

Part of the BusinessCPR™ Management System, Step 5—Be Accountable for *Your* Results

The Contributions Management Process is bookended by structured feedback tied to the quality of contributions being made to business results and personal development to help those seeking to contribute more to work through self-identified desired change. Change that the individual desires to make to improve their contribution effectiveness, not a change forced upon them.

Personal change ultimately comes down to how much better you want to become in whatever area you want to improve. Whether you have been doing or battling something for years or only months, everyone can improve their ability to make a difference in approaching the people they work with or any task.

Businesses never change because of new systems, processes, or structures. They change because the people employed in the business adapt and change to work with the new systems, processes, or structures.

Only when the people within any company have made their transitions can a business reap the benefits of change. The most business-enhancing part of the BusinessCPR™ Contribution Management Process that builds an individual's desire to make or become different through disciplined acts that result in a person becoming different. Synonyms include modification, variation, transformation, revolution, conversion, adjustment, and amendment.

Those who successfully achieve desired changes use the following BusinessCPR™ Personal Development Framework to help them go from where they are to where they want to go by thinking through the following:

1. Complete the next three pages below to identify what working well and where you are getting stuck. The goal is to determine if you have skills to build on that will position you to contribute more or areas to improve because they are holding you back.
2. The last page of the BCPR Personal Development Framework is intended to help you visualize your path forward for realizing the desired change. Here it's important to be specific on what the new skill, capability, talent, or new approach to yourself and your work looks like.
3. Once you have completed this framework and are clear on what change you want to make, sit down with your manager to help them appreciate what you are wanting to change. Share with them your intentions and how they can support you in your efforts to close the gap between where you are and where you want to be.

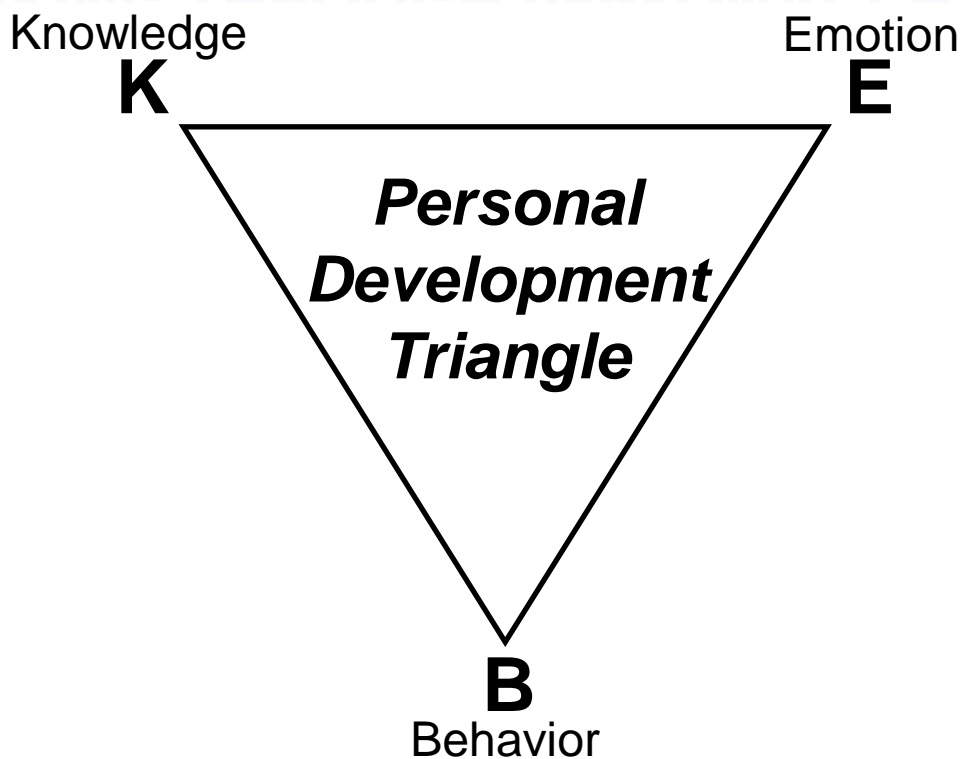
Remember—knowledge, behavior, and emotional change must be something you want. It must be important to you because personal change ultimately comes down to how much better you want to become in whatever area you want to improve. Whether you have been doing or battling something for years or only months, everyone can improve their ability to make a difference in approaching the people they work with or any task.

