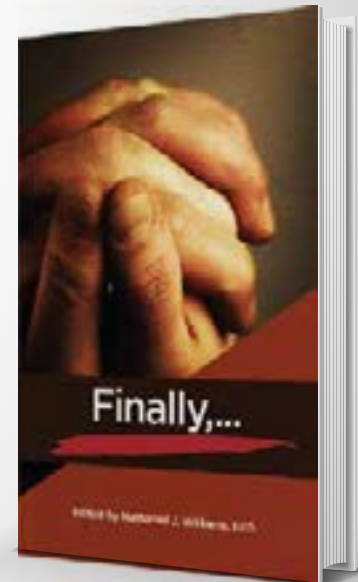
### AS Is A Better Way of Life...

Poems/Stories about  
handling adversity



### AS Will Be Finally,...

Poems/Stories about  
completing long sought after  
tasks/accomplishments/  
conversations



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# CURE vs. Challenge



**CURE -**  
"Courageous  
Understanding  
and Reaching  
for Excellence"

Humility  
Interdependent  
Harmony



**CHALLENGE**

Matter  
Independent  
Me



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

*Family*  
*Community*      *Work*  
*School*              *Relationship*

**4Ms**

# 4 Mandatories of Safety

<p><b>M</b>ediation  <i>intervene, facilitate, enable</i></p>	<p><b>M</b>ental Health/  <b>W</b>ellness  <i>stable, function, cope</i></p>	<p><b>M</b>apping  <i>plan, record, chart</i></p>	<p><b>M</b>entoring  <i>guide, tutor, teach</i></p>
---	--	---	---

*Did you consider this?*

*Are you ok?*

*Where are you going?*

*Who's got your back?*

### Life Domains

**Health**  
*Fit, Maximize, Healthy*

**Education**  
*Know, Seek, Acquire*

**Finances**  
*Have, Give*

**Personal Development**  
*Become, Thrive, Overcome, Expand*

**Spirituality**  
*Believe*

**Environment**  
*Live, Win, Own*

**Recreation**  
*Enjoy, Fun, Relax, Challenge*

**Family/Friends**  
*Belong, Love*

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

# 4Ms

## 4 Mandatories of Safety

Community School Work Family

### Mediation

*intervene, facilitate,  
enable*

**Did you  
consider this?**

### Mental Health/ Wellness

*stable, function, cope*

**Are you ok?**

### Mapping

*plan, record,  
chart*

**Where are  
you going?**

### Mentoring

*guide, tutor,  
teach*

**Who's got  
your back?**

*There are 4 required and universal elements of safety that must always be present to keep people, places, and things safe. The elements of safety are mental health/wellness, mentorship, mediation, and mapping. Mental health/wellness is defined as interest in assessing the status, functioning, and comfort of individuals by stressing the importance of accepting that it is okay to get some help. Furthermore, through mentorship, a guide, tutor, or teacher plays a role in strategizing steps toward success by getting individuals to acknowledge whose shoulders we stand on. In addition, mediation denotes the importance of allowing for intervention, facilitation, and enabling to highlight the fact that there are always alternatives to consider when managing a circumstance. Lastly, mapping signifies the role*

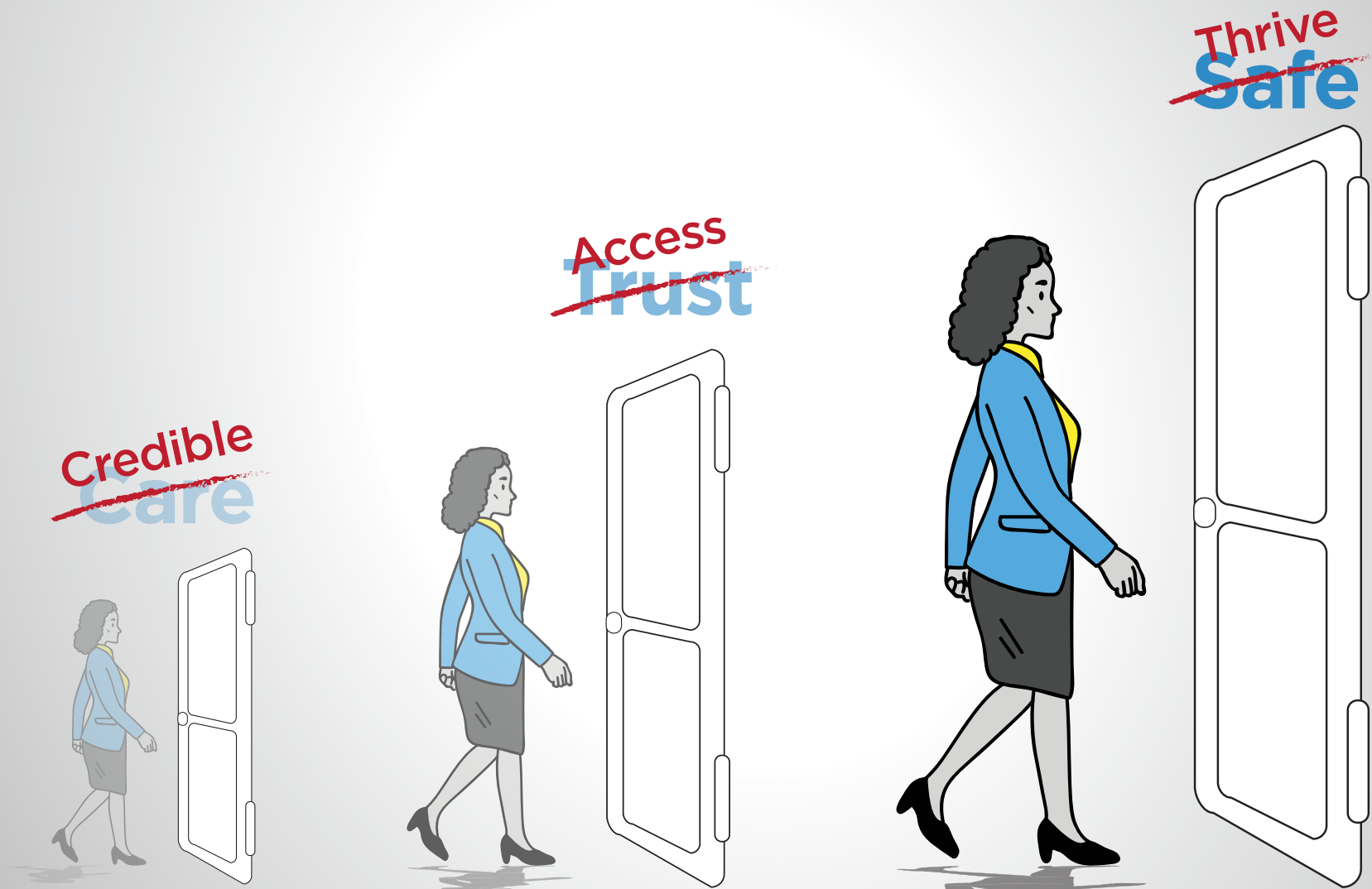
*that a plan, record keeping, and charting serves in communicating where a person has gone and desires to go.*

*The 4Ms of Safety represent an effort to remove the wiggle room that failure requires. Mediation asks us to question, "Did you consider this?" Mental health/wellness asks us to consider, "Are you OK?" Mentorship answers the question, "Who has your back?" Mapping challenges us to answer the question, "Where are you going?"*

*Safety is not constituted or ensured by any one of these activities alone, but it can be ensured when all are in place. Adherence to these concurrent/simultaneous activities ensures safety. We must be committed to a full and comprehensive effort to continually keep ourselves and others safe.*

**LifeKnow**<sup>®</sup>  
Attaining Your Life's Best Through Knowledge!

# C.A.T. Walk of a Lifetime



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow**<sup>®</sup>  
Attaining Your Life's Best Through Knowledge!

# C.A.T. Walk of a Lifetime

~~Safe~~ **Thrive**  
Develop & Sustain a Plan,  
Whole Person, and As Will Be

~~Trust~~ **Access**  
Tolerate Strong Interaction,  
People, Places and Things,  
and As Is

~~Care~~ **Credible**  
Discover Self,  
Life Domains,  
and As Was



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**A.U.T.O.**

*Accepting the  
Utter  
Truth and  
Obvious*

**A.W.E**

*Accepting  
What  
Exists*

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## The Library of the Known



**6 Questions** Who? What? When? Where? Why? How?

## The Library of the Unknown



**New People, Places and Things**

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Situation Decision Points

### Library of the Unknown Decision Points

### The Library of the Unknown

### The Library of the Known



### Library of the Known Decision Points

6 Questions Who? What? When? Where? Why? How?



New People, Places and Things



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

What you water is what will grow!

H<sup>2</sup>O M.E. — Water Me

(Humility, Humor, Optimism, Mindfulness & Empowerment)

**Showing  
Up With**



**5 Closest  
Friends**

**5 Distant  
Enemies**

**Don't have the G.R.A.B.S.**  
(Grandiose, Raging, Arrogant, Blind and Selfish)

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

# L.O.L. – Loneliness of Leadership

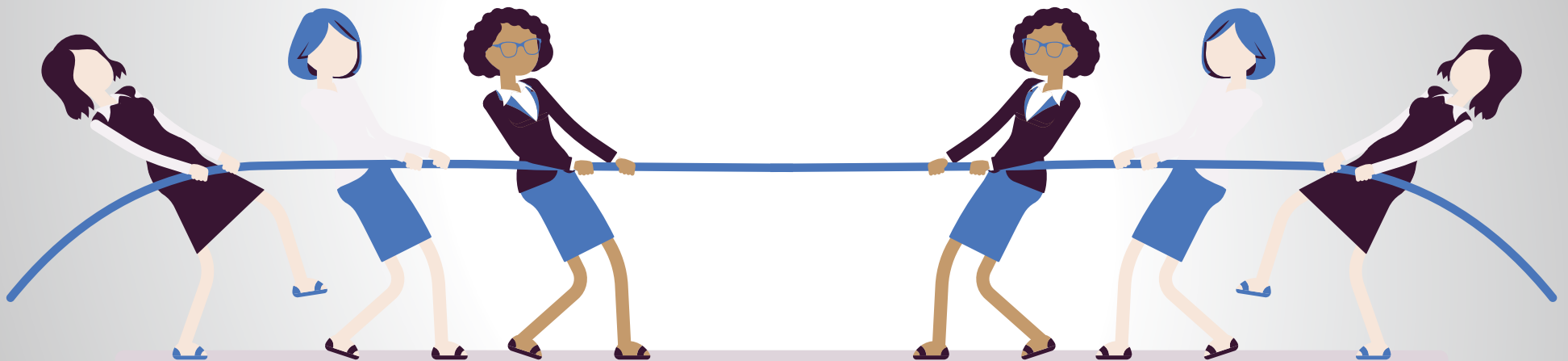
*As you lead yourself and others, the first steps are often done by yourself and as you are successful the crowd emerges. Remember to then speed up your pace and get ahead of the crowd again. This is the true cycle of successful leadership of self and others.*

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## MY B.A.D.

**Battling Acceptance and Denial**



**Acceptance**

**Denial**

## Life Domains

Education  
Family/Friends

Financial  
Spirituality

Health  
Recreation

Environment  
Personal Development

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The "Tic Tock" of Time!



## **T – Talents**

(how and when we use them)

## **I – Intentional**

(what we concentrate on)

## **C – Contrasts**

(where we look to see the beauty)

## **T – Treasures**

(the gifts we possess and share)

## **O – Optimism**

(audacity to believe)

## **C – Care**

(concerned about reaching excellence)

## **K – Kindness**

(capacity to build up)

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## E<sup>3</sup> Pathway



 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!



# Confidence

## Innovative Thinking and Living

**E3 Pathway**

*Effort*  
*Enthusiasm*  
*Education*

**3Ps**

*Prompt*  
*Pristine*  
*Particular Methods*

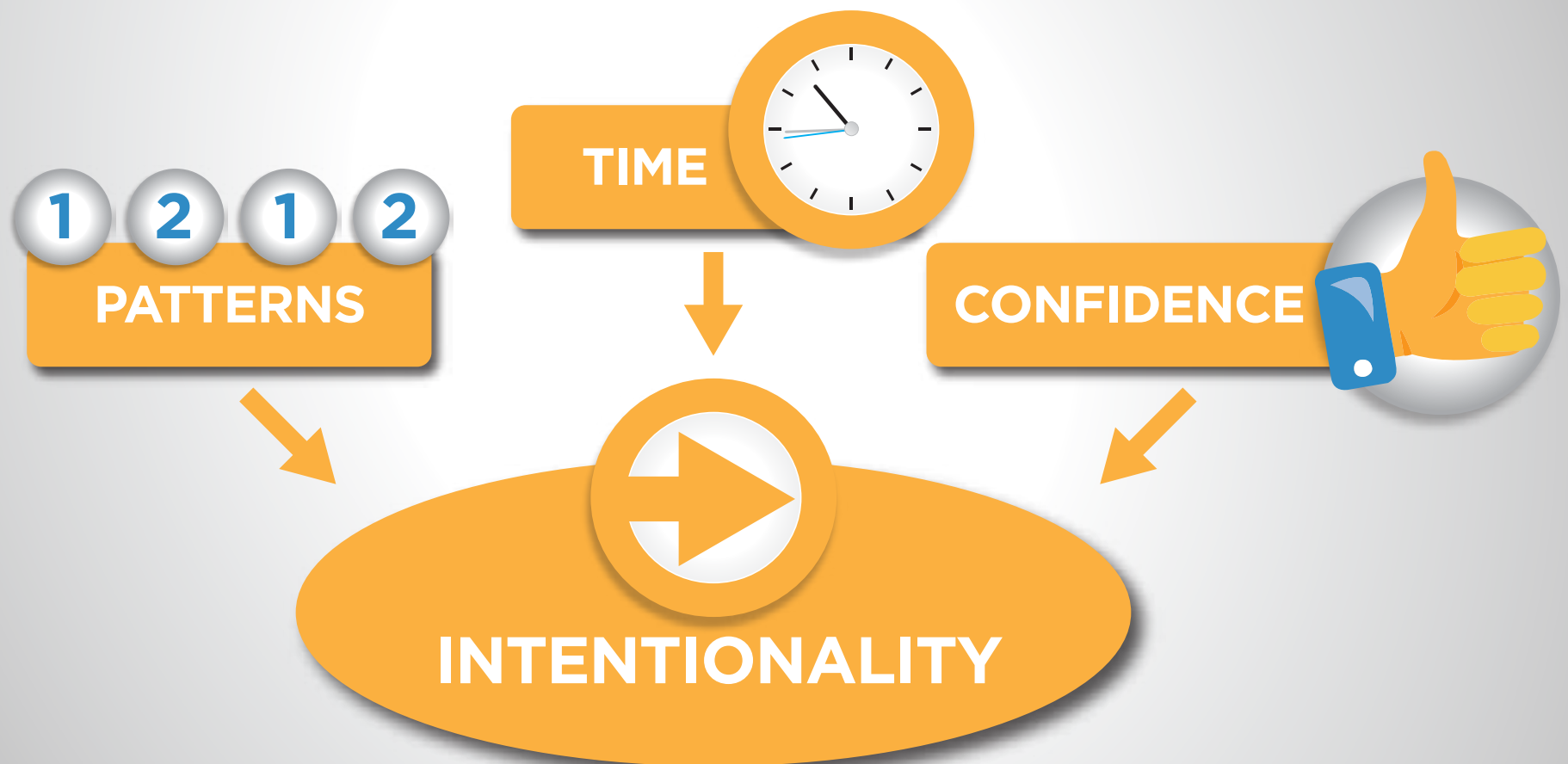
**4Ms**

*Mapping*  
*Mentorship*  
*Mental Health/Wellness*  
*Mediation*



 LifeKnow®  
Attaining Your Life's Best Through Knowledge!

# My Life's Covering for Success



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

## Family of 3

FORTITUDE

FEARLESS

FELLOWSHIP

SELFISH

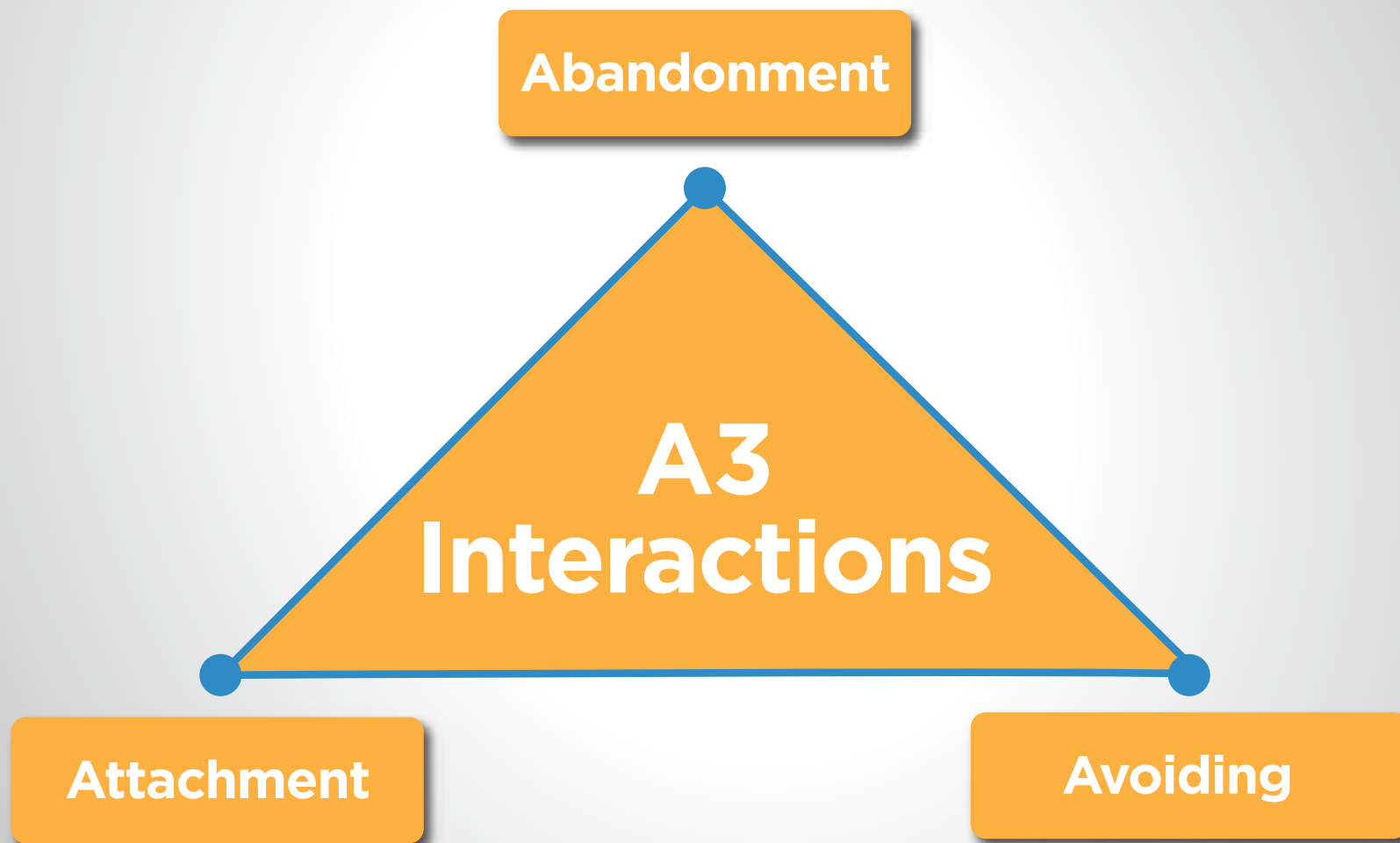
SILENT

SOLITUDE

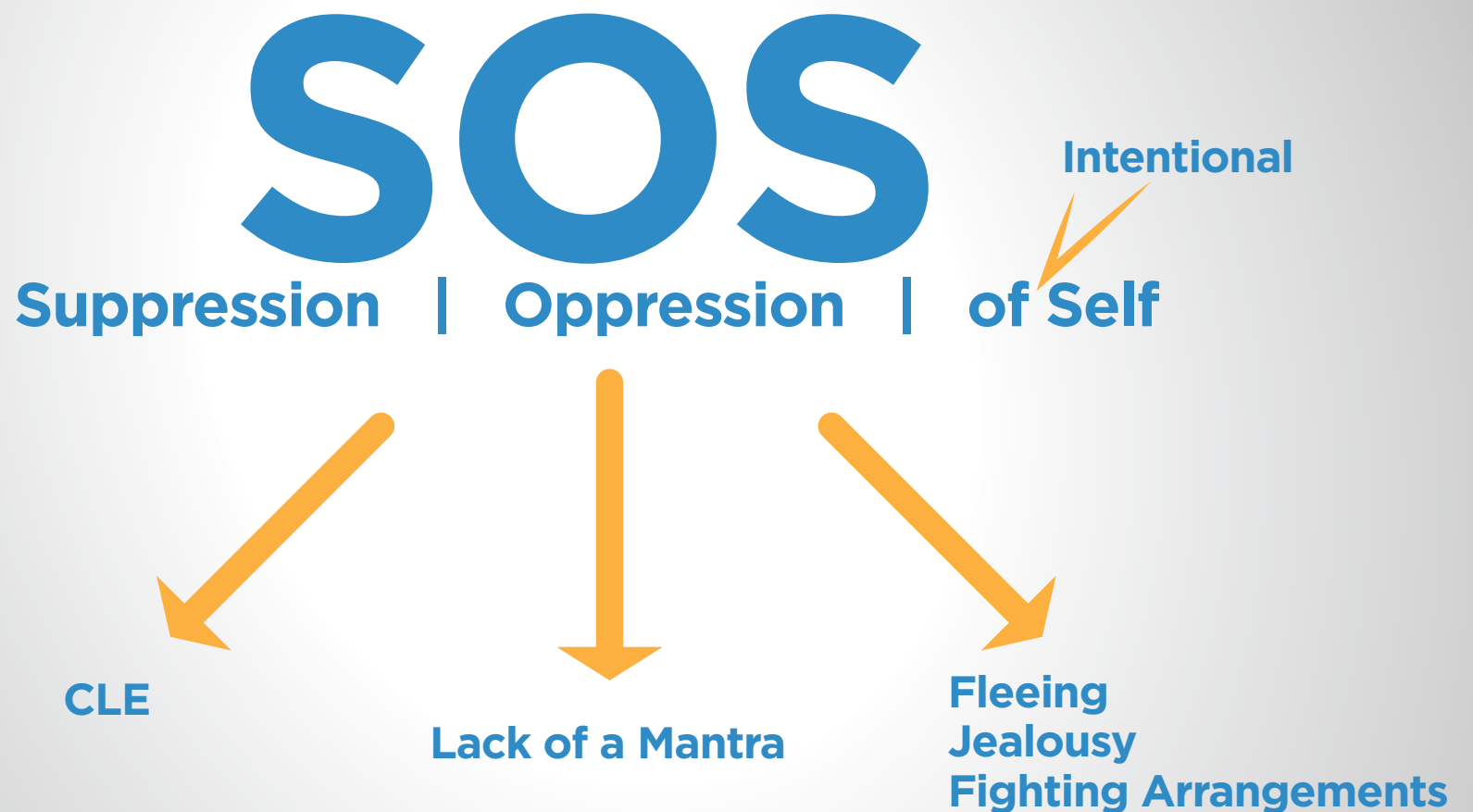
## Singleness<sup>3</sup>

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

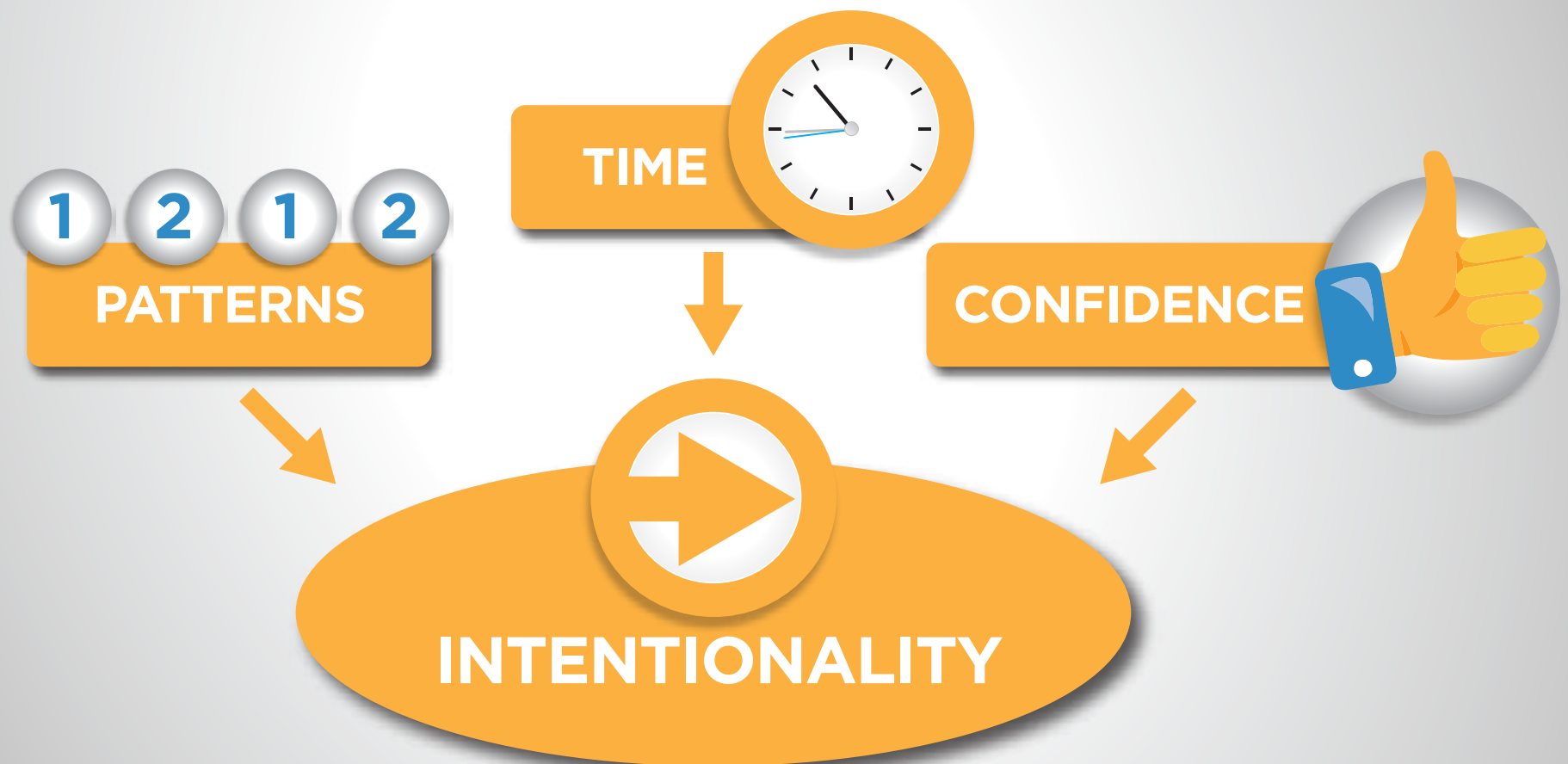


Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow**<sup>®</sup>  
Attaining Your Life's Best Through Knowledge!

