



VALUES



WORKBOOK

"Open your arms to change... but don't let go of your values."

--- Dalai Lama ---

"It's not hard to make decisions... once you know what your values are."

--- Roy Disney ---

"Keep your thoughts positive because your thoughts become your words... keep your words positive because your words become your behaviour... keep your behaviour positive because your behaviour becomes your habits... keep your habits positive because your habits become your values... keep your values positive because your values become your destiny."

--- Mahatma Gandhi ---

"Values are like fingerprints... nobodies are the same... but you leave them over everything you do."

--- Elvis Presley ---

"Values are the guiding principles that help you determine what is right from wrong."

--- Glenn C Stewart ---



VALUES

HOW WOULD YOU DEFINE YOUR VALUES?

Before you answer this question... you need to know what... in general... values are...

Your values are the things that you believe are most important... they act as a compass to guide the way you choose to live your life... they include emotional states... or ways of being we wish to experience on a consistent basis...

Values determine your priorities and are the measures you use to tell if your life is turning out the way you want it to...

When things you do... and the way you behave match your values... life is great... you're satisfied and content... but when these don't align with your personal values... that's when things feel wrong... this can cause significant unhappiness...

This is why making a conscious effort to identify your values is so important...

HOW VALUES HELP YOU

Your values are deeply personal and uniquely yours...

Values exist... whether you recognise them or not... life is much easier when you acknowledge your values... and when you make plans and decisions that honour them...

Naturally you'll find yourself drawn to people... ideas... events... etc... that align with your values... they will inspire you to take action... hence the reason why we can sometimes strike up meaningful relationships with people we have only known them for a short time...

If you take the time to understand the real priorities in your life... you'll be able to determine the best direction for you and your life goals...

Values are fairly stable... however they don't have strict limits or boundaries... and as you move through life... your values may change... for example when you start your career... success may be measured by money and status... but after you have a family... work-life balance may be what you value more...

Therefore keeping in touch with your values is a lifelong exercise... you should continuously revisit them... especially if you start to feel unbalanced... and you can't quite figure out why...

As you go through the exercises... remember the values that were important in the past... may not be relevant now... and the values you have in one area of your life... may be different to another... for example in your romantic relationship you may value variety and spontaneity... but in your career... certainty and structure...



DEFINING YOUR VALUES

When you define your values... you discover what's important to you... a good way of starting is by looking back on your life to identify when you felt really good... and confident you were making the right choices for you...

First... choose what area of your life you want to focus on... then use the below questions as a filter to help discover moments where your values were guiding your state of being...

STEP 1: IDENTIFY THE TIMES WHEN YOU WERE HAPPIEST

- What were you doing?
- Were you with other people? Who?
- What other factors contributed to your happiness?

STEP 2: IDENTIFY THE TIMES WHEN YOU WERE PROUD

- Why were you proud?
- Did other people share your pride? Who?
- What other factors contributed to your feelings of pride?

STEP 3: IDENTIFY THE TIMES WHEN YOU WERE FULFILLED AND SATISFIED

- What need or desire was fulfilled?
- How and why did the experience give your life meaning?
- What other factors contributed to your feelings of fulfillment?

STEP 4: DETERMINE YOUR TOP VALUES, BASED ON YOUR EXPERIENCES OF HAPPINESS, PRIDE & FULFILLMENT

Why is each experience important and memorable?

Use the following list of common personal values to help you get started... aim for about 10 top values... you may find some of these naturally combine... for example if you value philanthropy... community... and generosity... you might say that service to others is one of your top values...

list of values

Accountability
Achievement
Adaptability
Adventure
Altruism
Ambition
Authenticity
Balance
Beauty
Being the best
Belonging
Career
Caring
Collaboration
Commitment
Community
Compassion
Competence
Confidence
Connection
Contentment
Contribution
Cooperation
Courage
Creativity
Curiosity
Dignity
Diversity
Environment
Efficiency
Equality
Ethics
Excellence
Fairness
Faith
Family
Financial stability

Forgiveness
Freedom
Friendship
Fun
Future generations
Generosity
Giving back
Grace
Gratitude
Growth
Harmony
Health
Home
Honesty
Hope
Humility
Humor
Inclusion
Independence
Initiative
Integrity
Intuition
Job security
Joy
Justice
Kindness
Knowledge
Leadership
Learning
Legacy
Leisure
Love
Loyalty
Making a difference
Nature
Openness
Optimism
Order
Parenting
Patience
Patriotism
Peace
Perseverance

Personal fulfillment
Power
Pride
Recognition
Reliability
Resourcefulness
Respect
Responsibility
Risk taking
Safety
Security
Self-discipline
Self-expression
Self-respect
Serenity
Service
Simplicity
Spirituality
Sportsmanship
Stewardship
Success
Teamwork
Thrift
Time
Tradition
Travel
Trust
Truth
Understanding
Uniqueness
Usefulness
Vision
Vulnerability
Wealth
Well-being
Wholeheartedness
Wisdom

Write your own:

STEP 5: PRIORITISE YOUR TOP VALUES

This step is probably the most difficult... you'll have to look deep inside... It's also the most important step... because when you're making decisions ... you'll have to choose between solutions that satisfy different values... this is when you must know which value is more important to you...

- Write down your top values... not in any particular order...
- Look at the first two values and ask yourself, "If I could satisfy only one of these... which would I choose?" It might help to visualize a situation in which you would have to make that choice... for example if you compare the values of service and stability... imagine you must decide whether to sell your house and move to another country to do valuable foreign aid work... or keep your house and volunteer to do charity work closer to home...
- Keep working through the list... by comparing each value with each other value... until your list is in the correct order...

STEP 6: REAFFIRM YOUR VALUES

Check your top-priority values... make sure that they fit with your life and your vision for yourself...

- Do these values make you feel good about yourself?
 - Are you proud of your top three values?
- Would you be comfortable and proud to tell your values to people you respect and admire?
- Do these values represent things you would support... even if your choice isn't popular... and it puts you in the minority?

When you consider your values in decision making... you can be sure to keep your sense of integrity... and approach decisions with confidence and clarity... you'll also know what you're doing is best for your current and future happiness and satisfaction...

Making value-based choices may not always be easy... however making a choice that you know is right is a lot less difficult in the long run...

BONUS QUESTIONS TO HELP

If you were described at your funeral by the values you have identified... would you be satisfied that you had lived your life to the fullest?

What inspires you and makes you feel energized?

What **MUST** you have in your life?

Which qualities do you look for in a partner or friend?

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