We are here to help ...

Should you have questions about implementing the personal development component of the BusinessCPR™ Contributions Management Process or in using this framework, email help@business-cpr.com to schedule a time to speak with one of our BusinessCPR™ Certified Business Coaches to get your questions answered.



WORKING THROUGH PERSONAL CHANGE



Organizations don't change because of new systems, processes or structures. They change because the people within the organization adapt and change to work with the new systems, processes or structures.

Only when the people within any company have made their own personal transitions can an organization truly reap the benefits of change. This management development exercise will help you work through self-identified desired change. Change that you would like to make to improve your personal effectiveness.

This begins when you decide to explore and test what changes you would like to make in your life. Your first step is to consider what's good and not so good in your life. Next is to determine what the changes you are considering mean to you and how it will affect you and your circle of influence.

Allow yourself reflection time on your current reality and what you would like to experience differently before jumping into any change plan. Once you are clear on what you want to change, then frame your desired change through the benefits you aspire to have vs. what you are trying to avoid.

Your goal is to replace negative self-talk with optimism and confidence as you let go of the old to embrace the new. This is best done by rebuilding how you talk to yourself, interact, and work with others.

Know that before you begin to see the benefits of the change you seek to make in yourself, you will experience discomfort and setbacks. When this happens, allow yourself to be human then resolve to own the change you want to see in yourself and get back to the work of being the change.

The exercises on the following pages are intended to help you step back and reflect on where you are and what you would like to experience differently in your life.

1. How would you rate your technical and business knowledge?

Knowledge

Technical = Quality										Business = Profit									
1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10

2. What is your area of greatest knowledge?

Technical = Quality										Business = Profit									

3. Where is your lack of knowledge holding you back?

Technical = Quality										Business = Profit									

4. What would you specifically like to better understand about the game of business?

5. Of the following behaviors, which one best represents you in each row?

Behavior

Successful

Unsuccessful

- Proactive
- Challenging
- Control
- Continuously learning
- Solutions
- Take chances
- Embrace Change
- Accept responsibility for mistakes
- Give credit to others
- Want others to succeed
- Keep a positive attitude
- Energized
- Seeks Help
- High Personal Accountability

- Procrastinator
- Complacent
- Seat of the pants
- Make it up as you go
- Band Aids
- Fear failure
- Avoid Change
- Blame others
- Take all the credit
- Hope others fail
- Get negative too often
- Paralyzed
- Self Fixer
- Low Personal Accountability

6. Which behaviors do you enjoy doing?

7. Which behaviors are holding you back?

8. Why have you not done anything about the behaviors that are holding your back?

9. How do you feel (emotions) about your current situation? (check all that apply)

- Enthusiasm
- Cheerfulness
- Conservatism
- Antagonism
- Anger
- Passive Aggressive
- Fear
- Grief
- Boredom
- Apathy

10. Why do you feel this way?

11. What would you specifically like to change about the way you feel about your current situation?

12. Why have you not done anything about these negative emotions that are holding you back?

13. What would you like to see in your life?

More of. . .

Less of. . .

14. Review your answers thus far then state what is your image of your ideal self?

15. What do you need to begin doing differently today for you to be your ideal self?

16. How can your manager help you follow-through on your desired change?

17. What action are you going to take today to start realizing your ideal self?

My Signature Reaffirms My Personal Commitment to Myself

Date