# My Life's Covering for Success



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The "Tic Tock" of Time!



## **T - Talents**

(how and when we use them)

## **I - Intentional**

(what we concentrate on)

## **C - Contrasts**

(where we look to see the beauty)

## **T - Treasures**

(the gifts we possess and share)

## **O - Optimism**

(audacity to believe)

## **C - Care**

(concerned about reaching excellence)

## **K - Kindness**

(capacity to build up)



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# TIME

We should respect it, be responsible with it, and regulate it.



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# TIME

We should Respect it, be Responsible with it, and Regulate it.



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## R.A.R.E. Gateway Staple Expectations and Understandings

<b>Regulate</b>	<b>Awesome</b>	<b>Regular</b>	<b>Educate</b>
<b>Every person, place and thing is regulated.</b>	<b>The gift of life is an awesome responsibility.</b>	<b>We are all regular people with individual phenomenal potential.</b>	<b>A person can only do what they know. Nothing more – nothing less.</b>

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# Relationship Pyramid



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# RID



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.





# Grand<sup>5</sup> Closest Friend Struggle to Overcome Worksheet

Challenging Life Event	5 Closest Friends (H <sup>2</sup> O M.E.) (Water Me)	My Grand Closest Friend I Struggle To Overcome Is... (Choose only ONE from this column)
	<b>Humor</b> (lightness of handling)	<input type="checkbox"/>
	<b>Humility</b> (lack of arrogance)	<input type="checkbox"/>
	<b>Optimism</b> (penitive outlook)	<input type="checkbox"/>
	<b>Mindfulness</b> (heightened awareness)	<input type="checkbox"/>
	<b>Empowerment</b> (perceived mandate)	<input type="checkbox"/>



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Regulate/Regulator

**To Regulate - order, adjust,  
normalize, and control the  
flow/pace**

**To be a Regulator - guide,  
watchdog, controller, manager, and  
supervisor of process/outcome**

**Items that ARE regulated**

**Items ARE NOT regulated**



 **LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Regulate/Regulator

**To Regulate - order, adjust,  
normalize, and control the  
flow/pace**

**To be a Regulator - guide,  
watchdog, controller, manager, and  
supervisor of process/outcome**

**Items that ARE regulated**

**Items ARE NOT regulated**



# Regular vs. Irregular Report Card

	<b>Regular (Optimal) Existence</b>	<b>Irregular (Current) Existence</b>	<b>Plan of Action/Due Date/Stakeholders</b>
Education <i>Know, Seek, Acquire</i>			
Spirituality <i>Believe</i>			
Finances <i>Have, Give</i>			
Health <i>Fit, Maximize, Healthy</i>			
Personal Development <i>Become, Thrive, Overcome, Expand</i>			
Family/Friends <i>Belong, Love</i>			
Environment <i>Live, Win, Own</i>			
Recreation <i>Enjoy, Fun, Relax, Challenge</i>			

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The "Settling Your Spirit" Pathway of Questions

*(What you have been taught, affects your doing, and what you accept as winning)*

*What have  
you been  
**"TAUGHT"**  
by what you've  
experienced?*

*What will/  
does your  
**"DOING"**  
consist of?*

*What does  
**"WINNING"**  
mean  
to you?*

**Legend:**

TAUGHT- *learned from people, places, and things.*

WINNING- *what you value/what is important to you.*

DOING- *your actions and steps.*

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Hits To Your Power and Position

Anger or Disappointment is generated by  
“Hits To Your Power and Position”

**Security**

*safety, refuge,  
safekeeping*

**Control**

*power, influence,  
authority*

**Regard**

*respect, esteem,  
favor, affection*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## **Avoid:** Second Rate Solutions to Catastrophic Problems



*Losing*  
**Deficit Thinking**

*Fuel*

**Conformity to brand**  
**Uniformity to practice**  
**Fear of failing**



*Winning*  
**Asset Thinking**

*Fuel*

**Individual**  
**Leadership is lonely**  
**Success is the only**  
**option**




**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## ABC's of LifeKnow

**A** - Are you Ready - Accountability

**B** - B4 Model of Everyday Living

**C** - Connections: To My Past

**C** - Connections: To My Future

**D** - Diversity - The Challenge  
The Solution

**E** - E3 Life Changing Trail  
Exposure - Education - Experience

**F** - Fit - Fellowship - Intentional  
Teach/Teachable - Talk

**G** - Geography of Success  
GRABS vs ASK

**H** - Hire - Heighten Awareness

**I** - Improve Knowledge - Refine Practice

**I** - The I Factor - I3  
Incarceration vs. Education

**J** - Journey of A Humble and Grateful  
Navigator

**K** - Knowledge, Experience the  
Consequence Understanding  
The Possibilities-Rehearse Requires

**L** - Labels, Lies and Liabilities 4M's LIMIT

**M** - Mapping, Mediation, Mental Health, &  
Mentorship

**N** - Number vs Names

**O** - Overcoming - Fear - False Evidence  
Appearing Real

**P** - Pristine - Prompt - Particular Methods  
3Ps

**Q** - Six Questions: Who, What, When,  
When, Where, & How

**R** - R3 - Rejoice, Reclaim, and Renew  
RIPP

**S** - SOS - Suppression, Oppression of Self

**T** - The Tic Toc of Time  
Trivia of Sustained Success - Toss

**U** - UMM - Understanding Me Mindset

**V** - View/Vision

**W** - WAR - Raw Plan  
Wow Factor - Without Words

**X** - X Factor

**Y** - Your 5 Closest Friends

**Z** - Zip tie it ALL Together  
Zealous Action



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Accountability

(answerable, obligated, priority)

## Questions:

Do I care (~~disregard~~)  
about  to that  
degree?

Do I believe (~~fear~~) in  
 to that degree?

Do I love (~~despise~~)  
 to that degree?

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# Arrest your challenging feelings, thoughts & behaviors



**What are your thoughts, feelings, & behaviors you want arrested so you can settle your spirit?**



# Attaining Your Life's Best Through Knowledge

P P R M D U Y I J S P I R I T U A L I T Y W G O  
 E D I E L T E A C H T E A C H A B L E K N Z O C  
 R A E N C M A P P I N G Y H N D N L T U F X F M  
 S C F T K P D T N I B V R E S T R X U P X X R A  
 O H M O C A U B R K U A A J I E M B R A C E D T  
 N B E R E B U N T H X W Y C M V K E J E B Q M V  
 A D N I H L B T D V R L V X H T R H E A L T H I  
 L D T N T P H R E C R E A T I O N U L P B B Q X  
 D S A G W D F I N A N C E S J C B M V J J H T F  
 E N L T N E M P O W E R M E N T Z I Z U H K T E  
 V L H E W I E E O Z Q Z C W Y R F L V J C B O L  
 E O E M I N D F U L N E S S Z O A I X Q Z E L L  
 L P A A V U D Q X R R P E V E T M T L J V D C O  
 O T L V E N V I R O N M E N T T I Y U O H U A W  
 P I T H V T M E D I A T I O N X L X R O I C W S  
 M M H G F Y K B G W Y U O I G H Y E P L G A L H  
 E I W U T C V X V V M Y C E N R F N M E J T D I  
 N S E H H P S G F R J Z F U O O R M J S M I D P  
 T M L O Z S N A I V H N K K N R I G W S E O Z F  
 X P L R S S T H Z Z E G G I N T E N T I O N A L  
 J M N C P T T K Q X Q Z G R T E N R D N A M X Q  
 X V E D Q S G T L D R E O X R V D H U M O R P K  
 M V S R I A R R E S T Z Z Y U K S R C O K W H P  
 J F S U D L K Q G Q X J D L Y V O O T U T A L K

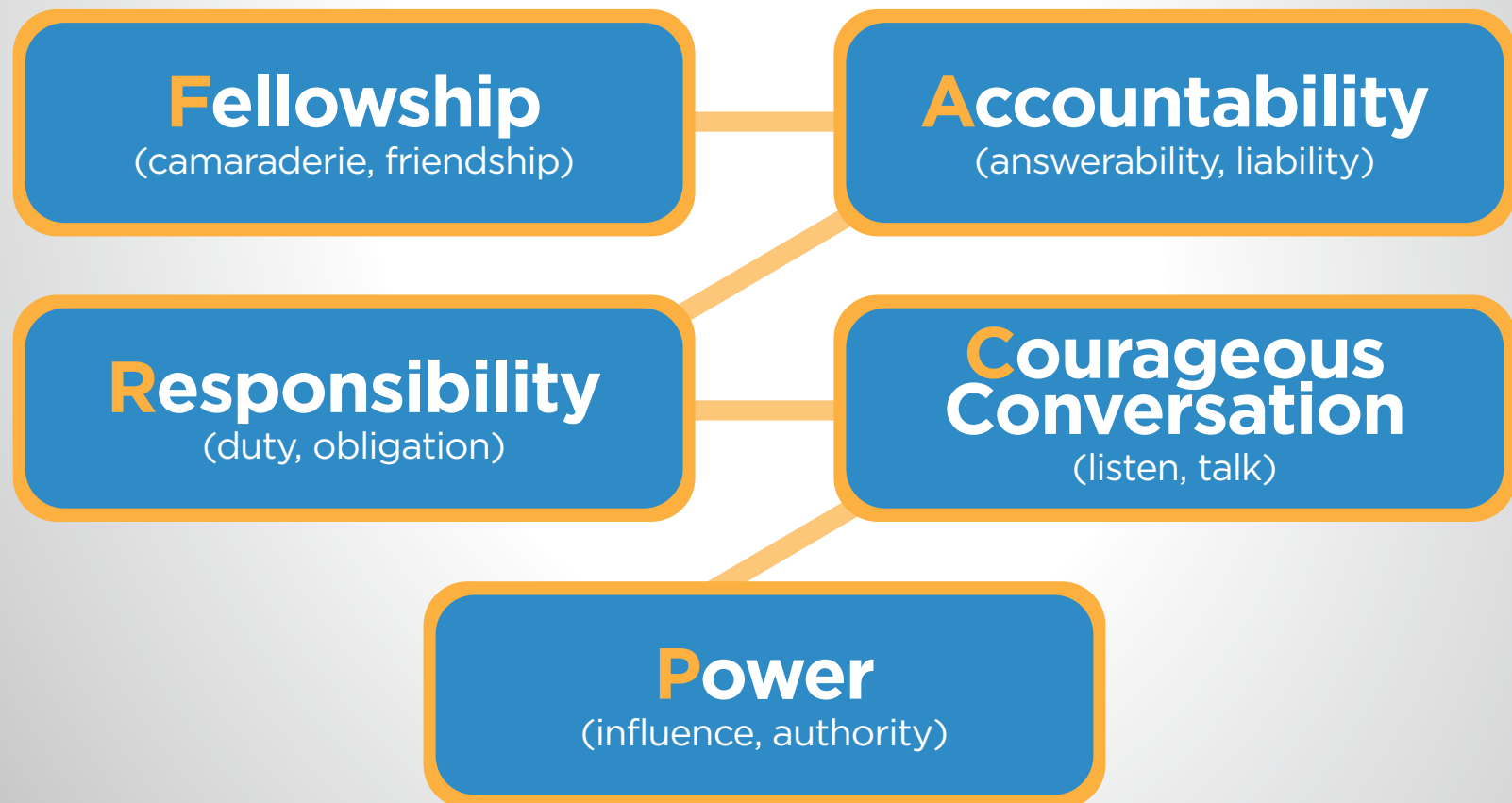
- Arrest
- Education
- Embrace
- Empowerment
- Environment
- Family Friends
- Fellowship
- Finances
- Health
- Humility
- Humor
- Intentional
- Mapping
- Mediation
- Mental Health
- Wellness
- Mentoring
- Mindfulness
- Optimism
- Personal Development
- Recreation
- Rest
- Spirituality
- Talk
- Teach Teachable



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Challenged or Positive Grooming (FARCP) is about...



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Conceptual Underpinnings



SINGLENESSE  
OF STATION



5 CLOSEST  
FRIENDS



WHAT IS WINNING?  
- THE WHOLE PERSON/4MS  
- 12 UP/12 DOWN  
- TRUE WEALTH



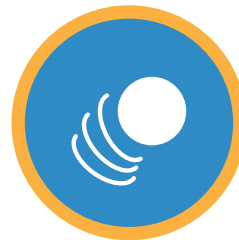
CAN ONLY DO WHAT  
YOU KNOW - LIBRARY  
OF THE KNOWN/  
LIBRARY OF THE  
UNKNOWN



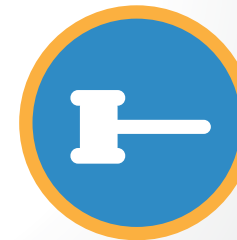
LABELS, LIES, AND  
LIABILITIES VS.  
ACCEPTANCE, ANSWERS,  
AND ASSETS



REPORT  
CARDS



THROWING THINGS  
UP ON THE WALL



NEVER JUDGE PEOPLE -  
JUDGE THE RESOURCES  
THEY NEED



MOVING ON



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Connections

## Connections to My Past



## Connections to My Future

# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Emotions/Thoughts List

■ Challenged ■ Positive

### Apathy

Bored  
Can't win  
Cold  
Cutoff  
Dead  
Defeated  
Depressed  
Demoralized  
Desolate  
Despair  
Discouraged  
Disillusioned  
Doomed  
Drained  
Failure  
Forgetful  
Futile  
Giving up  
Hardened  
Hopeless  
Humorless  
I can't  
I don't care  
I don't count  
Inattentive  
Indecisive  
Indifferent  
Invisible  
It's too late  
Lazy  
Let it wait  
Listless  
Loser  
Lost  
Negative  
Numb  
Overwhelmed  
Powerless  
Resigned  
Shock  
Spaced out  
Stoned  
Stuck  
Too tired  
Unfeeling  
Unfocused  
Useless  
Vague  
Wasted  
What's the use  
Why try?  
Worthless

### Grief

Abandoned  
Abused  
Accused  
Anguished  
Ashamed  
Betrayed  
Blue  
Cheated  
Despair  
Disappointed  
Distraught  
Embarrassed  
Forgotten  
Guilty  
Heartbroken  
Heartache  
Heartsick  
Helpless  
Hurt  
If only  
Ignored  
Inadequate  
Inconsolable  
It's not fair  
Left out  
Longing  
Loss  
Melancholy  
Misunderstood  
Mourning  
Neglected  
Nobody Cares  
Nobody loves me  
Nostalgia  
Passed over  
Pity  
Poor me  
Regret  
Rejected  
Remorse  
Sadness  
Sorrow  
Tearful  
Tormented  
Torn  
Tortured  
Unhappy  
Unloved  
Unwanted  
Vulnerable  
Why me?  
Wounded

### Fear

Anxious  
Apprehensive  
Cautious  
Clammy  
Cowardice  
Defensive  
Distrust  
Doubt  
Dread  
Embarrassed  
Evasive  
Foreboding  
Frantic  
Hesitant  
Horrificed  
Hysterical  
Inhibited  
Insecure  
Irrational  
Nausea  
Nervous  
Panic  
Paralyzed  
Paranoid  
Scared  
Secretive  
Shaky  
Shy  
Skeptical  
Stagefright  
Superstitious  
Suspicious  
Tense  
Terrified  
Threatened  
Timid  
Trapped  
Uncertain  
Uneasy  
Vulnerable  
Want to escape  
Wary  
Worry

### Lust

Abandon  
Anticipation  
Callous  
Can't wait  
Compulsive  
Craving  
Demanding  
Devious  
Driven  
Envy  
Exploitative  
Fixed  
Frantic  
Frustrated  
Gluttonous  
Greedy  
Hoarding  
Hunger  
I want  
Impatient  
Lascivious  
Lecherous  
Manipulative  
Miserly  
Must have it  
Never enough  
Never satisfied  
Oblivious  
Obsessed  
Overindulgent  
Possessive  
Predatory  
Pushy  
Tense  
Reckless  
Ruthless  
Scheming  
Selfish  
Voracious  
Wanton  
Wicked

### Anger

Abrasive  
Aggressive  
Annoyed  
Argumentative  
Belligerent  
Boiling  
Brooding  
Caustic  
Defiant  
Demanding  
Destructive  
Disgust  
Explosive  
Fierce  
Frustrated  
Fuming  
Furious  
Harsh  
Hatred  
Hostility  
Impatience  
Indignant  
Irate  
Jealous  
Livid  
Mad  
Mean  
Merciless  
Murderous  
Outraged  
Petulant  
Pushy  
Rage  
Rebellious  
Resentment  
Resistant  
Revolted  
Rude  
Savage  
Simmering  
Sizzling  
Smoldering  
Spiteful  
Steely  
Stern  
Stewing  
Stubborn  
Sullen  
Vengeful  
Vicious  
Violent  
Volcanic  
Wicked  
Willful

### Pride

Above reproach  
Aloof  
Arrogant  
Bigoted  
Boastful  
Bored  
Clever  
Closed  
Complacent  
Conceited  
Contemptuous  
Cool  
Critical  
Distain  
Dogmatic  
False dignity  
False humility  
False virtue  
Gloating  
Haughty  
Holier than thou  
Hypocritical  
Icy  
Isolated  
Judgmental  
Know-it-all  
Narrow-minded  
Never wrong  
Opinionated  
Overbearing  
Patronizing  
Pious  
Prejudiced  
Presumptuous  
Righteous  
Rigid  
Self absorbed  
Self satisfied  
Selfish  
Smug  
Snobbish  
Special  
Spoiled  
Stoic  
Stubborn  
Stuck up  
Superior  
Uncompromising  
Unfeeling  
Unforgiving  
Unyielding  
Vain

### Courageousness

Adventurous  
Alert  
Alive  
Assured  
Aware  
Centered  
Certain  
Cheerful  
Clarity  
Compassion  
Competent  
Confident  
Creative  
Daring  
Decisive  
Dynamic  
Eager  
Enthusiastic  
Exhilaration  
Explorative  
Flexible  
Focused  
Giving  
Happy  
Honorable  
Humor  
I can  
Independent  
Initiative  
Integrity  
Invincible  
Loving  
Lucid  
Motivated  
Nonresistant  
Open  
Optimistic  
Perspective  
Positive  
Purposeful  
Resilient  
Resourceful  
Responsive  
Secure  
Self-sufficient  
Sharp  
Spontaneous  
Strong  
Supportive  
Tireless  
Vigorous  
Visionary  
Willing

### Acceptance

Abundance  
Appreciative  
Balance  
Beautiful  
Belonging  
Childlike  
Compassion  
Considerate  
Delight  
Elated  
Embracing  
Empathy  
Enriched  
Everything's Okay  
Friendly  
Fullness  
Gentle  
Glowing  
Gracious  
Harmonious  
Harmony  
Intuitive  
In tune  
Joyful  
Loving  
Magnanimous  
Mellow  
Naturalness  
Nothing to change  
Open  
Playful  
Radiant  
Receptive  
Secure  
Soft  
Tender  
Understanding  
Warm  
Well-being  
Wonder

### Peace

Ageless  
Awareness  
Being  
Boundless  
Calm  
Centered  
Complete  
Eternal  
Free  
Fulfilled  
Glowing  
Light  
Oneness  
Perfection  
Pure  
Quiet  
Serenity  
Space  
Still  
Timeless  
Tranquility  
Unlimited  
Whole

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Empowerment Theory and Practice

**Believe Theory  
and Practice**

**(Power)**



**Bend Theory  
and Practice**

**(Pity)**

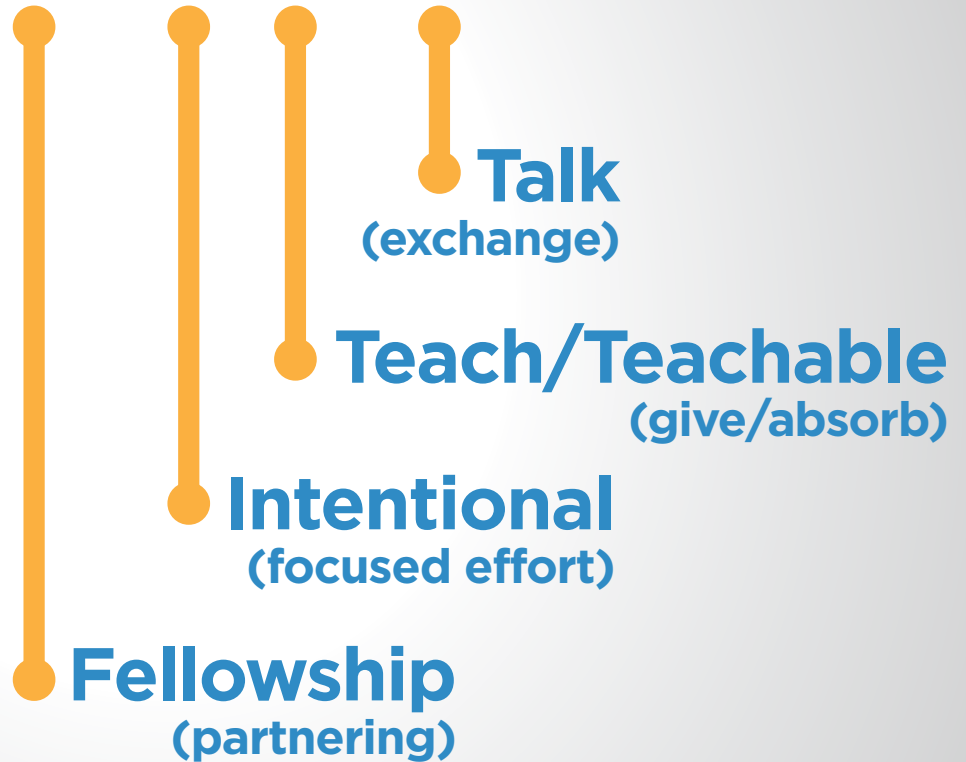


**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!



**FITT**



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Labels, Lies, and Liabilities vs. Acceptance, Answers, and Assets

~~*Labels, Lies, and Liabilities*~~

*Acceptance, Answers, and Assets*



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**Life Path  
Crossroad**

**Done**

**Become**

**Don't**

**Belong**

**Doesn't**

**Believe**

**Do**

**Be**

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Life Anchors

*Humility/Modesty*

*Winning*

*Mantra*

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Problem vs. Solution Questions, Speaking and Thinking



**Pathways**

**Problem**

**Solution**

**Questions,  
Speaking and  
Thinking**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Performing vs. Storming

## Performing

***Performer***  
***Singleness of Station  
and Stage***  
***Facing Forward***  
***Living Well and  
Thriving***

## Storming

***Spectator***  
***Crowds and Bleachers***  
***Looking Around***  
***Surviving***

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Six Programming Questions

## Non-Debatable

- Who**  
(child/client already chosen)
- When**  
(now)
- Where**  
(here)
- Why**  
(mission/vision/services/supports)

## Debatable

- What**  
(to do)
- How**  
(to do it)

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The Cliffs of Accountability

 **Get Accountable**

 **Stay Accountable**

 **Be Accountable**

- Do I care about \_\_\_\_\_ to that degree?
- Do I believe in \_\_\_\_\_ to that degree?
- Do I love \_\_\_\_\_ to that degree?

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## The Right Person



*Education*

*Family/Friends*

*Financial*

*Spirituality*

*Health*

*Recreation*

*Environment*

*Personal Development*

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# The RIPE PICKER

## RIPE

Responsibly  
 Intentionally  
 Pick  
 Everything

people

places

things

*Education*

*Family/Friends*

*Financial*

*Spirituality*

*Health*

*Recreation*

*Environment*

*Personal Development*

## PICKER

Power  
 Information/Investment  
 Control  
 Knowledge  
 Experience  
 Relationship

thoughts

feelings

behaviors

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# Thoughts, Feelings, and Behaviors



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Vocabulary of Emotions

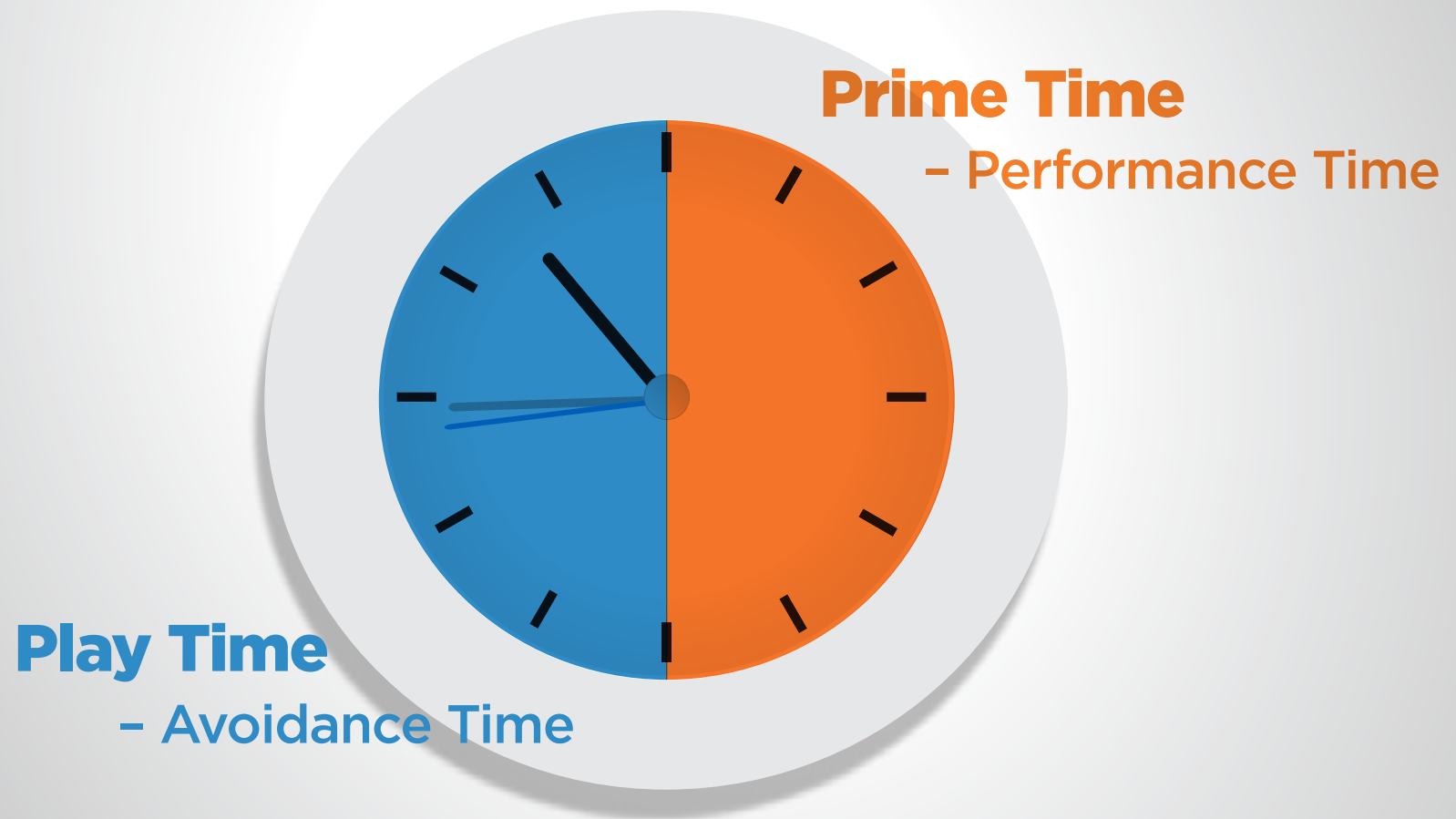
■ Challenged ■ Positive

	Depression	Inadequateness	Fear	Confusion	Hurt	Anger	Loneliness	Remorse	Happiness	Caring
<b>STRONG</b>	Alienated Barren Beaten Dejected Depressed Desolate Despondent Dismal Empty Gloomy Grieved Grim Hopeless In despair Woeful Worried	Blemished Blotched Broken Crippled Damaged False Feeble Finished Flawed Helpless Impotent Inferior Invalid Powerless Useless Worthless	Alarmed Appalled Desperate Distressed Frightened Horrified Intimidated Panicky Paralyzed Shocked Speechless Terrified Wrecked	Baffled Befuddled Chaotic Confounded Confused False Flustered Rattled Shocked Speechless Startled Stumped Stunned Taken Aback Thrown Trapped	Abused Aching Anguished Crushed Degraded Dizzy Devastated Discarded Disgraced Forsaken Humiliated Mocked Punished Rejected Ridiculed Tortured	Affronted Belligerent Bitter Enraged Fuming Furious Heated Infuriated Intense Outraged Provoked Seething Storming Vengeful Vindictive	Abandoned Cut off Deserted Destroyed Empty Forsaken Isolated Marooned Neglected Ostracized Outcast Rejected Shunned	Abashed Debased Degraded Delinquent Depraved Disgraced Evil Exposed Humiliated Judged Mortified Shamed Sinful Wicked Wrong	Delighted Ecstatic Elated Energetic Enthusiastic Euphoric Excited Exhilarated Overjoyed Thrilled Tickled pink Turned on Vibrant Zippy	Adoring Cherishing Compassionate Devoted Doting Fervent Idolizing Infatuated Passionate Worship Zealous
<b>MEDIUM</b>	Awful Crestfallen Demoralized Devalued Discouraged Dispirited Distressed Downcast Fed up Lost Melancholy Miserable Regretful Sorrowful Tearful Upset	Ailing Defeated Deficient Impaired Imperfect Incapable Incomplete Ineffective Inept Insignificant Lacking Lame Overwhelmed Small Substandard Unimportant	Afraid Apprehensive Awkward Defensive Fearful Fidgety Fretful Jumpy Nervous Scared Shaky Skittish Spineless Threatened Troubled	Adrift Ambivalent Bewildered Disordered Disorganized Disturbed Foggy Frustrated Misled Mistaken Misunderstood Perplexed Puzzled Troubled	Annoyed Belittled Cheapered Criticized Damaged Depreciated Devalued Discredited Distressed Impaired Marred Mistreated Resentful Troubled Used Wounded	Aggravated Annoyed Antagonistic Cranky Exasperated Grouchy Hostile Ill-tempered Irate Irritated Offended Resentful Sore Spiteful Testy Ticked off	Alienated Alone Apart Cheerless Companionless Dejected Despondent Estranged Excluded Left out Lonely Oppressed Uncherished	Apologetic Ashamed Contrite Culpable Demeaned Downhearted Flustered Guilty Regretful Remorseful Repentant Sorrowful Sorry	Aglow Buoyant Apart Elevated Gleeful Happy In high spirits Jovial Light-hearted Lively Merry Riding high Sparkling Up	Admiring Affectionate Contrite Attached Empathetic Fond Kind Kind-hearted Loving Partial Sympathetic Tender Trusting Warm-hearted
<b>LIGHT</b>	Blah Disappointed Down Funk Glum Low Moody Morose Somber Subdued Uncomfortable Unhappy	Dry Meager Puny Tenuous Tiny Uncertain Unconvincing Unsure Weak Wishful	Anxious Careless Cautious Disquieted Shy Tense Timid Uneasy Unsure Watchful Worried	Distracted Uncertain Uncomfortable Undecided Unsettled Unsure	Let down Minimized Neglected Put away Put down Rueful Tender Touched Unhappy	Bugged Dismayed Galled Grim Impatient Irrked Petulant Sullen Uptight	Blue Detached Distant Insulated Melancholy Remote Separate Withdrawn	Bashful Blushing Chastened Galled Embarrassed Hesitant Humble Meek Reluctant Sheepish	Contented Cool Fine Glad Good Gratified Kean Pleasant Pleased Satisfied Serene	Appreciative Attentive Considerate Friendly Interested in Like Respecting Thoughtful Tolerant Warm toward Yielding

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## We need to distinguish which time is it?



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Onward Steps of Living

What you water is what will grow!

**H<sup>2</sup>O ME — Water Me**

**Hate & Heat**  
**Overtake My**  
**Existence**

**FRUSTRATION**

(Selfish)

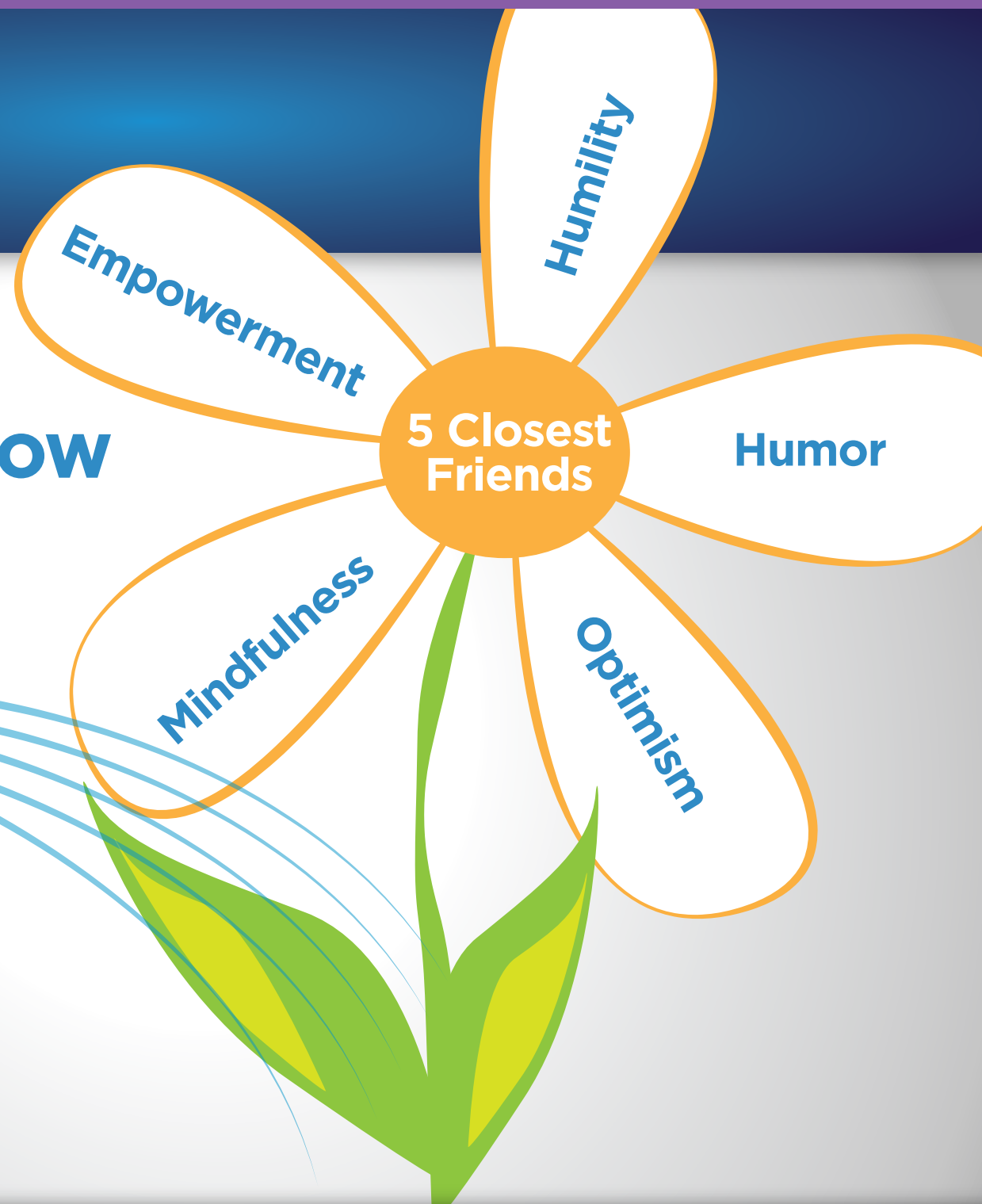
**Humility, Humor,**  
**Optimism,**  
**Mindfulness &**  
**Empowerment**

**ACCEPTANCE**

(Less of Self)

**LifeKnow<sup>®</sup>**  
Attaining Your Life's Best Through Knowledge!

**What you  
water will grow**



Copyright © 2019 Stephanie Kapustic and Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.





# Who are we serving/supporting?

Name \_\_\_\_\_

## The Whole Person

<b>Personal Development</b> (Become, Thrive, Overcome, Expand)	<b>Spirituality</b> (Believe)	<b>Health</b> (Fit, Maximize, Healthy)	<b>Education</b> (Know, Seek, Acquire)	<b>Environment</b> (Live, Win, Own)	<b>Recreation</b> (Enjoy, Fun, Relax, Challenge)	<b>Finances</b> (Have, Give)	<b>Family/Friends</b> (Belong, Love)

# SECTION 5

## AS WILL BE

### WHEN

### CIRCUMSTANCE –

### TIMING AND ELEMENTS

### HOW

### SENSIBILITIES –

### BEHAVIORS AND

### THOUGHTS

## Develop and Sustain a Plan

### The (GAS) – The Genuine Authentic Self

*"if you don't have a plan, you always be working for a person, place, or thing that does – you need to develop and maintain a plan of success like no other"*

#### When – Circumstance – Timing and Elements How – Sensibilities – Behaviors and Thoughts Potential/Future Plans

Keep Your Friends Closest Steps	and Doorways to Success	Geography of Success Challenge Card
Permissibilities	4Cs of Change\Worksheet	Stairs to Success
G.R.A.B.S. vs. A.S.K.	4C's of Oppression\Worksheet	Life Principles
Attaining Your Personal Best® Highway	D53	Where are you going?
Roadmap of Attaining Your Personal Best	K3	The Journey of a Humble and Grateful Navigator
WOW Factor - With Out Words	Stories About....	ConfidenceUPI- HOPE (Detailed)
WRAP	Where are you going?	ConfidenceUPI- HOPE (Fill in blank)
Attaining Your Personal Best®13 Scale & Report Card	Highway of PPITTs/Highway of Hope	4Ms of Safety Plan
Righteous Predatory Stealers10 Scale & Report Card	Road to Success	The Trifecta of Success
8 Domains Scale & Report Card	Success Map	Mantra
5 Closest Friends Scale & Report Card	Life's Learning Process	Words/Works
5 Distant Enemies Scale and Report Card	8 Domain Plan	The "I" Factor
Five Closest Friends Beyond RAP/Above	Onwards Steps of Living	Family of 3
PAR/Exceed the CAP	B4 Model of Everyday Living	Waking Up Highway
Personal AWWESOME Report Card	Beginning With AIM/AIM to own Cycle	Facing Forward
Slow Your Roll	Essential Relationship Domain	Life's Arrangements
No is about F.I.T. and Fixin' things	Solution To Dialogue	Successful People
T3 – Time, Talents and Treasures One's Life Transformation Process	Prosperity: The Prosperous10 Prosperity Funnel	Be Careful of the World You Wish for and Permit
The Art of Responsibility	Behavioral Change	- You Will Have to Live In It Endure with Eagerness and Enthusiasm
The Art of Displacement	Schema/Counseling	15 Up versus 15 Down
6Ms of Success	Pointers/Information Timing	3D Journey Toward Destiny
Navigator's Pledge	No More...	ARE- You Ready for Greatness?
The 5Rs of Absolute Success in Life	The Best Me (TBM)	Geography of Success Contract for Attaining My personal Best
The Affordability Factor – Major Tenets	Lift Up....	Intentional Engagement Practice (EP) Worksheet
Economy and Currency of Engagement	E3 Life Changing Trail	Planning 4 M's Plan
Diversity – The Challenge	Pushing through to Success	R3- Rejoice, Reclaim, and Renew
Diversity – The Solution	Aspirations8	The Apology, The Spend, and The Build
KCPR-Knowledge,	6 Questions	The Spend
Consequences, Possibilities, and Requirements	LIMIT-Living in the Moment of Intention	What does "WINNING" mean to you?
Cornerstone Understandings	Thoughts	Winning Strategies: A Clue Search Puzzle
Ask, Consider, and Tackle (ACT) Personal Best-Managing Your "PC"	Past, Present and Possibilities	I.A.M.E.T
Positive Perspective	UMM-Understanding Me Mindset	Stages of Behavioral Change/Engagement
The LifeKnow WARMUP	Lifeknow 6 Elements of Success (2)	Compound Engagement All Things Considered
5GPS-Action Cycle for Success, SHOWUP	circles/Grid	Stages of Engagement (Safe Hope Focus on Success)
Types of Interaction, ITM Scoreboard,	Trifecta of Sustained Success (TOSS)	Confidence Camouflages or Highlights
	WAR/R.A.W. Plan	PeopleSpeaks
	C.E.O.	Personal Mapping
	C.E.O.'s PAD	Customization
	Geography of Success Contract for Attaining	Pulling It All Together
	My Personal Best* (Grid Form)	Bring It All Together
	Geography of Success Contract for Attaining	Circumstance Improvement Steps (CIS)
	My Personal Best* (Report Card)	
	F3 Syndrome and F3 Keys Worksheet	
	Readiness Focus Worksheet	
	My Promise	
	Life's Cover for Solutions	
	Capacity3	
	Capacity3 Report Card	
	Lifeknow Strategy Reconciliation	

#### Conversation Themes:

- Being Right vs. Doing Right
- Surrender
- Opposition
- Urgency
- Cheapening the Moment
- Journey vs. Destination
- Five Closest Friends
- Dual Relationships
- Legitimacy
- Rules
- Excess vs. Zero
- Sponsorship
- Right Person, Right Time, and Right Words
- Accountability

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

  
closest  
Keep your friends ~~close~~ —  
your enemies ~~closer~~.  
distant

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

**Recreation**  
Enjoy, Fun, Relax, Challenge

**Financial**  
Have, Give

**Family/Friends**  
Belong, Love

**Personal Development**  
Become, Thrive, Overcome,  
Expand

**Environment**  
Live, Win, Own

**Steps**

To understand a person's ~~steps~~,  
you must understand their story.

*stops*

**Health**  
Fit, Maximize, Healthy

**Spirituality**  
Believe

**Education**  
Know, Seek, Acquire

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

**Recreation**  
Enjoy, Fun, Relax, Challenge

**Financial**  
Have, Give

**Family/Friends**  
Belong, Love

**Personal Development**  
Become, Thrive, Overcome,  
Expand

**Environment**  
Live, Win, Own

**Health**  
Fit, Maximize, Healthy

**Spirituality**  
Believe

**Education**  
Know, Seek, Acquire

**Permissibilities**  
Permissibilities determine  
the possibilities.





**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!



**G.R.A.B.S. vs. A.S.K.**

**Don't have the G.R.A.B.S.**

(Grandiose, Raging, Arrogant, Blind and Selfish)

**just A.S.K.**

(Affirm Self/Others and Knowledge – Be Intentional).



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

## Highway To Attaining Your Personal Best®

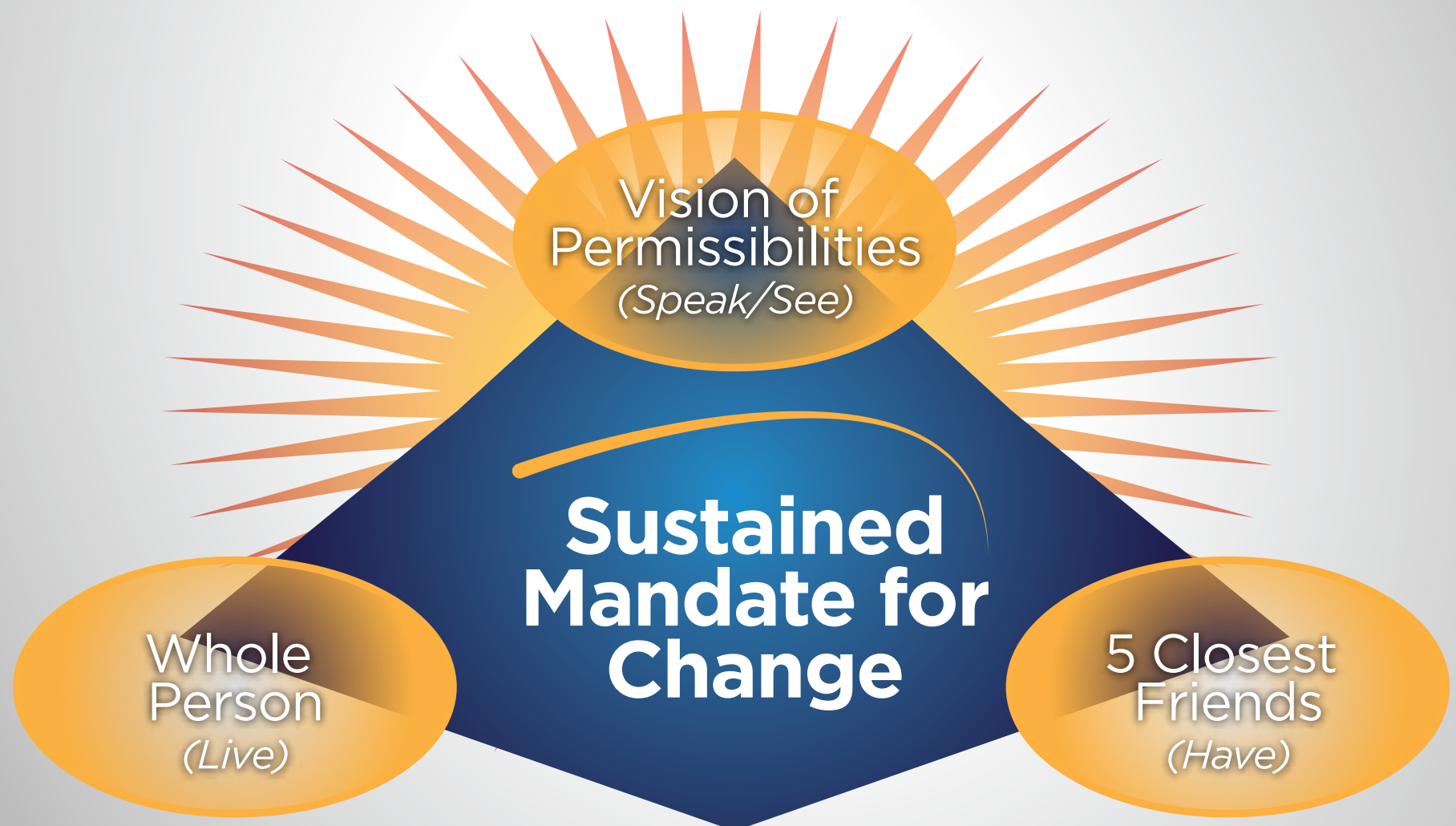


Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Roadmap of Attaining Your Personal Best<sup>®</sup>



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# WOW Factor

(With Out Words)



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

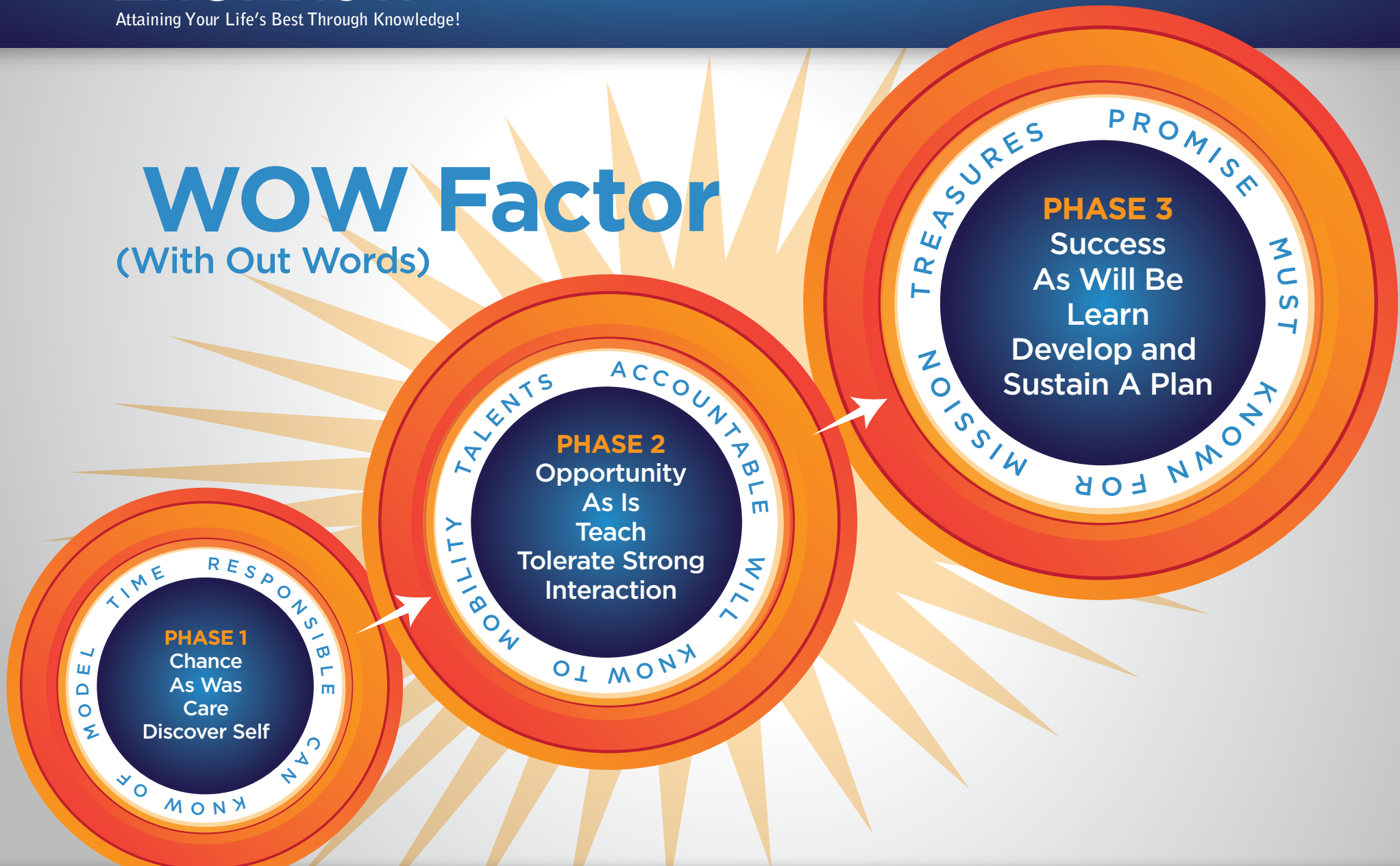


**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# WOW Factor

(With Out Words)



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

I<sup>3</sup>

**Influence**

*sway, impress, persuade*

**Impact**

*effect, significance, bearing*

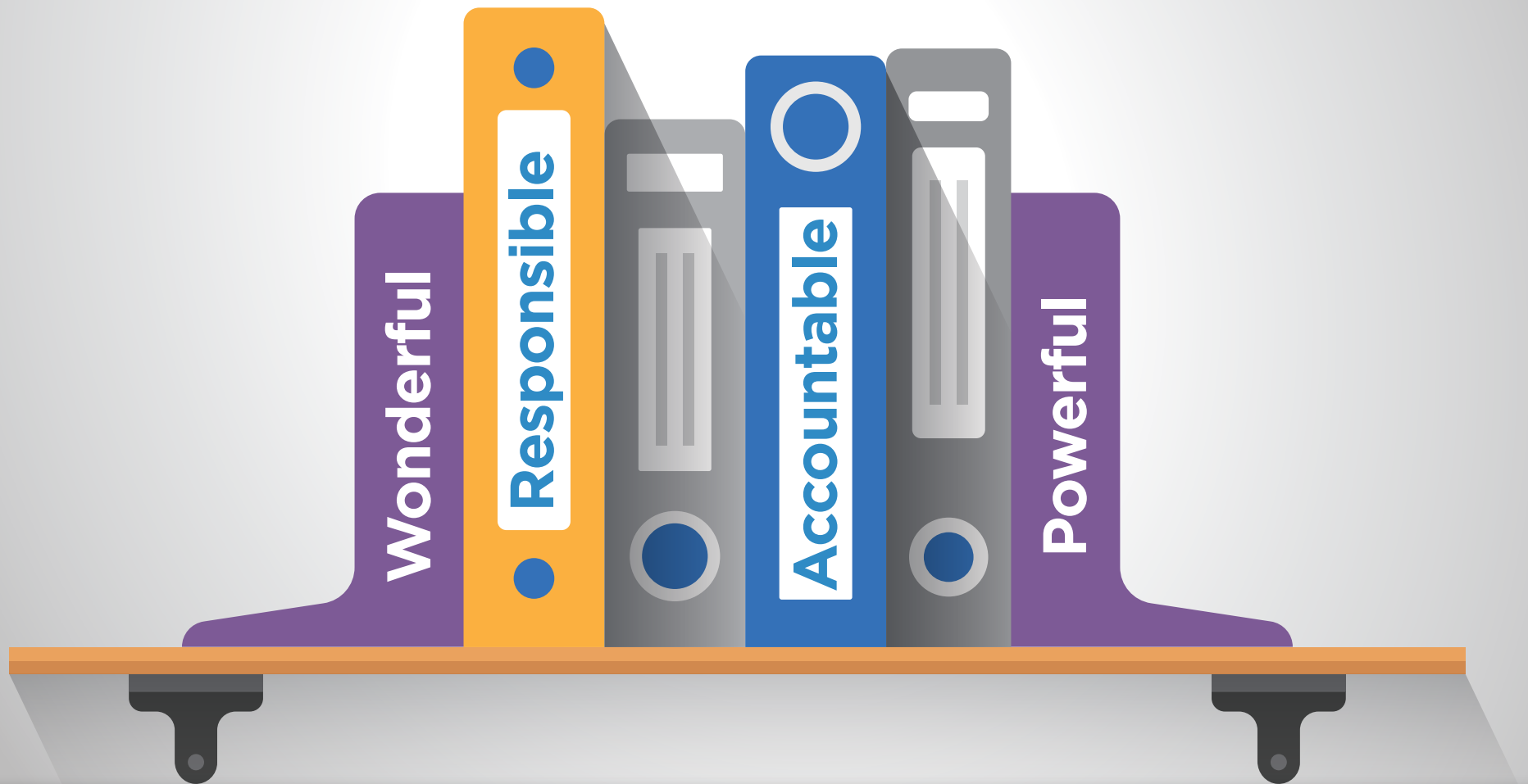
**Inspire**

*arouse, spark, provoke*

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# WRAP – Wonderful, Responsible, Accountable and Powerful.



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.





LifeKnow®

Attaining Your Life's Best Through Knowledge!

## LifeKnow® Attaining Your Personal Best®13 Living Life with Intentionality Scale and Report Card

Component	5 Closest Friends					8 Life Domains							
	Humor	Humility	Optimism	Mindfulness	Empowerment	Education	Family/Friends	Financial	Spirituality	Health	Recreation	Environment	Personal Development
Definition	<i>Lightness of Handling</i>	<i>Lack of Arrogance</i>	<i>Positive Outlook</i>	<i>Heightened Awareness</i>	<i>Perceived Mandate</i>	<i>Know, Seek, Acquire</i>	<i>Belong, Love</i>	<i>Have, Give</i>	<i>Believe</i>	<i>Fit, Maximize, Healthy</i>	<i>Enjoy, Fun, Relax, Challenge</i>	<i>Live, Win, Own</i>	<i>Become, Thrive, Overcome, Expand</i>
<b>Personal Intentionality Scale</b> <b>10</b> High Intentionality <b>1</b> Low Intentionality	10	10	10	10	10	10	10	10	10	10	10	10	10
	9	9	9	9	9	9	9	9	9	9	9	9	9
	8	8	8	8	8	8	8	8	8	8	8	8	8
	7	7	7	7	7	7	7	7	7	7	7	7	7
	6	6	6	6	6	6	6	6	6	6	6	6	6
	5	5	5	5	5	5	5	5	5	5	5	5	5
	4	4	4	4	4	4	4	4	4	4	4	4	4
	3	3	3	3	3	3	3	3	3	3	3	3	3
	2	2	2	2	2	2	2	2	2	2	2	2	2
	1	1	1	1	1	1	1	1	1	1	1	1	1
Overall Intentionality Assessment													
Challenging Life Event													
Plan for Attaining My Personal Best®													

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

# LifeKnow® Attaining Your Personal Best® Righteous Predatory Stealers of Greed<sup>10</sup> Scale and Report Card

## Righteous Predatory Stealers of Greed<sup>10</sup>

Component	Jealousy	Illogical Thinking	Entitlement	Silence	Anger	Selfishness	Lazy/Lackadaisical	Lying	Thieving	Craving
<i>Definition</i>	<i>Disdain for Situation</i>	<i>Lack of sound reasoning</i>	<i>Rights to a person, place or thing</i>	<i>None or limited talking about vital matters</i>	<i>Strong negative feeling/reaction</i>	<i>Solely serving one's own interests</i>	<i>Lacking enthusiasm and vigor</i>	<i>Deliberately untruthful</i>	<i>Take without true ownership</i>	<i>Blinding attraction</i>
	10	10	10	10	10	10	10	10	10	10
	9	9	9	9	9	9	9	9	9	9
<b>Personal Intentionality Scale</b>	8	8	8	8	8	8	8	8	8	8
	7	7	7	7	7	7	7	7	7	7
<b>10 High Intentionality</b>	6	6	6	6	6	6	6	6	6	6
	5	5	5	5	5	5	5	5	5	5
<b>1 Low Intentionality</b>	4	4	4	4	4	4	4	4	4	4
	3	3	3	3	3	3	3	3	3	3
	2	2	2	2	2	2	2	2	2	2
	1	1	1	1	1	1	1	1	1	1

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## LifeKnow® Attaining Your Personal Best® 8 Life Domains Scale and Report Card

### 8 Life Domains

Component	Education	Family/Friends	Financial	Spirituality	Health	Recreation	Environment	Personal Development
Definition	Know, Seek, Acquire	Belong, Love	Have, Give	Believe	Fit, Maximize, Healthy	Enjoy, Fun, Relax, Challenge	Live, Win, Own	Become, Thrive, Overcome, Expand
	10	10	10	10	10	10	10	10
	9	9	9	9	9	9	9	9
Personal Intentionality Scale	8	8	8	8	8	8	8	8
	7	7	7	7	7	7	7	7
10 High Intentionality	6	6	6	6	6	6	6	6
	5	5	5	5	5	5	5	5
1 Low Intentionality	4	4	4	4	4	4	4	4
	3	3	3	3	3	3	3	3
	2	2	2	2	2	2	2	2
	1	1	1	1	1	1	1	1

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## LifeKnow® Attaining Your Personal Best® Water (H<sub>2</sub>O) ME/5 Closest Friends Scale and Report Card

### Water (H<sub>2</sub>O) ME/5 Closest Friends

Component	Humor	Humility	Optimism	Mindfulness	Empowerment
<i>Definition</i>	<i>Lightness of Handling</i>	<i>Lack of Arrogance</i>	<i>Positive Outlook</i>	<i>Heightened Awareness</i>	<i>Perceived Mandate</i>
	10	10	10	10	10
	9	9	9	9	9
<b>Personal Intentionality Scale</b>	8	8	8	8	8
	7	7	7	7	7
<b>10</b> High Intentionality	6	6	6	6	6
	5	5	5	5	5
<b>1</b> Low Intentionality	4	4	4	4	4
	3	3	3	3	3
	2	2	2	2	2
	1	1	1	1	1

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## LifeKnow® Attaining Your Personal Best® 5 Distant Enemies/G.R.A.B.S. Scale and Report Card

### 5 Distant Enemies/G.R.A.B.S.

Component	Grandiose	Raging	Arrogant	Blind	Selfish
Definition	<i>Pretentious, Extravagant, Imposing</i>	<i>Violent, Uncontrolled, Furious</i>	<i>Superior, Overconfident, Egotistical</i>	<i>Visionless, Unseeing, Blocked</i>	<i>Self-Centered, Greedy, Sole Regard</i>
	10	10	10	10	10
	9	9	9	9	9
Personal Tendency Scale	8	8	8	8	8
	7	7	7	7	7
10 High Tendency	6	6	6	6	6
	5	5	5	5	5
1 Low Tendency	4	4	4	4	4
	3	3	3	3	3
	2	2	2	2	2
	1	1	1	1	1

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Five Closest Friends should be:

***Humor***

*lightness of handling*

***Humility***

*lack of arrogance*

***Optimism***

*positive outlook*

***Mindfulness***

*heightened awareness*

***Empowerment***

*perceived mandate*

## H<sup>2</sup>OME - Water Me as I RIPP

(Low **R**isks and **I**ncidents with  
High **P**rivileges and **P**erseverance)



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## 8 Life Domains

**Education**

*Know, Seek,  
Acquire*

**Family/Friends**

*Belong,  
Love*

**Financial**

*Have,  
Give*

**Spirituality**

*Believe*

**LifeKnow<sup>®</sup> Attaining Your Personal Best<sup>®</sup>**

## Five Closest Friends should be:

**Humor**

*lightness of handling*

**Humility**

*lack of arrogance*

**Optimism**

*positive outlook*

**Mindfulness**

*heightened awareness*

**Empowerment**

*perceived mandate*

**Health**

*Fit, Maximize,  
Healthy*

**Recreation**

*Enjoy, Fun,  
Relax, Challenge*

**Environment**

*Live, Win, Own*

**Personal Development**

*Become, Thrive,  
Overcome, Expand*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## LifeKnow<sup>®</sup> Attaining Your Personal Best<sup>®</sup>

### Five Closest Friends should be:

<b><i>Humor</i></b> <i>lightness of handling</i>	<b><i>Humility</i></b> <i>lack of arrogance</i>	<b><i>Optimism</i></b> <i>positive outlook</i>	<b><i>Mindfulness</i></b> <i>heightened awareness</i>	<b><i>Empowerment</i></b> <i>perceived mandate</i>
---	--	---	--	---

### 8 Life Domains

<b><i>Education</i></b> <i>Know, Seek, Acquire</i>	<b><i>Family/Friends</i></b> <i>Belong, Love</i>	<b><i>Financial</i></b> <i>Have, Give</i>	<b><i>Spirituality</i></b> <i>Believe</i>	<b><i>Health</i></b> <i>Fit, Maximize, Healthy</i>	<b><i>Recreation</i></b> <i>Enjoy, Fun, Relax, Challenge</i>	<b><i>Environment</i></b> <i>Live, Win, Own</i>	<b><i>Personal Development</i></b> <i>Become, Thrive, Overcome, Expand</i>
---	---	--	--	---	---	--	---

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Going from the Word on the Street (RAP) to Going Above and Beyond (PAR) to New People, Places and Things (CAP)

Exceed the **CAP** – New People, Places and Things

Above **PAR** – Going Above and Beyond

Beyond **RAP** – The Word on the Street

**Responsible**

**Accountable**

**Promise**

**Promoting**

**Accepting**

**Recognizing**

**Challenging Life Event**

**Awesome**

**Potential**

Choose 1 column

LIFE DOMAINS	Awesome "Too good to be true"	Plan of Improvement/ Plan of Action Needed "True, some things to work on"
<b>Health</b> <i>Fit, Maximize, Healthy</i>		
<b>Spirituality</b> <i>Believe</i>		
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>		
<b>Financial</b> <i>Have, Give</i>		
<b>Environment</b> <i>Live, Win, Own</i>		
<b>Education</b> <i>Know, Seek, Acquire</i>		
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>		
<b>Family/Friends</b> <i>Belong, Love</i>		

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Slow Your Roll – Stop, Drop and then Roll!

**Stop** - Take 5 minutes to get in touch with your closest friends – Humor, Humility, Optimism, Mindfulness and Empowerment

**Drop** – Sit down, reflect, talk with others and develop a plan

**Roll** - Proceed to “Make it Happen”

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## “NO” is about being F.I.T. and Fixin’ Things

<i><b>F.I.T.</b></i>	<i><b>Fear</b></i>	<i><b>Inadequacy</b></i>	<i><b>Told</b></i>
<i>Geography of Success</i>	<i>Discovering Self</i>	<i>Tolerating Strong Interactions</i>	<i>Developing and Sustaining a Plan</i>
<i>AS3</i>	<i>As Was</i>	<i>As Is</i>	<i>As Will Be</i>



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

**T3**

## True Currency of Life

**Time**

**Talents**

**Treasures**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## One's Life Transformation Process The Art of Responsibility



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## The Art of Displacement



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# The 6Ms of Success

It's about  
your **M**odel/  
**M**irror

*"Who and what you truly believe in"*

*type, design,  
copy, example,  
pattern*

It's about  
your **M**obility/  
**M**anner

*"Where and when you truly want to go"*

*movement, flexibility,  
progress, motion,  
drive*

It's about  
your **M**ission/  
**M**essage

*"Why and how you truly want to do it"*

*calling, purpose,  
duty, undertaking,  
work*

***Avoiding the G.R.A.B. - Grandiose, Raging and Blind***

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

LIFE DOMAINS: EDUCATION, SPIRITUALITY, FAMILY & FRIENDS, RECREATION, FINANCIAL, HEALTH, ENVIRONMENT, AND PERSONAL DEVELOPMENT

## THE NAVIGATOR'S PLEDGE

*Be Grateful – Today is here. Make the most of it.*

*Be Aware – Learn as much as you can about the much you do not know.*

*Be Appreciative – Everybody, every place, and everything has value.*

*Be Happy – Find the beauty in the people, places, and things you experience every day and celebrate it.*

*CORE BELIEFS: Positive Impact, Continuous Improvement, Best Appearance, Respect, Standards/Rules, and Language and Behavior of Upbuilding Nature*

EVERYTHING HAS VALUE. BE HAPPY – FIND THE BEAUTY IN THE PEOPLE, PLACES, AND THINGS YOU EXPERIENCE EVERY DAY AND CELEBRATE IT.

— NAVIGATOR'S PLEDGE: BE GRATEFUL – TODAY IS HERE; MAKE THE MOST OF IT. BE AWARE – LEARN AS MUCH AS YOU CAN ABOUT THE MUCH YOU DO NOT KNOW. BE APPRECIATIVE – EVERYBODY, EVERY PLACE, AND

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**We can only afford what we are willing to sacrifice.**

**When we recognize that we control our own decisions, we recognize that we have the power to control our lives.**

**The Affordability Factor is based in the concept of owning our decisions.**

**Affordability is by no means restricted to the financial realm; rather, it is a process that we must apply to all of our decisions.**

**A vital step in transforming the effects of a challenging life event is reframing the event.**

**Without exception, we must strive to recognize and gain an understanding of the challenging life event and increase The Affordability Factor of everything we desire in life.**

**Our personal philosophy and working concepts either block or launch our pursuit of goals and aspirations.**

**We live in a world that denies affirmation of people, places, and things. Furthermore, the belief in personal adequacy is essential to proper development and actualization of our highest potential.**

**We witness affirmation in ceremonies such as award shows, religious confirmations, marriage rites, and rites of passage.**

**Because we do not have to choose ourselves over others, no one should be left behind.**

**As humans, we are constantly confronted with relationship and information from sources that we simply cannot understand. Human understanding is progressive and continues to build upon itself over time.**

**We may be in the midst of the world, but we can still be in control of our lives.**

**While the Affordability Factor is most significant in that teaches us a sense of perspective, it is also important to understand that there is no single strategy to living good, fulfilling life.**

**The highest Affordability Factor is the result of our healthy processing of challenging life events and the positive development and reframing of each event, our personal philosophy, and working concepts.**

**We are reminded that each step of our journey is possible because of our past and we have the ability to influence our future.**

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## The Economy and Currency of Engagement

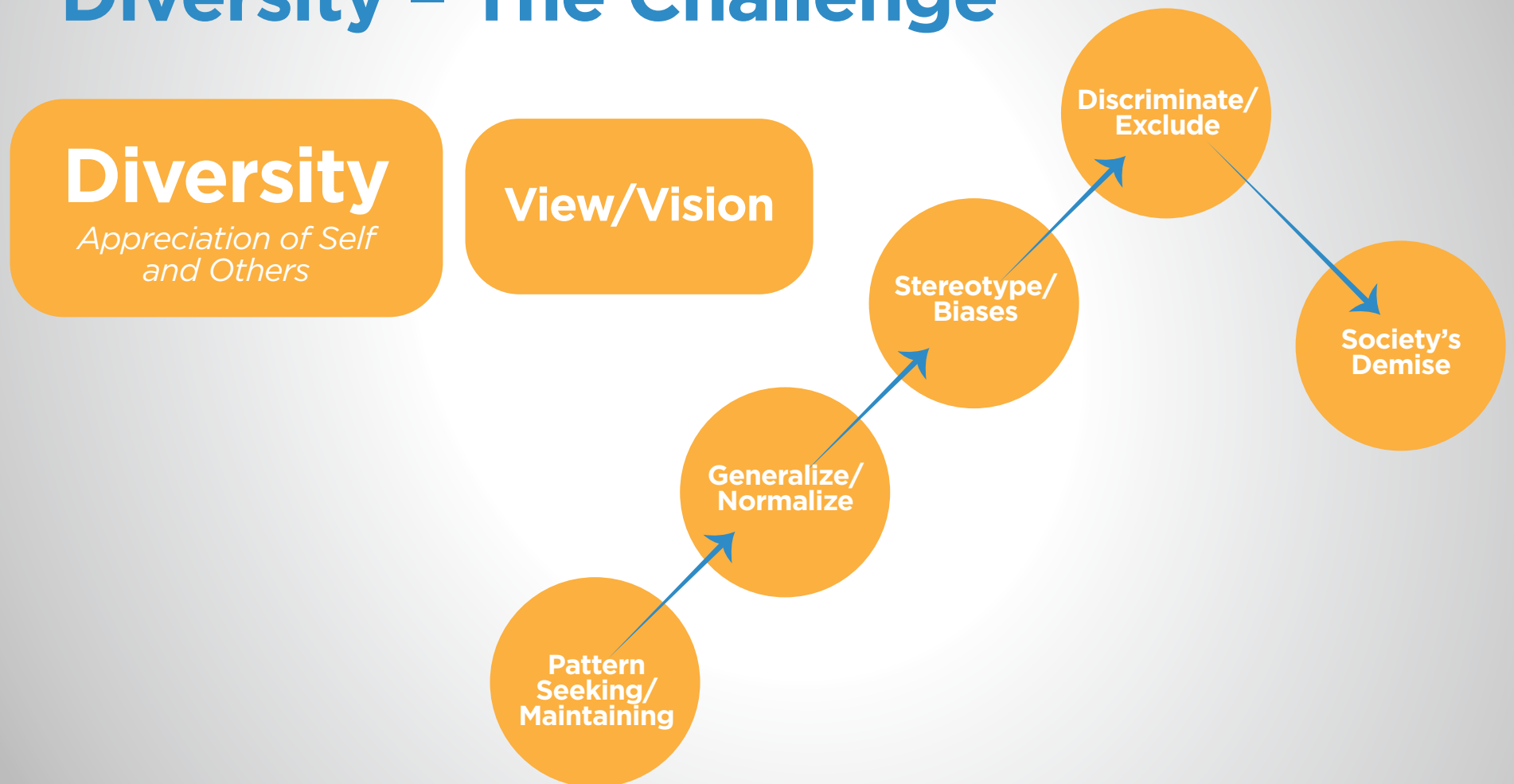


Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Diversity – The Challenge



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Diversity – The Solution



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## Life's KCPR Assessment

Gain the *Knowledge*, Experience the *Consequences*,  
Understand the *Possibilities* and Rehearse the *Requirements*

	Health	Education	Personal Development	Recreation	Family/Friends	Spirituality	Financial	Environment
<b>Knowledge</b> <i>Who, What, Where, When, and How</i>								
<b>Consequences</b> <i>Who, What, Where, When, and How</i>								
<b>Possibilities</b> <i>Who, What, Where, When, and How</i>								
<b>Requirements</b> <i>Who, What, Where, When, and How</i>								



# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Cornerstone Understandings

5GPS	ACTION CYCLE FOR SUCCESS	S.H.O.W.U.P.	TYPES OF INTERACTIONS	I.T.M. SCORECARD	DOORWAYS TO SUCCESS
5 Methods of ReMADE Living	<b>REFRAMING</b> <i>"Understanding How Life is Truly Organized"</i> <i>"Finding the Positive in the Challenging"</i>	<b>MINDSET</b> <i>"Living Life On Purpose"</i>	<b>ATTITUDE</b> <i>"My World View - Come Closer Let Me Explain"</i>	<b>DEMEANOR</b> <i>"The Affordability Factor"</i>	<b>EMPOWERMENT</b> <i>"4GPS - 4 General Principles of Success"</i>
	<ul style="list-style-type: none"> <li>▼ Challenging Life Event</li> <li>▼ Least Common Denominator</li> <li>▼ As Was, As Is, As Will Be</li> <li>▼ Things Are Always Arranged Backward</li> <li>▼ Flipping Life Forward</li> <li>▼ Ands/ORs</li> <li>▼ Obligation vs. Opportunity</li> <li>▼ Self-Reconciliation</li> <li>▼ Cliffs</li> <li>▼ Adequacy/ Transparency</li> <li>▼ Interdependence</li> <li>▼ Wisdom, Words, and Ways</li> </ul>	<ul style="list-style-type: none"> <li>▼ Ministry (Servant) vs. Jealousy (Slick)</li> <li>▼ Oblivious vs. Deliberate</li> <li>▼ Bold and Brazen vs. Reluctant and Unwilling</li> <li>▼ Silence No More and Courageous Conversations</li> <li>▼ Contrasts</li> <li>▼ Fear/Faith</li> <li>▼ Equifinality</li> <li>▼ Implied vs. Explicit</li> <li>▼ Strategic/Surgical</li> <li>▼ 4Cs of Change - Concept, Communication, Collaboration, and Consequence</li> <li>▼ Not knowing/ Ignorance</li> </ul>	<ul style="list-style-type: none"> <li>▼ Being Right vs. Doing Right</li> <li>▼ Slick vs. Servant - Taking care of self and others</li> <li>▼ Journey vs. Destination</li> <li>▼ Excess/Zero</li> <li>▼ Surrender</li> <li>▼ 4Cs of Oppression - Control, Controversy, Conflict, and Comparison</li> </ul>	<ul style="list-style-type: none"> <li>▼ Five Closest Friends (Values/Value/ Non-Value)</li> <li>▼ Sponsorship</li> <li>▼ Opposition</li> <li>▼ Dual Relationships</li> <li>▼ Right Person, Right Time, and Right Words</li> <li>▼ Urgency</li> <li>▼ Legitimacy</li> <li>▼ Cheapening The Moment</li> <li>▼ Rules</li> <li>▼ Accountability</li> </ul>	<ul style="list-style-type: none"> <li>▼ SHOWUP</li> <li>▼ Doorways to Success</li> <li>▼ In The Moment (ITM) Score Card</li> <li>▼ Types of Interactions</li> <li>▼ Scaled Success/ Never Failure</li> <li>▼ Mission/Permission</li> </ul>

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Ask, Consider, and Tackle (ACT)

*From Inquiry to Answer*

**P<sup>2</sup>T**

people, places,  
and things

**6 Questions**

who, what, where,  
when, why,  
and how

**8 Life Domains**

education, health, spirituality,  
personal development,  
environment, recreation,  
finances, and  
family/friends

**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## Personal Best - Managing Your "PC"



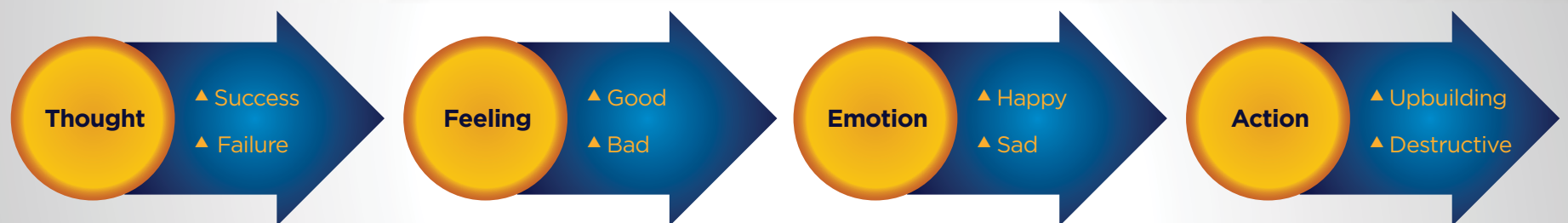
### Potential

- Possible
- Likely
- Could Be

### Capacity

- Ability
- Capability
- Aptitude

## Positive Perspective



## Challenged Perspective





## The **LifeKnow WARMUP**

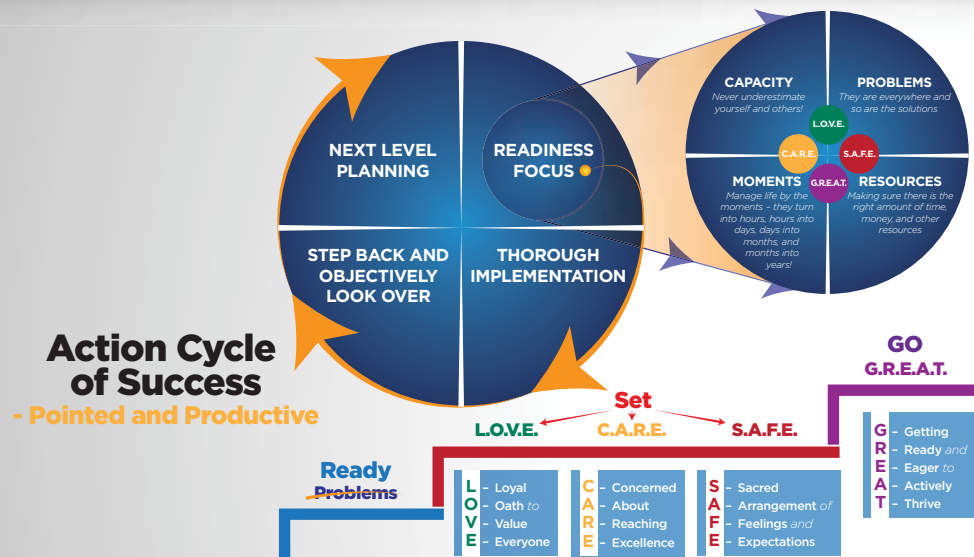
*"Getting ready to change life forever!"*

- **LIFE's** Implementation Cycle (LIC)
- **KNOW**ledge, Consequences, Possibilities, and Requirements (KCPR)
- **W**ater Me - H<sup>2</sup>O ME
- **A**spirations<sup>8</sup>
- **R**ighteous Predatory Stealers of Greed<sup>10</sup>
- **M**atter - 5 MORE Living/5GPS
- **U**naware - Solution to Dialogue and Life's Learning Process
- **P2T** Fix - People, Places and Things Fix

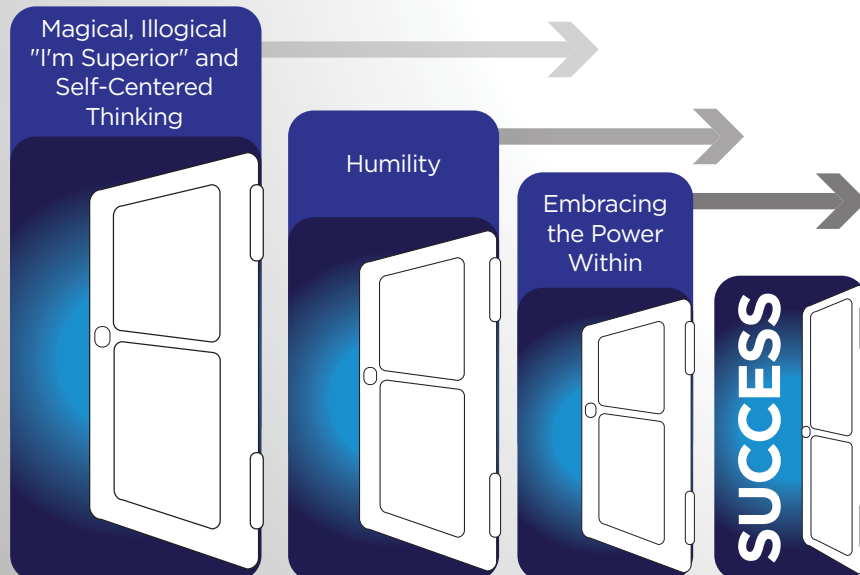


**LifeKnow®**  
Attaining Your Life's Best Through Knowledge!

# 5GPS—5 Guiding Principles of Success



## Doorways to Success - Planful and Pristine



## In The Moment (ITM) Score Card

### Poised and Particular Methods

0 Checkoffs – Poor Success  
5 Checkoffs – Marginal Success  
9 Checkoffs – Optimal Success

I	T	M
<input type="checkbox"/> Integrity - upright	<input type="checkbox"/> Tempered - moderate	<input type="checkbox"/> Mature - advanced
<input type="checkbox"/> Influence - guidance	<input type="checkbox"/> Truth - reality	<input type="checkbox"/> Moral - proper
<input type="checkbox"/> Impact - waves	<input type="checkbox"/> Totality - entirety	<input type="checkbox"/> Mindful - aware

## S.H.O.W.U.P. - Prompt and Present

- ▲ Support
- ▲ Hope
- ▲ Opportunity
- ▲ Withhold Judgement whilst
- ▲ Uplifting
- ▲ People

## Types of Interactions - Purposeful and Powerful

<b>Positive</b>	Inspiration	Fear Intimidation	<b>Negative</b>
	Persuasion	Manipulation	
	Motivation	Power Control	

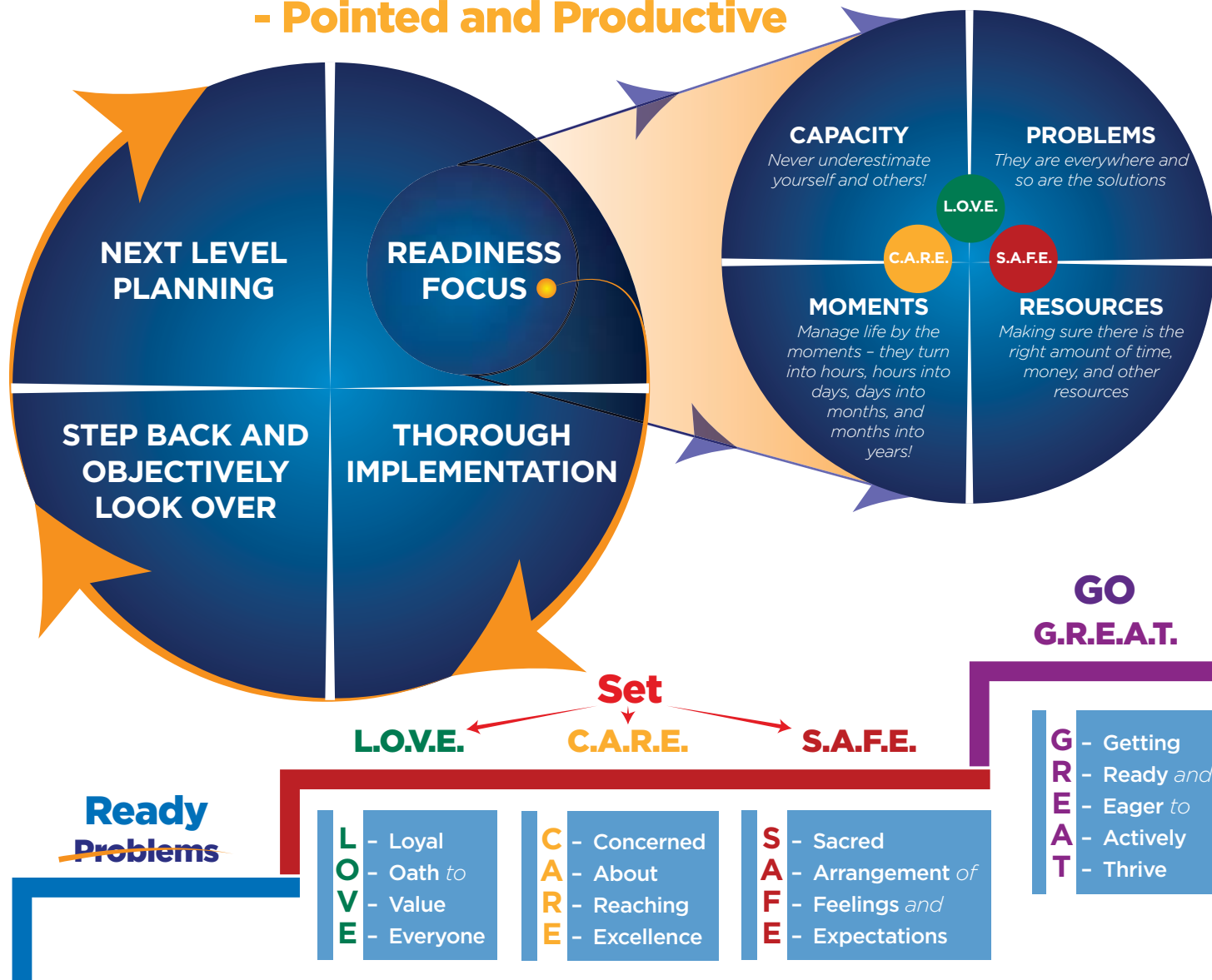
# 5GPS 5Guiding Principles of Success

Action Cycle - **Pointed and Productive**  
S.H.O.W.U.P. - **Prompt and Present**  
Interactions - **Purposeful and Powerful**

In the Moment - **Poised and Particular Methods**  
Doorways - **Planful and Pristine**

## Action Cycle of Success

- **Pointed and Productive**





Action Cycle - **Pointed and Productive**  
S.H.O.W.U.P. - **Prompt and Present**  
Interactions - **Purposeful and Powerful**

In the Moment - **Poised and Particular Methods**  
Doorways - **Planful and Pristine**

## S.H.O.W.U.P. - Prompt and Present

- ▲ Support
- ▲ Hope
- ▲ Opportunity
- ▲ Withhold Judgement whilst
- ▲ Uplifting
- ▲ People

## Types of Interactions - Purposeful and Powerful

**Positive**

Inspiration

Persuasion

Motivation

Fear  
Intimidation

Manipulation

Power  
Control

**Negative**

# 5GPS 5Guiding Principles of Success

Action Cycle - **Pointed and Productive**  
S.H.O.W.U.P. - **Prompt and Present**  
Interactions - **Purposeful and Powerful**

In the Moment - **Poised and Particular Methods**  
Doorways - **Planful and Pristine**

## In The Moment (ITM) Score Card Poised and Particular Methods

**I T M**

Integrity  
*- upright*

Influence  
*- guidance*

Impact  
*- waves*

Tempered  
*- moderate*

Truth  
*- reality*

Totality  
*- entirety*

Mature  
*- advanced*

Moral  
*- proper*

Mindful  
*- aware*

**0** Checkoffs – Poor Success

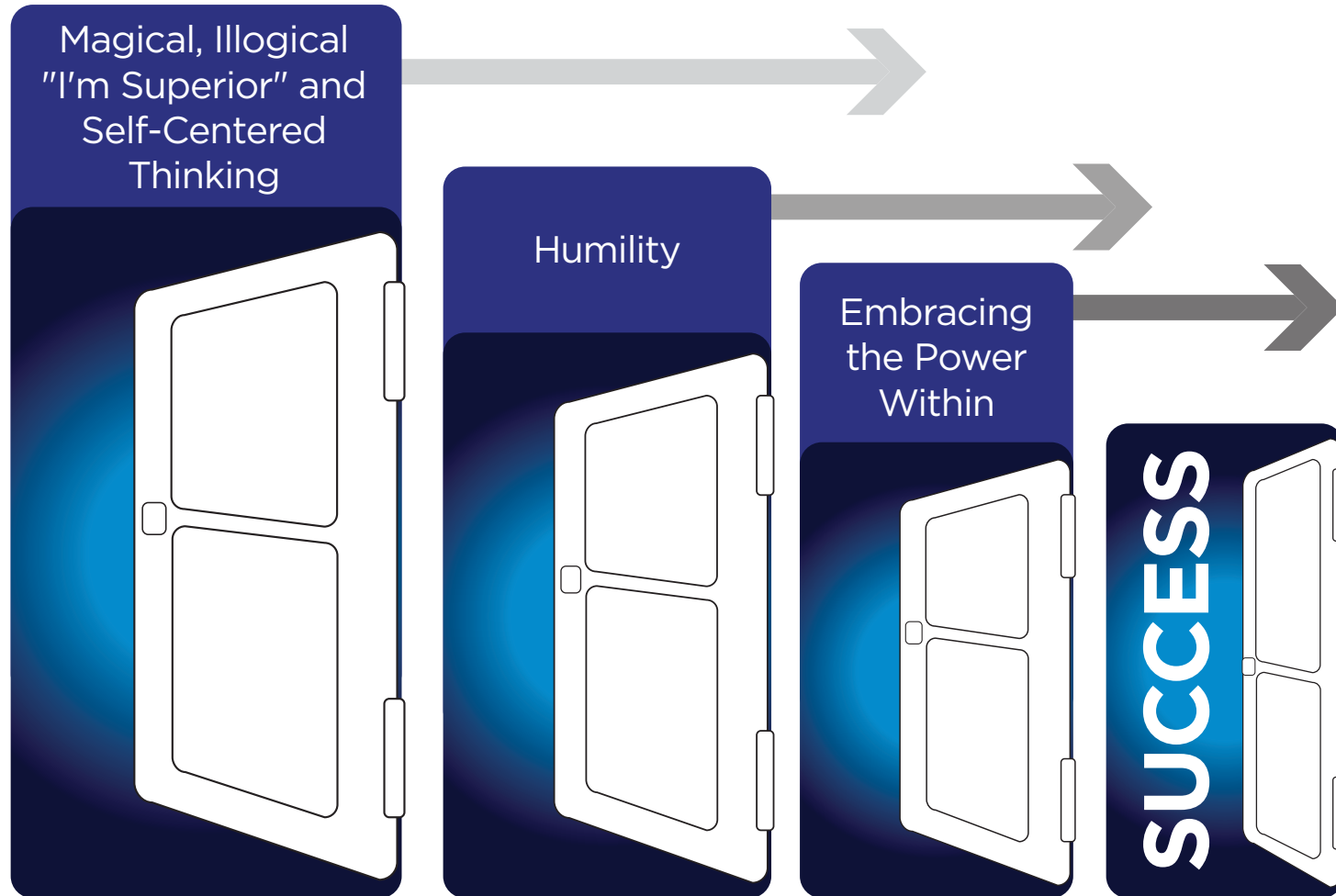
**5** Checkoffs – Marginal Success

**9** Checkoffs – Optimal Success

Action Cycle - Pointed and Productive  
S.H.O.W.U.P. - Prompt and Present  
Interactions - Purposeful and Powerful

In the Moment - Poised and Particular Methods  
Doorways - Planful and Pristine

## Doorways to Success - Planful and Pristine





# 4Cs of Change Newspaper Exercise Worksheet

	4Cs of Change			
	Concept (idea/notion)	Communication (message/statement)	Collaboration (alliance/cooperation)	Consequence (result/value)
<b>NEWS</b>				
School divided over reading Pledge of Allegiance in Arabic				
Texas authorities explode 10 tons of illegal fireworks				
Killer wife guilty in dismemberment of New Jersey husband				
Footage of bloodied UVA student during arrest sparks outrage				
<b>SPORTS</b>				
Mets' Harvey gives News exclusive look at Tommy John rehab				
Hal Steinbrenner talks Yankees in Daily News exclusive				
NFL Mock Draft: Has free agency changed Mariota's stock?				
Can Kentucky beat the Knicks? Larry Brown seems to think so				
<b>GOSSIP</b>				
Sarah Jessica Parker finally sells Greenwich Village home				
Cosby tour's silence on accusations puzzles Norton, Quinn				
Miley Cyrus urges NY lawmakers to boost funds for homeless				
Katie Holmes breaks it down in new dance video				
<b>CRIME</b>				
Killer wife guilty in dismemberment of New Jersey husband				
Robert Durst sought homeless woman for sex: investigator				
Fetus cut from woman's womb after she's beaten, stabbed				
Tunis attack on Bardo museum leaves 21 dead, 17 tourists				
<b>ENTERTAINMENT</b>				
Liza Minnelli checks into rehab facility				
Jon Cryer says Sheen helped him hire prostitutes after split				
Karrueche Tran posts racy bikini pics, Chris Brown comments				
Lena Dunham, Allison Williams kiss for Twizzler Challenge				





**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

## 4cs of Change

### The Way Our World Talks to Us / We Talk to Each Other



#### Concepts



#### Communications


#### Collaborations



#### Consequences







# 4Cs of Oppression Newspaper Exercise Worksheet

	4Cs of Oppression			
	Control (regulate/govern)	Controversy (dispute/gossip)	Comparison (contrast/judgment)	Conflict (struggle/encounter)
<b>NEWS</b>				
School divided over reading Pledge of Allegiance in Arabic				
Texas authorities explode 10 tons of illegal fireworks				
Killer wife guilty in dismemberment of New Jersey husband				
Footage of bloodied UVA student during arrest sparks outrage				
<b>SPORTS</b>				
Mets' Harvey gives News exclusive look at Tommy John rehab				
Hal Steinbrenner talks Yankees in Daily News exclusive				
NFL Mock Draft: Has free agency changed Mariota's stock?				
Can Kentucky beat the Knicks? Larry Brown seems to think so				
<b>GOSSIP</b>				
Sarah Jessica Parker finally sells Greenwich Village home				
Cosby tour's silence on accusations puzzles Norton, Quinn				
Miley Cyrus urges NY lawmakers to boost funds for homeless				
Katie Holmes breaks it down in new dance video				
<b>CRIME</b>				
Killer wife guilty in dismemberment of New Jersey husband				
Robert Durst sought homeless woman for sex: investigator				
Fetus cut from woman's womb after she's beaten, stabbed				
Tunis attack on Bardo museum leaves 21 dead, 17 tourists				
<b>ENTERTAINMENT</b>				
Liza Minnelli checks into rehab facility				
Jon Cryer says Sheen helped him hire prostitutes after split				
Karrueche Tran posts racy bikini pics, Chris Brown comments				
Lena Dunham, Allison Williams kiss for Twizzler Challenge				

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## 4cs of Oppression

### The Way Our World Talks to Us / We Talk to Each Other



#### Conflicts


#### Controversies


#### Control Issues


#### Comparisons

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# DS3

## *Winning the Game!*

### **D**ream to Reality Steps

**Dream** - an idea  
**Goal** - dream written with  
a target date  
**Plan** - goal broken down  
into steps  
**Action** - plan in motion  
**Reality** - action realized

### **S**equencing Understanding

**Grasping the importance**  
that each and every step  
matters and where these  
steps will lead you  
to/toward.

### **3** Minutes

**Embracing the truth**  
that life can change very  
quickly. The decisions we  
make in short periods of  
time have a tremendous  
impact on where we  
spend long periods  
of time. **Consistent**  
**positive intentionality**  
is paramount.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# K3 Cycle

 Know of...

 Know to do...

 Known for...

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Stories About...

Stories that surround us are all about what shouldn't, wouldn't and couldn't happen.

~~Things that shouldn't  
have happened.~~

**Can!**

~~Wouldn't ever happen  
to most.~~

**Will!**

~~Couldn't really happen.~~

**Must!**

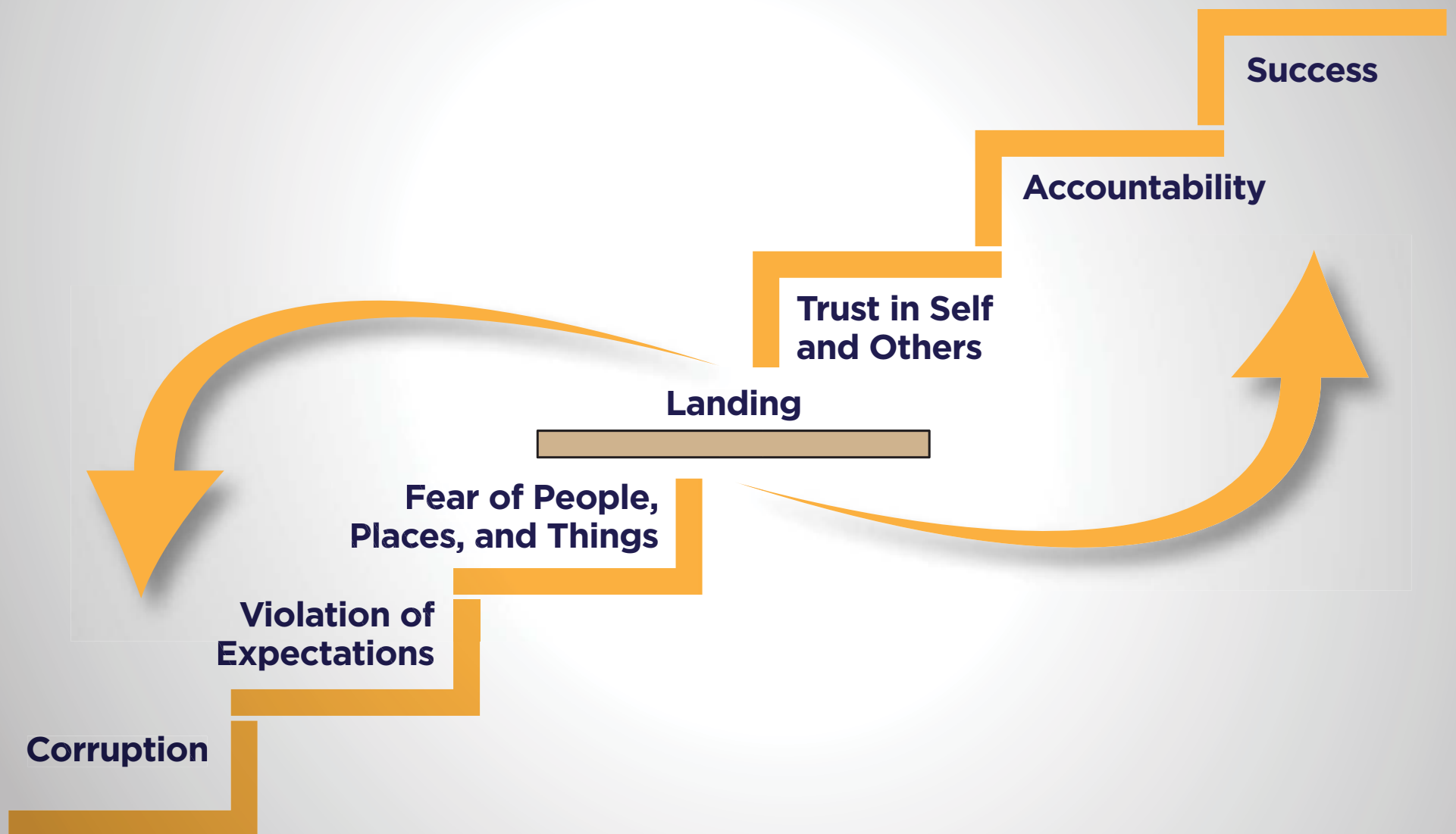
We are often missing positive stories and stories about the awesome possibilities that abound.

**The Pivots  
of Life**



**LifeKnow**<sup>®</sup>  
Attaining Your Life's Best Through Knowledge!

## Where are you going? Stepping Up or Stepping Down



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# Where are you going?

## Stepping Up or Stepping Down



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

Highway  
of PPITTs

*Jealousy:*  
*"The PPITTs"*

**P** - People  
**P** - Places  
**I** - Interests  
**T** - Things  
**T** - Time

Highway  
of H.O.P.E.

*Humility:*  
*"H.O.P.E."*

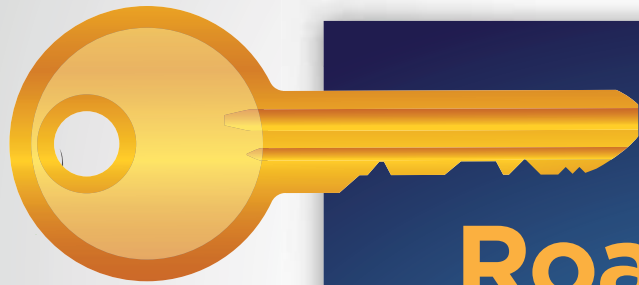
**H** - Humility  
**O** - Offered to  
**P** - People  
**E** - Encountered

**Jealousy vs. Humility — The Highway of Life**

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!



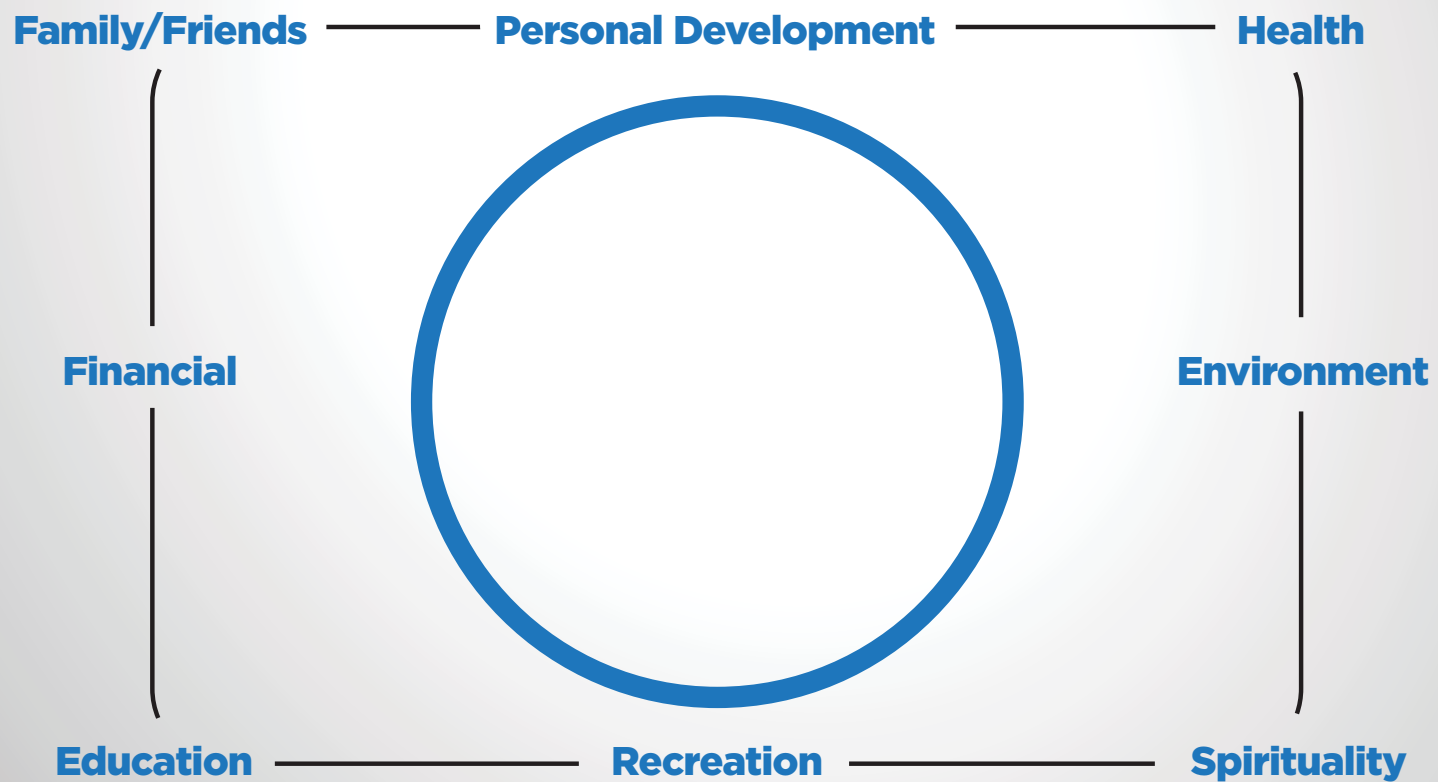
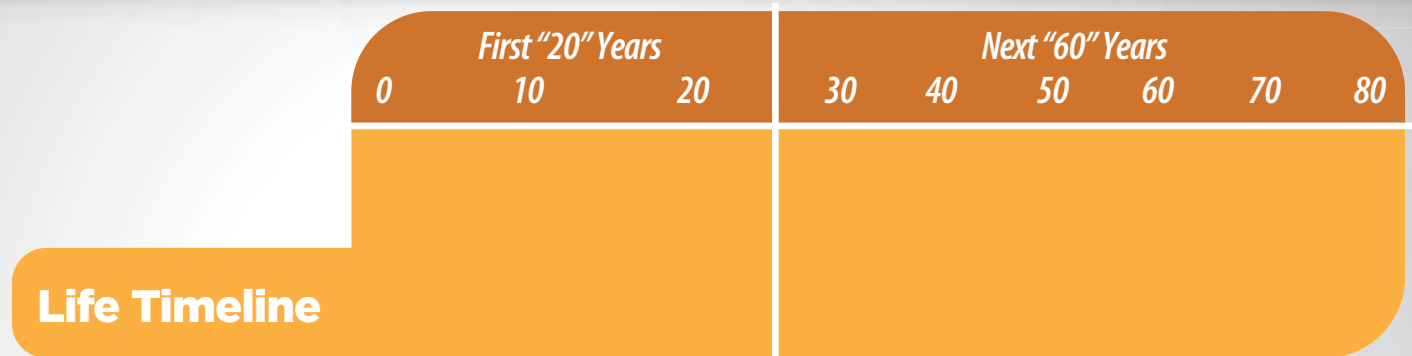
## Road to Success — The 3Ss...

- ▲ Singleness of Station
- ▲ Strategy of Superior Nature
- ▲ Sacrifice of Self

**Success is knowing the difference between Process vs. Practice.**

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# SUCCESS MAP



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 **LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## LIFE'S LEARNING PROCESS



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.





# 8 Domain Plan – Moving Forward

**Ultimate Life Goal**

---

Life Domain	What You Want	What You Need	Gap	Action Plan		
				Task/Goal <i>(What, Why, How, Where)</i>	Stakeholders/Role <i>(Who)</i>	Timeline/Expected Date of Completion <i>(When)</i>
<b>Health</b> <i>Fit, Maximize, Healthy</i>						
<b>Education</b> <i>Know, Seek, Acquire</i>						
<b>Finances</b> <i>Have, Give</i>						
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>						
<b>Spirituality</b> <i>Believe</i>						
<b>Environment</b> <i>Live, Win, Own</i>						
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>						
<b>Family/Friends</b> <i>Belong, Love</i>						

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Stakeholder(s) Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



**What you water is what will grow!**  
**H<sup>2</sup>O M.E. — Water Me**

**Hate & Heat**  
**Overtake My**  
**Existence**

**Humility, Humor,**  
**Optimism,**  
**Mindfulness &**  
**Empowerment**

## B<sup>4</sup> Model of Everyday Living

"Before You Start Any and Everything These 4 Beliefs Need To Be Real and Present To You"



 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## BEGIN WITH THE AIM – The Planning, Organizing, Leading, Controlling and AIM to Own Cycle



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

## Essential Relationship Domains vs. Relationship Sustaining Domains

*Does this relationship meet these 4 essential needs?*

- **Personal Development**  
*(who I want to become)*
- **Education**  
*(what I want to learn and know)*
- **Family/Friends**  
*(what is my legacy/affection/intimacy)*
- **Spirituality**  
*(honors sacred arrangements)*

**Essential  
Relationship  
Domains**

**Relationship  
Sustaining  
Domains**

- **Recreation**
- **Health**
- **Financial**
- **Environment**

*Does this relationship meet these 4 not as essential needs?*

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Life's Practice - Solution to Dialogue

Life Event

Solution

Dialogue



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Prosperity



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

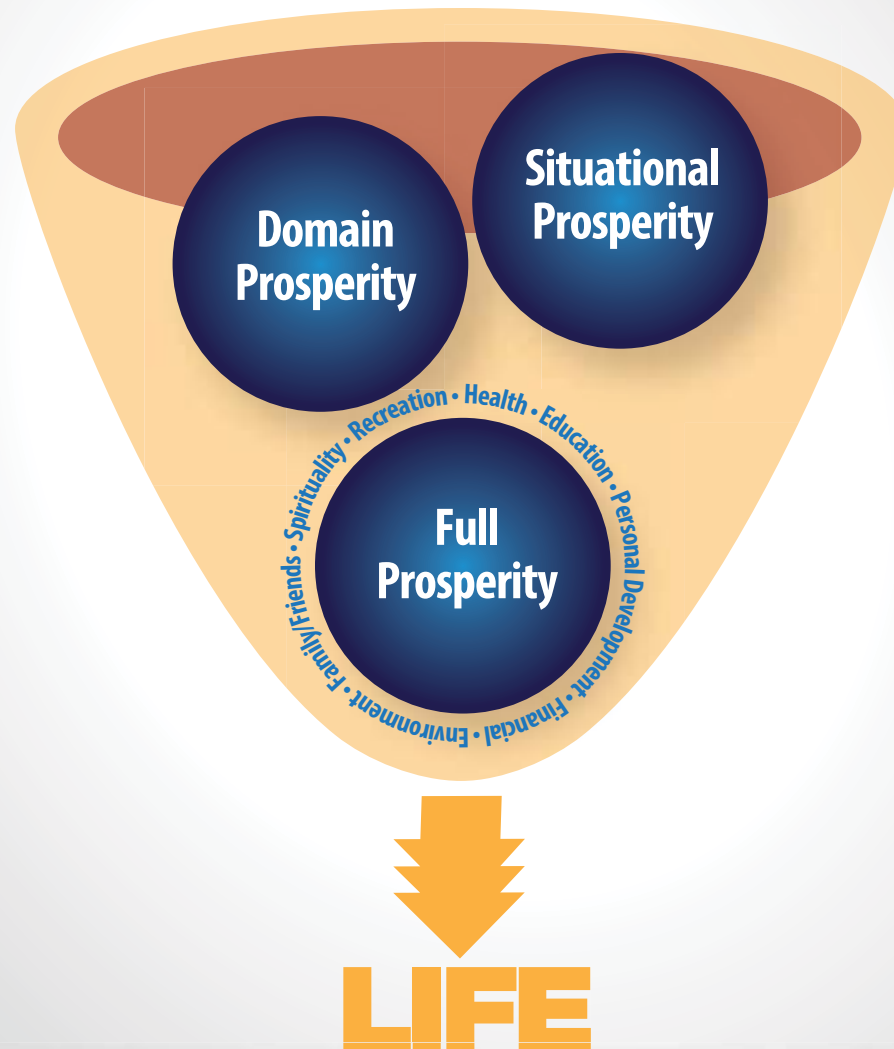


**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Prosperity Funnel

**(We Want the Fullness That Life Has to Offer to Come Through)**



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

# Behavioral Change Schema

## Behavioral Change Counseling Pointers

### Behavioral Change Timing Options



### Behavioral Change Schema

- Instructional Control (must be present @ onset)
- Dissect and Clarify the Expectation of the Future
- Dissect and Clarify the Lived Experience
- Dissect and Clarify the Feelings
- Dissect and Clarify the Thoughts
- Dissect and Clarify the Behavior

### Behavioral Change Information Feed Timing Options

Feedforward – beforehand

(high learning probability/low resistance risk)

Concurrent – in the moment

(low learning probability/high resistance risk)

Feedback – afterwards

(moderate learning probability/moderate resistance risk)



### Behavioral Change Counseling Pointers

- Instructional control (must be present @ onset)
- Present your logic/reasoning about the situation or event in a non-accusatory manner.
- Tell a story/use an analogy. External context (go out) before internal context (come in).
- Discuss the behavior, thoughts, feelings, lived experience, and expectations of life in progressive/regressive order.
- Develop action plan, carry out the plan, check up on the plan, celebrate success or challenge, and start again.

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## **No More, Never Again, Enough is Enough - It's Resolve T.I.M.E.** – Committing to be *The Intentional ME*

**Hiding Out/  
Covering Up**

**Lies/  
Distortions**

**Negative  
Contracts/  
Alliances**

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## The Best Me (TBM)

### **Selfless**

Think of legacy and positive impact on others.

### **Truth Seeking and Telling**

No more lies to self and others. Accept what exists.

### **Embracing My Potential and Capacity**

Managing the possibilities within my abilities.

### **Geography - Be with whom and where serves you best**

Aligning the people, places, and things towards success.

### **Plan Forward**

Concentrate on the "will be" rather than the "has been".

## **Lift Up...** **We must elevate ourselves and others.**

**Lift up your head and it will change your vision.**

**Lift up your spirit and it will change your ideals.**

**Lift up your dreams and it will change you and your family/friends.**

**Lift up your community and it will change your beliefs.**

**Lift up your beliefs – for what you truly believe will be what you make happen.**

*Dr. Nathaniel J. Williams*

## E<sup>3</sup> Life Changing Trail





LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Pushing through to Success



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

**Aspirations<sup>8</sup>**

**Optimal Relationships  
and Existence**

Trust

Penthouse

Educator

Success

Necessity

Compliment

Respect

Intelligence

**Challenged Transactions  
and Existence**

Love

Basement

Coach

Corruption

Trophy

Carry

Fear

Compassion

## Life's 8 Aspirations

### Plus Related Life Domains

Family/Friends  
Environment  
Education  
Health  
Recreation  
Personal Development  
Spirituality  
Finances

### Optimal Relationships and Existence

Trust  
Penthouse  
Educator  
Success  
Necessity  
Compliment  
Respect  
Intelligence

### Challenged Transactions and Existence

Love  
Basement  
Coach  
Corruption  
Trophy  
Carry  
Fear  
Compassion

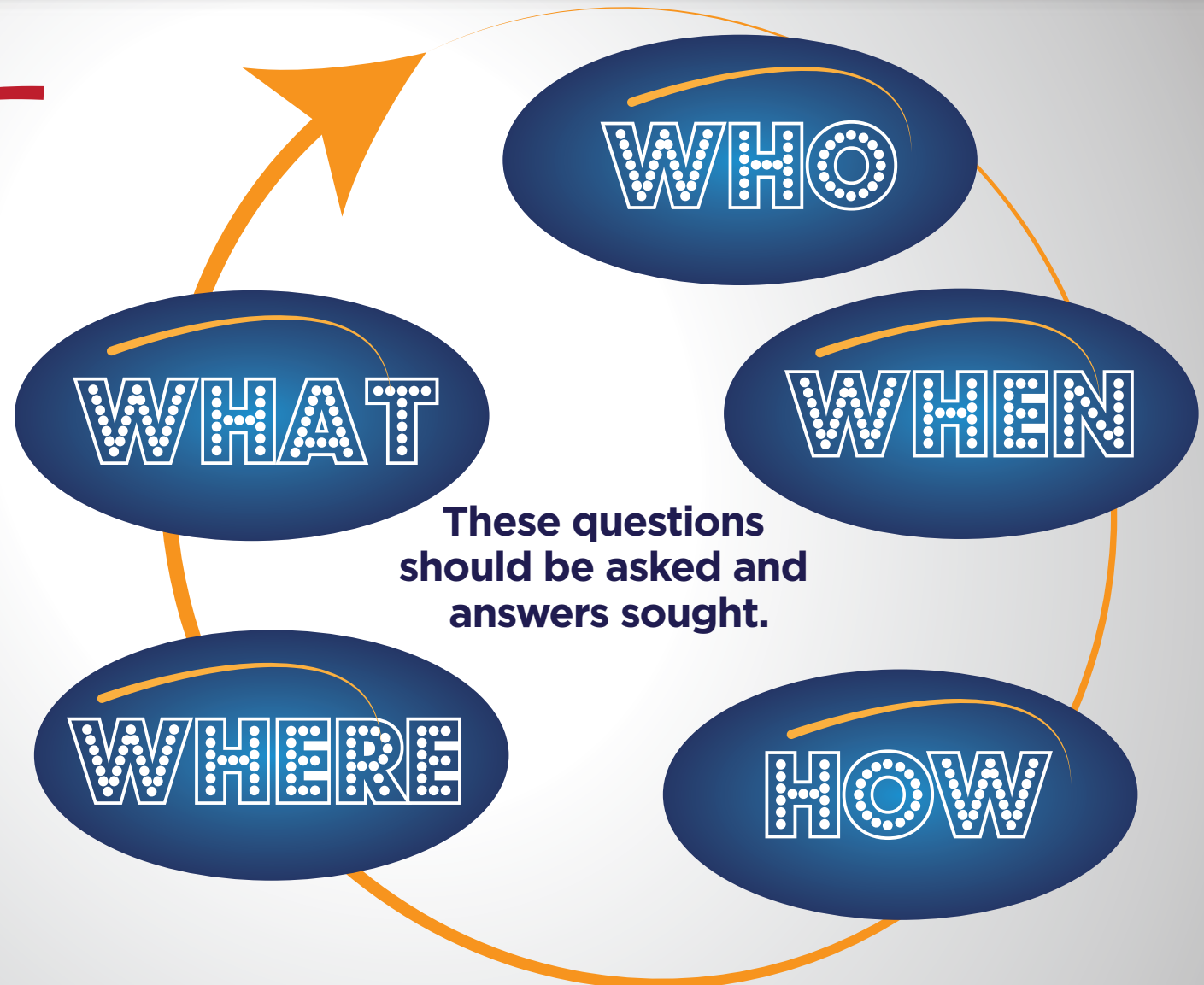
**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## 6 Questions

~~WHY~~

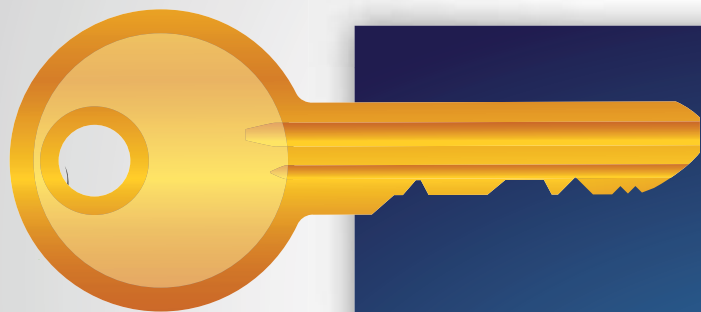
**This question  
should NOT be asked  
- hangs people up.**





 LifeKnow®

Attaining Your Life's Best Through Knowledge!



## L.I.M.I.T.

- ▲ L – Living
- ▲ I – In the
- ▲ M – Moment with
- ▲ I – Intentional
- ▲ T – Thoughts

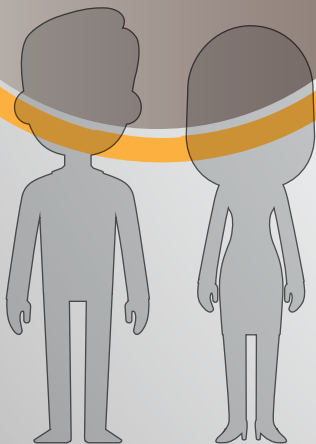
**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Past, Present and Possibilities

**Past**

*As Was*  
As Wanted



**Present**

*As Is*  
As Exists



**Possibilities.....**

*As Will Be*  
As Promised







**LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# UMM... The Understanding Me Mindset

## Undoing the UMM! - Be Confused No More

AS3	Six Probing Questions	Selfish Phase Greed I Matter	Self/Others Phase Sharing/Sponsorship We Matter/ Family/Community
1. Influences the "As WAS"	Who / Why	Challenging Life Event	vs. Best Life Event
2. Influences the "AS IS"	Where / What	Default Emotion (feeling)	vs. Intentional Emotion
3. Influences the "AS WILL BE"	How / When	Default Behavior (action)	vs. Intentional Behavior

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## LifeKnow 6 Elements of Success

that correspond to the Who, What, Where, When, How and Why

**Who**

**Belief "That I Got This" and know when to "Cut It Out"**

*Righteous Predatory Stealers<sup>10</sup>  
PCP - Power, Control and Position  
Situational Crossroads*

**What**

**Sense of Humor and Possession of Humility**

*P<sup>2</sup>T Fix - persons, places and things  
Water Me - H<sup>2</sup>O.M.E.  
AWE - Accepting What Exists*

**Where**

**Geography**

*B4 Model of Everyday Living  
Winning Adopted Strategy  
No More*

**When**

**Develop and Sustain a Plan**

*5 Closest Friends  
Do Only What I Know  
8 Domain Plan*

**How**

**Tolerate Strong Interactions/Exchanges**

*Aspirations<sup>8</sup>  
Selfless  
Artificial Ceiling*

**Why**

**Discovering My Intentional, Genuine and Authentic Self**

*Whole Person/8 Domains  
75 Challenges of Life  
Hopegiving C.P.R.*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## LifeKnow 6 Elements of Success

that correspond to the Who, What, Where, When, How and Why

LIFEKNOW 6 ELEMENTS OF SUCCESS	LIFEKNOW 6 ELEMENTS OF SUCCESS ATTRIBUTES	LIFEKNOW 6 ELEMENTS OF SUCCESS DEFINITION	LIFEKNOW 6 ELEMENTS OF SUCCESS LOGIC	REPORT CARD
<b>WHO</b>	<i>Describes the successful individual traits</i>	<i>the person and their qualities</i>	<i>Belief "That I Got This" and know when to "Cut It Out"</i>	<input type="checkbox"/>
<b>WHAT</b>	<i>Describes the practices</i>	<i>techniques and methods</i>	<i>Sense of Humor and Possession of Humility</i>	<input type="checkbox"/>
<b>WHERE</b>	<i>Describes the venue</i>	<i>location and place</i>	<i>Geography is Paramount</i>	<input type="checkbox"/>
<b>WHEN</b>	<i>Describes the circumstance</i>	<i>timing and elements</i>	<i>Develop and Sustain a Plan</i>	<input type="checkbox"/>
<b>HOW</b>	<i>Describes the sensibilities</i>	<i>behaviors, thoughts and reasons</i>	<i>Tolerate Strong Interactions/ Exchanges</i>	<input type="checkbox"/>
<b>WHY</b>	<i>Describes the goal</i>	<i>reason, purpose and intent</i>	<i>Discover and Maintain My Intentional, Genuine and Authentic Self</i>	<input type="checkbox"/>

LIFE DOMAINS: HEALTH — EDUCATION — FINANCES — SPIRITUALITY — PERSONAL DEVELOPMENT

FAMILY/FRIENDS — RECREATION — ENVIRONMENT

NAVIGATOR'S PLEDGE: BE GRATEFUL - TODAY IS HERE; MAKE THE MOST OF IT.

BE AWARE - LEARN AS MUCH AS YOU CAN ABOUT THE MUCH YOU DO NOT KNOW. | BE APPRECIATIVE - EVERYBODY, EVERY PLACE AND EVERYTHING HAS VALUE.  
BE HAPPY - FIND BEAUTY IN THE PEOPLE, PLACES, AND THINGS YOU EXPERIENCE EVERY DAY AND CELEBRATE IT.

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Trifecta of Sustained Success (TOSS)

### **Whole Person**

*Health, Education,  
Spirituality, Personal  
Development, Environment,  
Finances, Recreation,  
Family/Friends*

### **AS<sup>3</sup>**

*As Was,  
As Is, As Will Be*

### **Six Questions**

*Who, What, Where,  
When, Why and How*

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# W.A.R./~~P.A.W.~~ Plan

I declare to **Wait**, **Accept** and then **Run!**

*I recognize I am wonderfully made to arrange my responsibilities to be successful.*

## WAIT

**Expect**  
**Pause**  
**Remain**  
**Reflect**  
**Await**  
**Hold On**

**Hang Back**  
**Period**  
**Defer**  
**Anticipate**  
**Patience**

## ACCEPT

**Assume**  
**Receive**  
**Acknowledge**  
**Take**  
**Get**  
**Respect**  
**Gain**  
**Obtain**

**Acquire**  
**Embrace**  
**Adopt**  
**Tolerate**  
**Endure**  
**Believe**  
**Credit**  
**Trust**

## RUN

**Rush**  
**Hurry**  
**Bolt**  
**Charge**  
**Sprint**  
**Direct**

**Control**  
**Govern**  
**Supervise**  
**Continue**  
**Pursue**



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# C.E.O.

Being **C**apable,  
**E**ager and **O**ptimistic  
– The **C.E.O.** of Your Own Life

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

## The CEO's Pad

C	E	O	P	A	D
A P A B L E	A G E R	P T I M I S M	R E S C R I P T I V E	S S E R T I V E	E C L A R A T I V E



# Geography of Success<sup>®</sup>

## Contract for Attaining My Personal Best<sup>®</sup>

**Ultimate Life Goal**

---

Life Domain	What You Want	What You Need	Gap	Action Plan		
				Task/Goal <i>(What, Why, How, Where)</i>	Stakeholders/Role <i>(Who)</i>	Timeline/Expected Date of Completion <i>(When)</i>
<b>Health</b> <i>Fit, Maximize, Healthy</i>						
<b>Education</b> <i>Know, Seek, Acquire</i>						
<b>Finances</b> <i>Have, Give</i>						
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>						
<b>Spirituality</b> <i>Believe</i>						
<b>Environment</b> <i>Live, Win, Own</i>						
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>						
<b>Family/Friends</b> <i>Belong, Love</i>						

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Stakeholder(s) Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Got It Under  
Control**

**Work In  
Progress**

**Plan of Action**  
*(who, what, where, when,  
how, and why)*

**Fellow  
Stakeholders**  
*(partners)*

### Know Who I Be, Be Who I Know and Want To Be Known As

*Staying true to self and others*

#### Hopegiving CPR

Courage



Persistence



Resources



#### F3 Syndrome

Fear



Frustration



Failure



#### F3 Keys

Faith



Fortitude



Forgiveness



#### R.I.P.E. - Managing the ...

Redo



Intention



Pause



Emotion



### Courageous Conversation

*Breaking the silence and talking about what really matters*

**Artificial Ceiling (AC)**



**Winning Adopted Strategy (WAS)**



**Genuine and Authentic Self (GAS)**



### ChildFirst Intentional Thinking and Engagement Trifecta

*Present, Available and Without Excuse (PAWEs) whilst Aiming for Children and Youth to Succeed in In All They Do*

**Forbidden Boundary Violations (PEPS)**



**Supervision of the Children and Youth**



**Ready for Life Activities**



# F3 Syndrome and F3 Keys Worksheet

Eight Life Domains	F3 Syndrome - Fearful, Frustrated and Failure			F3 Keys - Faith, Fortitude, and Forgiveness
	Fearful of ....	Frustrated with ....	Failure by ....	Dreams
Education				
Health				
Financial				
Environment				
Recreation				
Family/Friends				
Spirituality				
Personal Development				



# Readiness Focus Worksheet

ASSESSMENT STEP	ASSESSMENT & PROBING QUESTIONS - <i>WHO, WHAT, WHERE, WHEN, HOW AND WHY?</i>	ADMONITION/DEFINITION	ASSESSMENT	
			Got it	Need Work
CAPACITY		Never <b>underestimate</b> yourself and others		
MOMENTS		<b>Manage</b> life by the <b>moments</b> , the turn into hours, hours into days, days into months, months into years!		
PROBLEMS		<b>Problems are everywhere</b> and so are the <b>solutions</b>		
RESOURCES		Making sure there is the right amount of <b>time, money, and other resources</b>		
LO.VE.		Loyal Oath of <b>Value Everyone</b>		
C.A.R.E.		Concerned About <b>Reaching Excellence</b>		
S.A.F.E.		<b>Sacred Arrangement</b> of Feelings and Expectations		
G.R.E.A.T.		Getting Ready and Eager to <b>Actively Thrive</b>		



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## My Promise

### My Promise

**I hereby commit to implement the changes in my life that are highlighted on the sheets contained herein. I understand these changes will not be easy and with challenges. However, I recognize I want more from my life and me. I know I can make the changes. I believe in my bright future. I desire for my mind, body, and spirit to exude confidence and purpose from this day forth. There is no going back. I can do this! I will do this!**

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## Life's Cover for Solutions

Does destiny or despair cover your life, the solutions you use,  
and the events that happen in it?



Issue/Event/Challenge



### Cover of Destiny

- Courage
- Conviction
- Confidence

Living in the Fullness  
of Love of Myself  
and Others



### Cover of Despair

- Fear
- Faithlessness
- Fantasy

Living in the Fullness  
of Hopelessness  
in Myself and Others


**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# CAPACITY<sup>3</sup>

<b>CARE</b> <i>(attention, upkeep and maintenance)</i>	<b>CONCERN</b> <i>(worry, apprehension and unease)</i>	<b>CONNECT</b> <i>(join, link and attach)</i>
<p style="text-align: center;"> <b>Ensure Consistent Culture of Caring</b>  <i>(Free from Abuse and Neglect)</i> </p>	<p style="text-align: center;"> <b>Staying The Course With A Focus on The Future</b>  <i>(Avoiding AWOLing)</i>  <i>(Develop and Sustain a Plan That Spans and Considers the First 20 Years of Life and the Next 60)</i> </p>	<p style="text-align: center;"> <b>Emotion and Conflict Management</b>  <i>(Discover Self and Tolerate Strong Interactions)</i> </p>







# Capacity<sup>3</sup> Report Card

<b>CAPACITY<sup>3</sup></b>	<b>GOT IT</b>	<b>DON'T HAVE IT</b>
<b>CARE</b> <i>(attention, upkeep and maintenance)</i>		
<b>CONCERN</b> <i>(worry, apprehension and unease)</i>		
<b>CONNECT</b> <i>(join, link and attach)</i>		





**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# LifeKnow Strategy Reconciliation

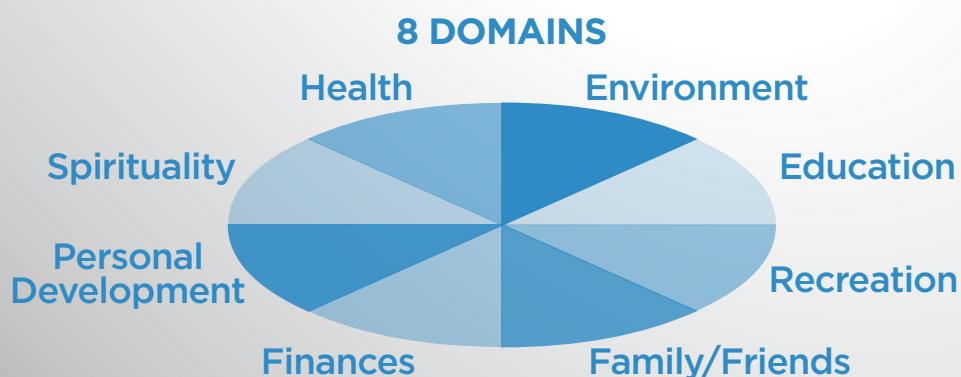
Boundaries (PEPS)	LifeKnow Strategy Reconciliation				
Physical	Navigator's Pledge	Be Grateful Today is here; make the most of it.	Be Appreciative Everybody, every place, and every- thing has value.	Be Aware Learn as much as you can about the much you do not know.	Be Happy Find the beauty in the people, places, and things you experience every day and celebrate it.
Emotional		4Ms  Mediation intervene, facilitate, enable  Did you consider this?	Mentoring guide, tutor, teach  Who's got your back?	Mapping plan, record, chart  Where are you going?	Mental Health/ Wellness status, functioning, comfort  Are you ok?
Psychological	CAPACITY <sup>3</sup>	CARE	CONCERN	CONNECT	
Social					

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

Name \_\_\_\_\_ Date of Hire \_\_\_\_\_

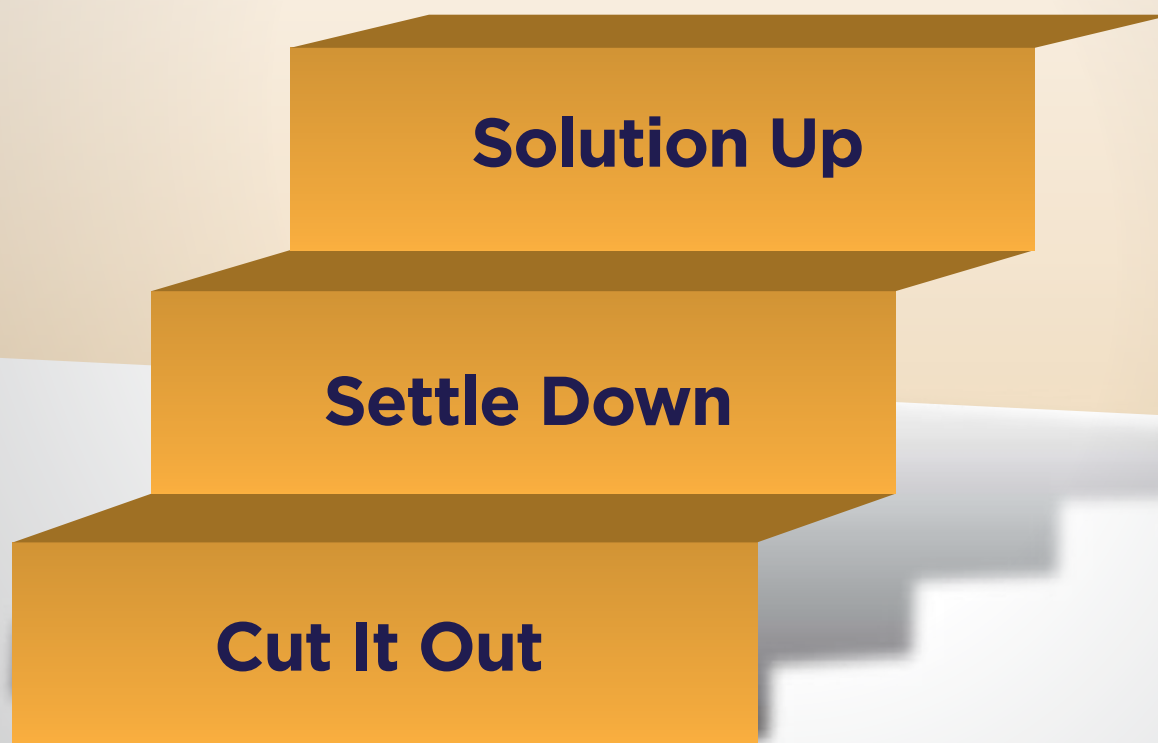
	Challenge #1	Challenge #2	Challenge #3
<b>FOCUS</b>	<b>Personal Control</b> (Inspire Self and Others/ C.A.R.E. and Credibility)	<b>Instructional Control</b> (Quiet Self and Others/ Trust and Access)	<b>Environmental Control</b> (Plan for Self and Others/ S.A.F.E. and Thriving)
<b>GEOGRAPHY OF SUCCESS</b>	<b>Discover Self</b>	<b>Tolerating Strong Interaction</b>	<b>Developing and sustaining a plan</b>
<b>PREMISE</b>	<b>Every situation has an immediate and long term solution</b>	<b>Courageous conversation is a transaction involving listening and learning</b>	<b>Your environment and experiences are excellent and free educators</b>
<b>AS<sup>3</sup></b>	<b>As Was</b>	<b>As Is</b>	<b>As Will Be</b>
<b>Grade:</b>	<b>Grade:</b>	<b>Grade:</b>	

Grade Scale: A - Outstanding | B - Competent | C - Needs Improvement | F- Failing





# Stairs to Success



Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Life Principles

**Solution**  
~~Speak~~  
**Up**

**Contrast Like No**  
~~Compare~~  
**Others**

**NO**  
 **More**  
**Excuses**

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# Where are you going?

## Footprints in the Mirror — "The Camouflage"

*Going  
Nowhere Fast  
Fighting  
Taking The  
Lonely Walk  
Happy Days Few  
and Far Between*



## Footsteps into the Future — "The 4Ms"

*Mapping  
Mediation  
Mentorship  
Mental Health/  
Wellness*

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# The Journey of a Humble and Grateful Navigator

## Mindset Management

- Reframing Challenging Life Event
- **CCOPPE** - Embracing the "Painful Truth"
  - C*ourageously Confront
  - O*rganize
  - P*lay
  - P*ray
  - E*xit

**Internal Control  
Destiny Focus**

## Emotion Management

- Managing Life's Least Common Denominators
  - B*eliefs
  - O*wnership
  - W*orth
  - S*ecurity

**External Control  
Despair Focus**

## Anger/Conflict Management

- Applying MRCss
  - M*aturity
  - R*esponsibility
  - C*onscious
  - S*acrifice
  - S*urrender

### Life Domains

- Education
- Family & Friends
- Financial
- Environment
- Spirituality
- Recreation
- Health
- Personal Development

### Navigator's Pledge

- Be Grateful** ..... Today is here; make the most of it.
- Be Aware** ..... Learn as much as you can about the much you do not know.
- Be Appreciative** ..... Everybody, every place, and everything has value.
- Be Happy** ..... Find the beauty in the people, places, and things you experience every day and celebrate it.



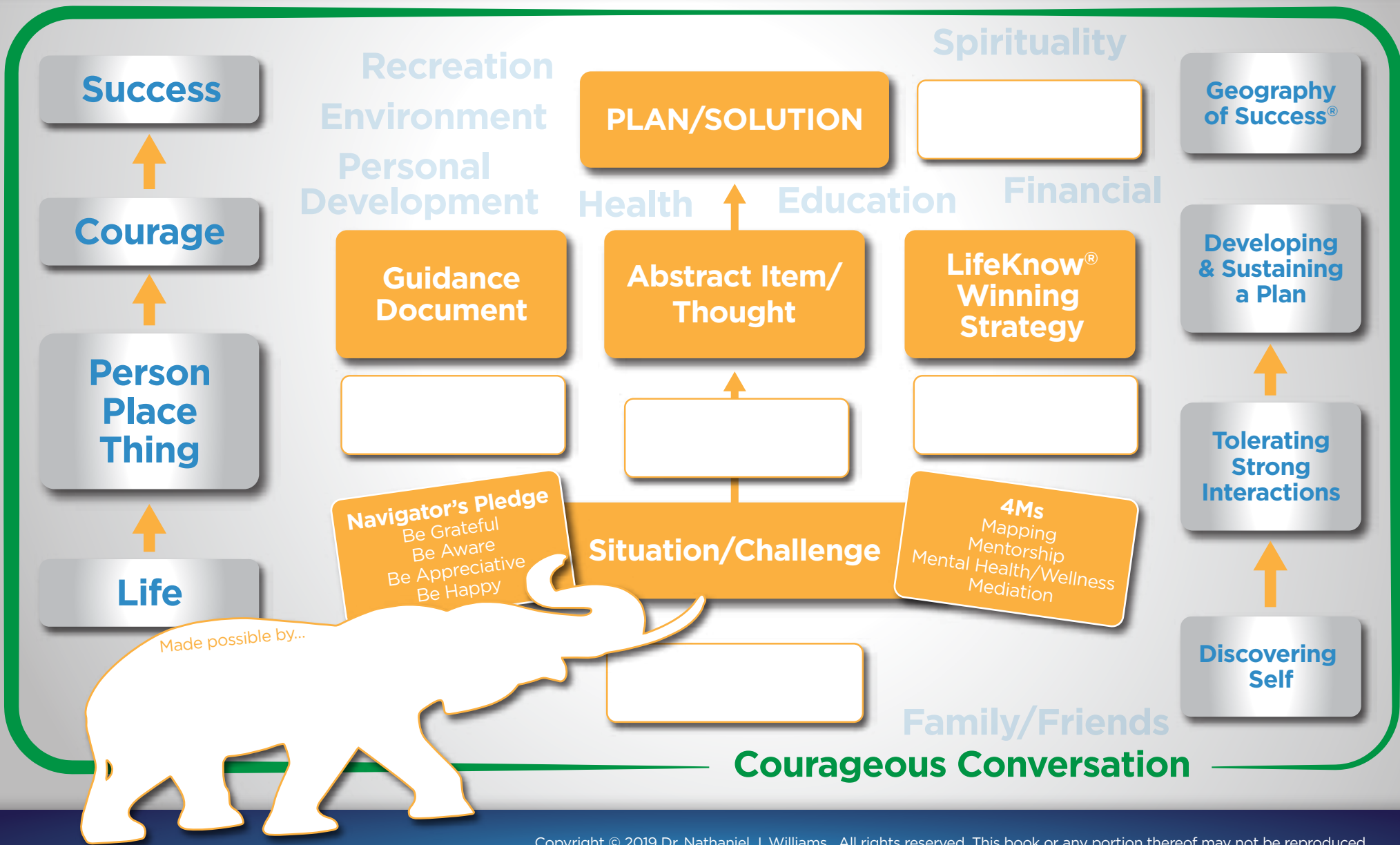
# ConfidenceUP®! — ~~Success~~ **HOPE** Is Always One Step Away



**LifeKnow®**

Attaining Your Life's Best Through Knowledge!

**ConfidenceUP®! — ~~Success~~ HOPE  
Is Always One Step Away**



# 4Ms

## 4 Mandatories of Safety, Service and Success Plan

Community School Work Family

### Life Domains

4Ms	Mediation	Mental Health/Wellness	Mapping	Mentorship
<b>Overview</b>	<i>intervene, facilitate, enable</i>	<i>stable, function, cope</i>	<i>plan, record, chart</i>	<i>guide, tutor, teacher</i>
<b>Questions</b>	<i>Did you consider this?</i>	<i>Are you OK?</i>	<i>Where are you going?</i>	<i>Who's got your back?</i>
<b>Stakeholder</b> <i>Corporation, Foundation, Community Partner, Public Figure, and Government Agency</i>				
<b>Plan</b>				

<b>Health</b> <i>Fit, Maximize, Healthy</i>
<b>Education</b> <i>Know, Seek, Acquire</i>
<b>Finances</b> <i>Have, Give</i>
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>
<b>Spirituality</b> <i>Believe</i>
<b>Environment</b> <i>Live, Win, Own</i>
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>
<b>Family/Friends</b> <i>Belong, Love</i>

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Mantra

*Speak Potential/No Blame • Speak Possibilities/No Shame • Speak Positive/No Disdain  
of a person, place, thing, or circumstance.*

*A statement that inspires you to wake up, get up, and stay up  
- no matter the day, weather or what's happening.*

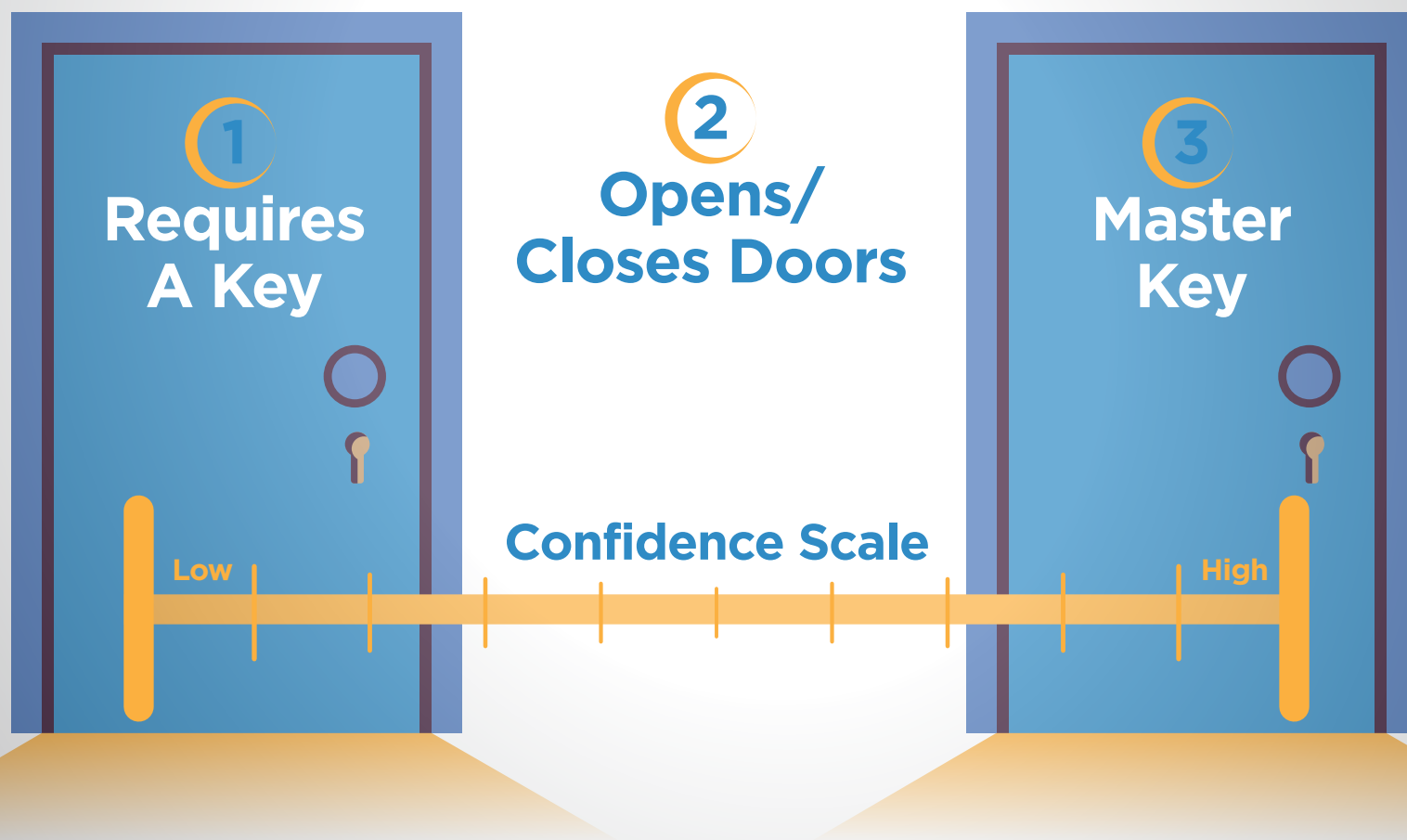
Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Words/Works

(Common Denominator)



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The "I" Factor

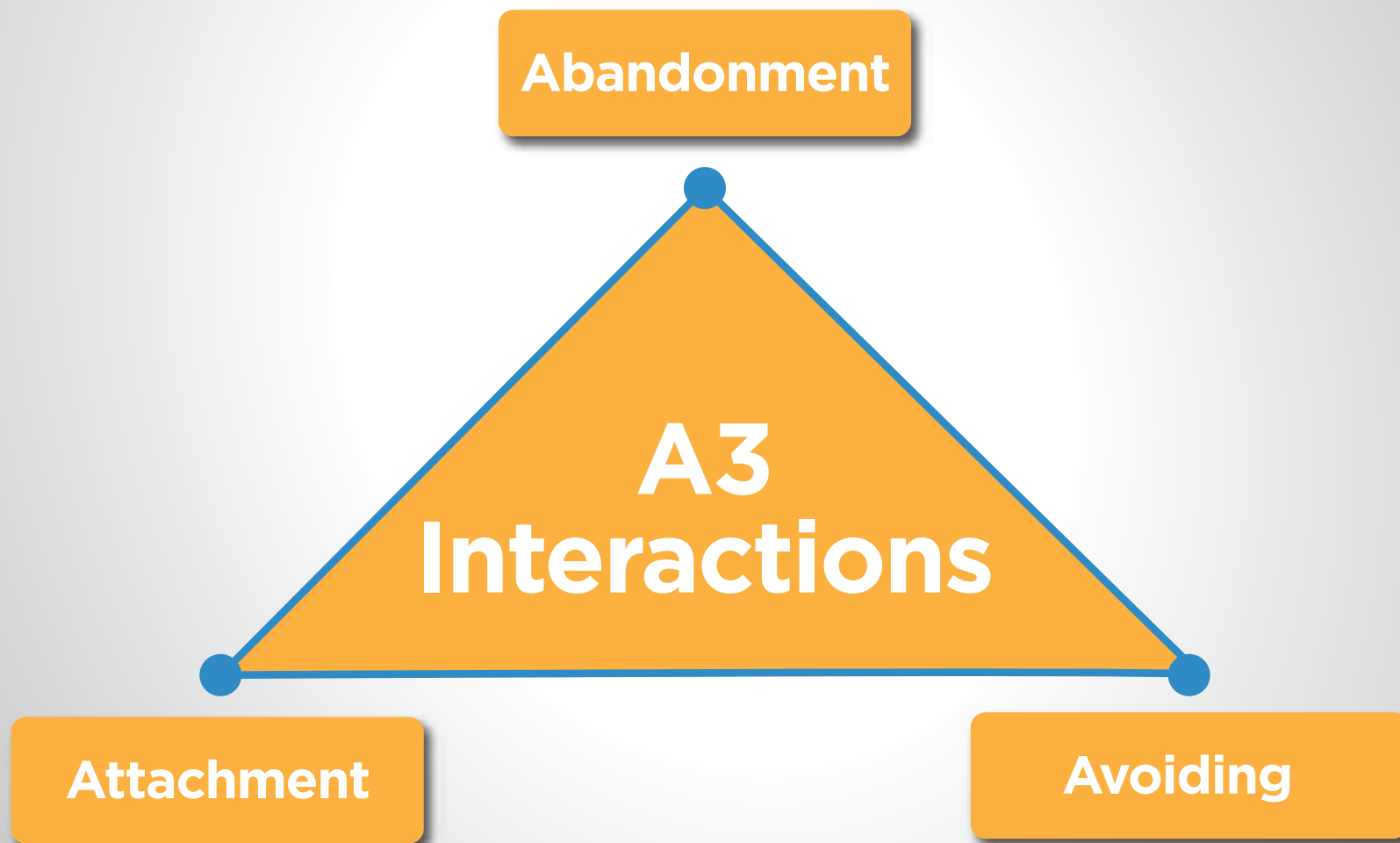


**Intimidated or Intentional**  
*(In a given moment, which one are you?)*

Copyright © 2018 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

# Waking Up Highway

**Enlightenment**

**Enactment**

**Enrichment**

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Facing Forward

**Focus on that which is in front of you in the future  
as opposed to that which is behind you in the past**



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!



## Life's Arrangements

Success in life is about first accepting and then journeying to maintain and/or confidently change the arrangements of people, places and things for self, others and the world.

*Dr. Nathaniel J. Williams*

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Successful People

***Successful people are comfortable tackling and addressing the issues, people, places, and things other people want to avoid at all costs.***

Nathaniel J. Williams, Ed.D.



# Be careful of the world you wish for and permit—you will have to live in it

First Five Words—Building Destiny or Destruction Lens/Report Card	
Destiny Building	Destruction Building
<input type="checkbox"/> Enlighten—Enact—Enrich	<input type="checkbox"/> Blame—Deny—Divide
<input type="checkbox"/> Humor—Humility—Optimism—Mindfulness—Empowerment	<input type="checkbox"/> Grandiose—Raging—Arrogant—Blind—Selfish
<input type="checkbox"/> Accountability—Responsibility—Mandates	<input type="checkbox"/> Negative Behavioral Economics—Immune Desirability—Placebo Effect
<input type="checkbox"/> Engagement—Opportunities—Education	<input type="checkbox"/> Fear/Intimidation—Manipulation—Power/Control
<input type="checkbox"/> Inspiration—Persuasion—Motivation	<input type="checkbox"/> Conflict—Controversy—Comparison
<input type="checkbox"/> Library of the Unknown	<input type="checkbox"/> Library of the Known



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Endure with Eagerness and Enthusiasm

***When the pain is so great, we often do things that put us, and those in our lives, in even more pain. The challenge is to remember that the pain is only momentary – not forever or a lifetime. So we must strive not to do things that give us, and our friends and families, a lifetime of suffering from an event that is truly only a moment in time. We must garner the strength to endure, with an eagerness to be enthusiastic against all the odds!***

Nathaniel J. Williams, Ed.D.





LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Endure with Eagerness and Enthusiasm

***We can't stop challenging things from happening. But we can help people handle challenging things better, remembering we can endure with eagerness and enthusiasm. Our greatness is on the other side of these moments.***

Nathaniel J. Williams, Ed.D.

**LifeKnow®**  
Attaining Your Life's Best Through Knowledge!

# 15 Up versus 15 Down



Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

## 3D Journey Toward Destiny

### **Declare**

what is possible and attainable  
- what will be  
- CEO of your life

### **Desire**

to be your personal best  
- what can be  
- focus on **SUCCESS**

### **Deserve**

to be surrounded by love that appreciates  
your imperfections and vulnerabilities  
- keep **SAFE**

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# ARE - You Ready For Greatness? Arrest, Rest, and Embrace

## Arrest

*your challenging feelings,  
thoughts, and behaviors.*

## Rest

*and settle your spirit.*

## Embrace

*your true potential.*



# Geography of Success<sup>®</sup>

## Contract for Attaining My Personal Best<sup>®</sup>

### Ultimate Life Goal

Life Domain	What You Want	What You Need	Gap	Action Plan			Documents/Tangible Items	Stakeholder(s) Signature
				Task/Goal <i>(What, Why, How, Where)</i>	Stakeholders/Role <i>(Who)</i>	Timeline/Expected Date of Completion <i>(When)</i>		
				4Ms Considerations • Mentorship • Mapping • Mediation • Mental Health & Wellness				
<b>Health</b> <i>Fit, Maximize, Healthy</i>							<input type="checkbox"/> First Aid <input type="checkbox"/> CPR <input type="checkbox"/> Heimlich <input type="checkbox"/> Immunization Records <input type="checkbox"/> MA Card <input type="checkbox"/> Medical History	
<b>Education</b> <i>Know, Seek, Acquire</i>							<input type="checkbox"/> Diploma <input type="checkbox"/> Training Certificates <input type="checkbox"/> Awards <input type="checkbox"/> Citations	
<b>Finances</b> <i>Have, Give</i>							<input type="checkbox"/> Birth Certificate <input type="checkbox"/> Passport <input type="checkbox"/> Social Security Card <input type="checkbox"/> Resume & References <input type="checkbox"/> Drivers License/ Permit <input type="checkbox"/> Workers Permit <input type="checkbox"/> Bank Account <input type="checkbox"/> FBI Clearances & Child Abuse	
<b>Personal Development</b> <i>Become, Thrive, Overcome, Expand</i>							<input type="checkbox"/> Journal of Accomplishments <input type="checkbox"/> Hobbies	
<b>Spirituality</b> <i>Believe</i>							<input type="checkbox"/> Bible <input type="checkbox"/> Quran <input type="checkbox"/> Torah	
<b>Environment</b> <i>Live, Win, Own</i>							<input type="checkbox"/> Cook Book/Recipes <input type="checkbox"/> Lease Agreement <input type="checkbox"/> Emergency Contact Information	
<b>Recreation</b> <i>Enjoy, Fun, Relax, Challenge</i>							<input type="checkbox"/> Photos <input type="checkbox"/> Journal	
<b>Family/Friends</b> <i>Belong, Love</i>							<input type="checkbox"/> Photo Album <input type="checkbox"/> Phone/Address Book	

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_





LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Intentional Engagement Practice (IEP) Worksheet

People do not care about how much you know until they know how much you care. Incorporating a story, while making a point, shows that you care.

### STRUCTURE OF THE STORY

Animate or Inanimate Object	Person(s) Involved	Location	Challenge(s)/Issue(s) Contending With	Winning Strategy	Tie the Animate/Inanimate Object, Challenge/Issue, and Winning Strategy Altogether	What it is that we expect will be done the next time this situation presents itself?
Name: street signs poems, places quotes, shapes songs, memes photographs Point: videos, events tools, furniture clothing household items	+	+	Name: Major depressive episode, Molestation, Sleeping challenges Failure, Psychiatric disorder, Abuse, Sadness, Image challenges, Disability, Trauma, Fear, Bullying, Rejection/Removal, Neglect, Conflict, Belittled/Berated, Inability to participate, Unsuccessful at attempt, Winning, Losing, Injury, Poor coaching, Aggressive parental coaxing, Abusive teammates, Felt forsaken by higher power, Abuse of Power, Compelled/No choice No awareness/ Point: Armation, Inner turmoil Academic achievement, Grade progression, Inadequate education, Limited resources, Inability to concentrate, Medical condition hindrance, Fear of success, Accessibility, Lack of parent(s), Adoption, Betrayal, Caregiver Depression, Birth, Termination of parental involvement, Disagreement, Negative contracts/support systems	Name:      Point:	=	

### STORY TEST/REPORT CARD

5 Closest Friends <input type="checkbox"/>	Three Es <input type="checkbox"/>	8 Life Domains - The Whole Person <input type="checkbox"/>
Humor <input type="checkbox"/> (lightness of handling) Humility <input type="checkbox"/> (lack of arrogance) Optimism <input type="checkbox"/> (positive outlook)	Mindfulness <input type="checkbox"/> (heightened awareness) Empowerment <input type="checkbox"/> (perceived mandate)	Education <input type="checkbox"/> (know/seek/acquire) Family/Friends <input type="checkbox"/> (belong/love) Financial <input type="checkbox"/> (have/give) Spirituality <input type="checkbox"/> (believe)
	Endure <input type="checkbox"/> (bear/tolerate) Eager <input type="checkbox"/> (ready/willing) Enthusiasm <input type="checkbox"/> (interest/passion)	Health <input type="checkbox"/> (fit/maximize, healthy) Recreation <input type="checkbox"/> (enjoy/fun/relax/challenge) Environment <input type="checkbox"/> (live, win, own) Personal Development <input type="checkbox"/> (become/thrive/overcome, expand)



# Planning

## 4Ms Plan

### 4Ms 4 Mandatories of Safety, Service and Success Plan

Community School Work Family

4Ms	Mapping	Mediation	Mental Health/Wellness	Mentorship
<b>Overview</b>	<i>plan, record, chart</i>	<i>intervene, facilitate, enable</i>	<i>status, functioning, comfort</i>	<i>guide, tutor, teacher</i>
<b>Questions</b>	<i>Where are you going?</i>	<i>Did you consider this?</i>	<i>Are you OK?</i>	<i>Who's got your back?</i>
<b>Know</b>	<i>knowledge, key, keep</i>	<i>negotiate, next, new</i>	<i>options, open, optimal</i>	<i>wake, watch, well</i>
<b>Plan</b>				

## Life Domains Plan

### 8 Domain Plan - Moving Forward

Ultimate Life Goal

Life Domain	What You Want	What You Need	Gap	Action Plan		
				Task/Goal <small>(What, Why, How, Where)</small>	Stakeholders/Role <small>(Who)</small>	Timeline/Expected Date of Completion <small>(When)</small>
Health <i>Fit, Maximize, Healthy</i>						
Education <i>Know, Seek, Acquire</i>						
Finances <i>Have, Give</i>						
Personal Development <i>Become, Thrive, Overcome, Expand</i>						
Spirituality <i>Believe</i>						
Environment <i>Live, Win, Own</i>						
Recreation <i>Enjoy, Fun, Relax, Challenge</i>						
Family/Friends <i>Belong, Love</i>						

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Stakeholder(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

## R3—Rejoice, Reclaim, and Renew

### ***Rigid***

unbending, inflexible, firm

Avoid being RIGID about new ways of thinking and being.

### ***Rejoice***

celebrate, cheer, delight

Rejoice about what you have overcome and what lies ahead.

### ***Reluctant***

unwilling, hesitant, unenthusiastic

Avoid being reluctant when presented with new ideas.

### ***Reclaim***

regain, recover, recoup

Reclaim your uniqueness and creativity.

### ***Repeat***

recurrence, replication, duplication

Avoid falling back into familiar routines.

### ***Renew***

restart, take up, resume

Renew yourself with new people, places, and things.

 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# The Apology, The Spend, and The Build

**The Apology**

to self and others

**The Spend**

time, talents, treasures

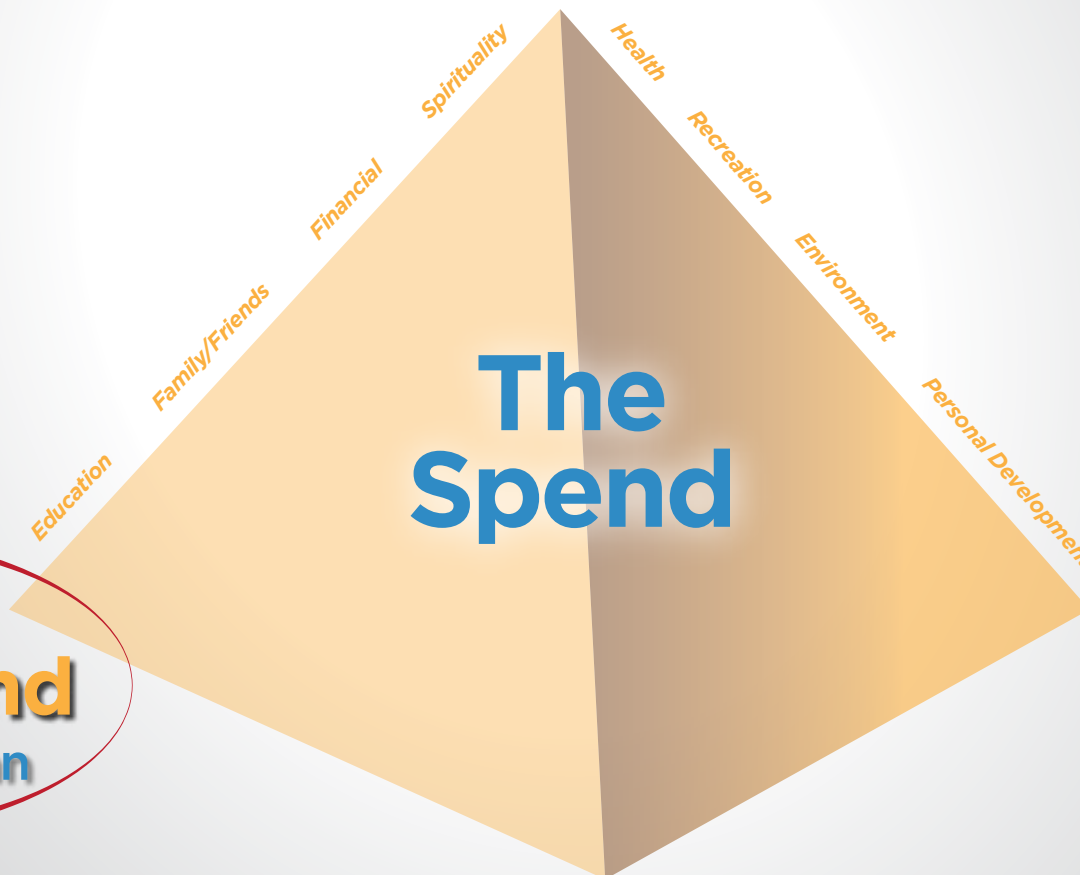
**The Build**

destiny, intentional best

———— Whole Person/8 Life Domains ————



## Annual Spend Long Range Goal



**Hourly/  
Daily Spend**  
Immediate Plan

**Weekly/  
Monthly Spend**  
Short Term Objective



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

What does  
**“WINNING”**  
mean  
to you?

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



## Winning Strategies: A Clue Search Puzzle

Once you fill in all of the "blanks" with answers to the clues for the WINNING STRATEGIES, find all of the words in the word search grid below. Then place the unused letters (letters not included in an answer found,) fill in the blanks below, starting with the first unused letter.

Spend your _____, talents and treasures	T								
There is no such thing as _____ will		R							
Attaining your personal _____								T	
The 2nd "T" in FITT: _____	T								
Use your _____ closest friends		I							
You can only do what you _____								W	
Forbidden boundary violations = _____	P		P						
The universal response needed = _____	T								
Challenged or positive grooming is about, _____			R				P		
There are _____ domains								T	
Library of the _____		N							
H2O Humility, _____ and Optimism	H								
What's your challenging life _____								T	
_____ your challenging thoughts feelings and behaviors									T
_____ to be your personal best		E							
_____, Lies, and Liabilities	L								
Settle your _____									T
Journey toward _____	D			T					
What do you _____?	D							E	
The "C" in PICKER: _____				T				L	
The _____, the spend, and the build		P							
What does _____ mean to you?	W								
R3 = _____, Reclaim, & Renew			J					E	
_____ does not exist	F							E	
Doorways to _____	S							S	
_____ is always happening	G						G		
_____ vs. incarceration		D				T			
How many _____ do you have to your past/future?	C					T			
The "M" in the 4M's: _____				D		T			
Building destiny or building _____	D						T		
It's time to have a courageous _____		O						T	
RIPE = Responsibly _____ pick everything			T			T			Y
The cliffs of _____		C				T			T

```

E G N I N N I W R E J O I C E N G A
G N I M O O R G G E D M E N T A N D
O P P P I O E V I F R E T U N I A T
I C E S T A N W O N K R S E W C H A
S R K L A T Y G O L O P A I C F R T
N A E W S E V R E S E D N O R R O E
O F T V R A R E H E R T U E T E M F
I O I R E R O V D D E N N E F E U A
T E R E V N D A L N T O L E E G H I
C H I S N T T D T A I N O M T A S L
E M P P O N T I B T O S E Y S S V U
N E S E C U O I C I R Y N D E E C R
N A Y P R N L U T L D I A C R M O E
O Y N N A I R A C H T Z C B R I N R
C H Q L T T C M O S T U E L A T T W
O O L Y S U P J E N S S B E Y O R O
D Y H E D E T D H T T H G I E M O N
X F D E M A N D A T O R I E S S L K

```

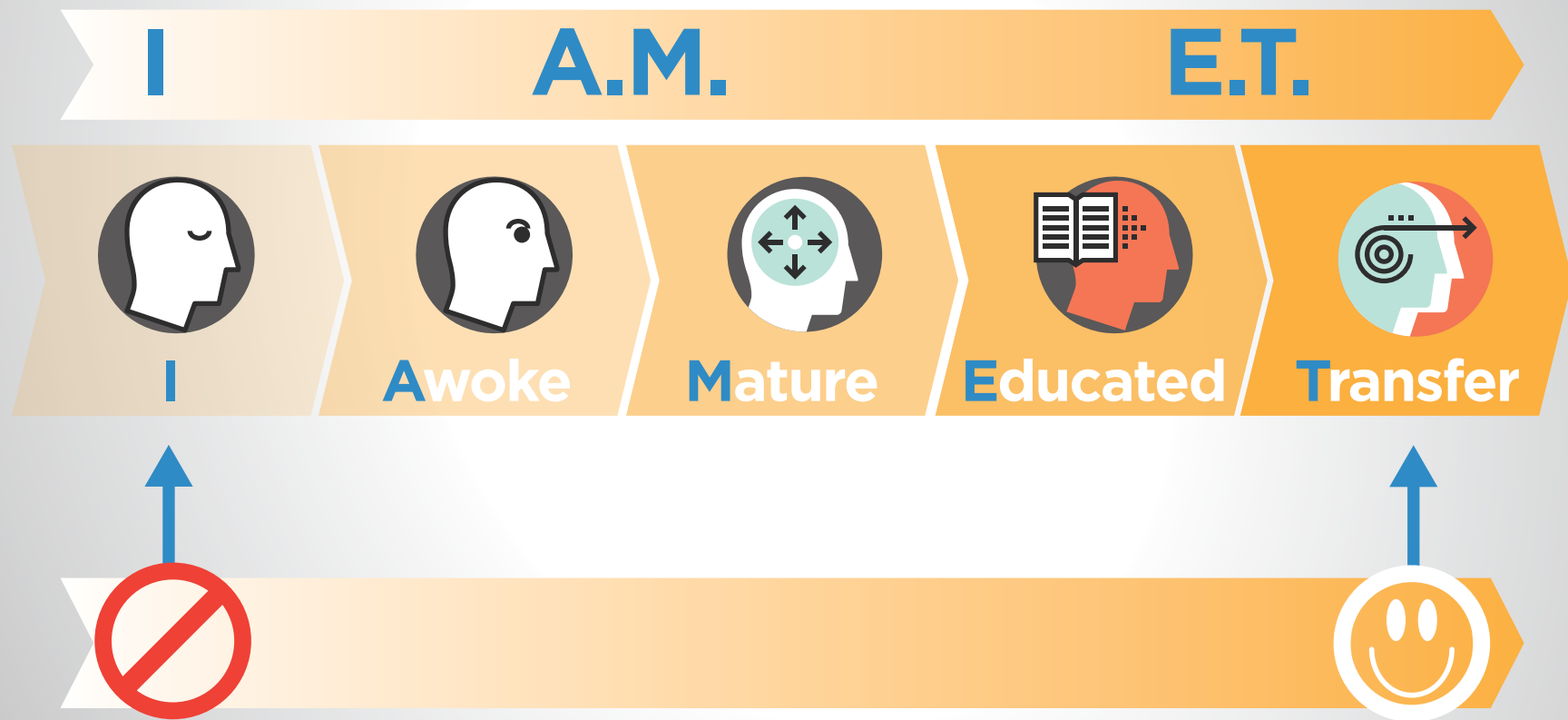
Tip: There will be additional letters at the end of the grid that will not be included in the hidden message. Once the lines below have been filled in, you will find a major goal of Childfirst Services! Good luck!

“ \_\_\_\_\_ ”  
 \_\_\_\_\_ !  
 \_\_\_\_\_  
 \_\_\_\_\_ !”



# LifeKnow<sup>®</sup>

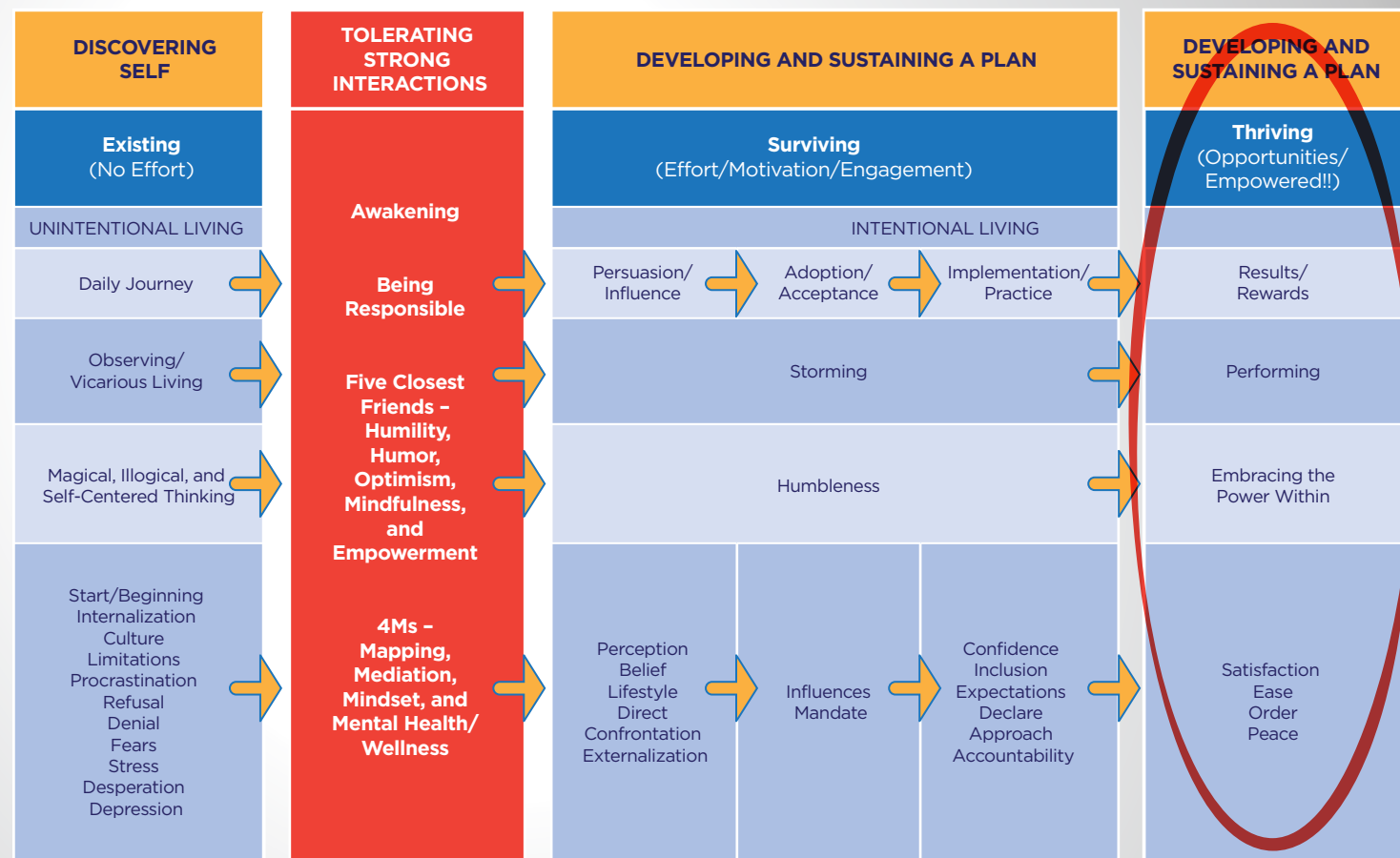
Attaining Your Life's Best Through Knowledge!



# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Stages of Behavioral Change/Engagement



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Compound Engagement

## *All Things Considered*



### Compound Reasoning

Thoughts, Logic  
and Rationale



### Compound Convincing

Consider, Deliberate  
and Decide





 **LifeKnow**<sup>®</sup>

Attaining Your Life's Best Through Knowledge!

## Stages of Engagement

**Safe**  
Stage 1



**Hope**  
Stage 2

**Focus on  
Success**  
Stage 3



 LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Confidence Camouflages or Highlights Capacity & Competency



**Be able to See, Hear, Smell, Touch, & Feel**

*the Difference!*

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!

# PeopleSpeaks



## Report Card

5 Closest Friends	Score
<b>Humor</b> (Lightness of Handling)	1 2 3 4 5 6 7 8 9 10
<b>Humility</b> (Lack of Arrogance)	1 2 3 4 5 6 7 8 9 10
<b>Optimism</b> (Positive Outlook)	1 2 3 4 5 6 7 8 9 10
<b>Mindfulness</b> (Heightened Awareness)	1 2 3 4 5 6 7 8 9 10
<b>Empowerment</b> (Perceived Mandate)	1 2 3 4 5 6 7 8 9 10

Copyright © 2019 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



# LifeKnow®

Attaining Your Life's Best Through Knowledge!

## PERSONAL MAPPING

CHALLENGING LIFE EVENT	DO IN EXCESS	STRENGTHS	WEAKNESSES
<p><u>WAS:</u></p> <p><u>REFRAMED VIEW:</u></p>			
<p><b>LIFE DOMAIN(S) AFFECTED:</b></p> <ul style="list-style-type: none"> <li>Recreation</li> <li>Health</li> <li>Family/Friends</li> <li>Environment</li> <li>Spirituality</li> <li>Personal Development</li> <li>Education</li> <li>Finances</li> </ul>	<p><b>DO SPARINGLY</b></p>	<p><b>ULTIMATE:</b></p> <ul style="list-style-type: none"> <li>Selfless</li> <li>Share</li> <li>Work Hard</li> </ul>	<p><b>STAY AWAY:</b></p> <ul style="list-style-type: none"> <li>Selfish</li> <li>Greedy</li> <li>Lazy</li> </ul>
<p><b>LIFE'S GOAL:</b></p>			
<p><b>PLAN FOR THE FUTURE</b> (WHO, WHAT, WHERE, HOW, AND WHY)</p>			

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Copyright © 2020 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

# Costumization

***Costumization includes the items, words, and activities that seek to camouflage and/or depict a person's stature, emotional state, with reverence as its sole intention. Costumization seeks to invoke and instill unconditional, unearned and uncontested regard, status, and admiration at the onset and ongoing stages of the relationship and interaction that will impact people's thoughts, actions, and behaviors.***



PERSONAL MAPPING			
CHALLENGING LIFE EVENT	DO IN EXCESS	STRENGTHS	WEAKNESSES
<b>WAS:</b>			
<b>REFRAMED VIEW:</b>			
<b>LIFE DOMAIN(S) AFFECTED:</b> Recreation Health Family/Friends Environment Spirituality Personal Development Education Finances	<b>DO SPARINGLY</b>	<b>ULTIMATE:</b> Selfless Share Work Hard	<b>STAY AWAY:</b> Selfish Greedy Lazy
<b>LIFE'S GOAL:</b>			
<b>PLAN FOR THE FUTURE</b> (WHO, WHAT, WHERE, HOW, AND WHY)			

Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Stakeholder Signature(s) \_\_\_\_\_

### 4Ms 4 Mandatories of Safety, Service and Success Plan

4Ms	Mediation	Mental Health/Wellness	Mapping	Mentorship
<b>Overview</b>	intervene, facilitate, enable	stable, function, cope	plan, record, chart	guide, tutor, teacher
<b>Questions</b>	Did you consider this?	Are you OK?	Where are you going?	Who's got your back?
<b>Plan</b>				

#### Life Domains

- Health  
*Fit, Maximize, Healthy*
- Education  
*Know, Seek, Acquire*
- Finances  
*Have, Give*
- Personal Development  
*Become, Thrive, Overcome, Expand*
- Spirituality  
*Believe*
- Environment  
*Live, Win, Own*
- Recreation  
*Enjoy, Fun, Relax, Challenge*
- Family/Friends  
*Belong, Love*

### Global Success Evaluation

Success vs. Risk Factors

	BEHAVIORS		THOUGHTS	ACTIONS	
<i>(Check only 1 in each column)</i>					
<b>BEST SELF</b>	<input type="checkbox"/> Selfless	<input type="checkbox"/> Mature	<input type="checkbox"/> Develop and Sustain Plan	<input type="checkbox"/> Transparent	<input type="checkbox"/> Transfer and Impart
<b>CHALLENGED SELF</b>	<input type="checkbox"/> Selfish	<input type="checkbox"/> Immature	<input type="checkbox"/> Procrastinate and Stasis	<input type="checkbox"/> Slick	<input type="checkbox"/> Silent
<b>Plan for Improvement</b> (all 5 plans must answer all six questions - who, what, where, when, how and why)					

**LifeKnow<sup>®</sup>**

Attaining Your Life's Best Through Knowledge!



Copyright © 2020 Dr. Nathaniel J. Williams. All rights reserved. This book or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the author.



LifeKnow®

Attaining Your Life's Best Through Knowledge!

## Circumstance Improvement Steps (CIS)

1. Development, Articulation, and Prepared Adherence of a **Universal Theory of Change for Success** (tried and true method of how things will improve)
2. Discussion and Agreement on the **Present Condition/Challenge** (ex. human, community, organization, eight domain, etc.)
3. Sharing of a **Written Logic Model** capturing condition/challenge, procedures, and practice changes and processes (visualize, draw, depict, etc.)
4. Development and Implementation of **Practice Model Tools and Solutions** (tangibles, materials, etc.)
5. **Evaluation and Feedback**
6. **Next Circumstance...**