



HAPPILY EVER HABITS GUIDE

Your complete guide to start the habits that help you do and feel better.

STOP GRINDING TO DO MORE. START DOING BETTER.

For years I tried to feel better by doing more. That didn't work. Then I found that I felt better when I did better things — not just more things!

A better thing for me, and hundreds I've worked with, has been focusing on habits that build character.

Your journey to doing and feeling better starts right there: focusing on character habits.

To start off, pick one value that you want to focus on. As you do, remember this tale of the donkey in a field:

Standing in the middle of the field with food on one side and water on the other, the donkey couldn't decide if he needed food or water more. Was he more thirsty or more hungry? He couldn't decide. So, he stood. And died.

This fictional, but sad, tale reminds us that we can do more than one thing, but we can only do one thing at a time. Your selection today is a start and then you can add more later!

On the next page are seven core values that we focus on in our work. I've also included definitions that I like to work from. Choose how you want to define your belief — either select one of them or pick your own. The key is to pick **one**.



STEP 1: SELECT A CORE VALUE

01.

BELIEF

A state or habit of mind in which trust or confidence is placed in some person (especially yourself!) or thing.

"He who believes is strong; he who doubts is weak. Strong convictions precede great actions." — J. F. Clarke

02.

INTEGRITY

Firm adherence to a code of values.

"Integrity is doing the right thing, even when no one is watching." — C.S. Lewis

03.

KNOWLEDGE

The range and depth of one's information or understanding.

"Be a lifelong student. The more you learn, the more you earn and more self-confidence you will have." — Brian Tracy

04.

SELF-CONTROL

The ability to control one's emotions and desires or the expression of them in one's behavior, especially in difficult situations.

"A little kingdom I possess, where thoughts and feelings dwell; and very hard the task I find of governing it well." — Louisa May Alcott

05.

GRATITUDE

Being thankful; readiness to show appreciation for and to return kindness.

"Cultivate the habit of being grateful for every good thing that comes to you, and to give thanks continuously. And because all things have contributed to your advancement, you should include all things in your gratitude." — Ralph Waldo Emerson

06.

CHARITY

Generosity and helpfulness especially toward the needy or suffering.

"We make a living by what we get, but we make a life by what we give." — Winston Churchill

07.

HUMILITY

Showing that you do not think of yourself as better than other people.
A modest or view of one's own importance.

"Humility is not thinking less of yourself, it's thinking of yourself less." — C.S. Lewis

These are the seven core values that I rotate through. You can pick one of those to focus on first or select your own value. If you pick one of the seven, circle or highlight it on the previous page.

If you want one of your own, write it below. Include a definition that you like for that value and a quote that helps you better understand the value.

VALUE:

DEFINITION:

QUOTE:

Now that you have selected your value you are ready to move to Step 2.

STEP 2: SELECT A BEHAVIOR TO DEVELOP YOUR VALUE

We have the intention of being more charitable or having more self-control, but intention is not enough for a better life. Action starts us down the path. In this step, choose one action you want to do for the core value you selected in Step 1.

To get you started I have listed two below for each of the seven core values. Select one of those or add your own that is significant to you.

BELIEF

1. Write three positive things about yourself each day.
2. Tell one person each day something you value about them.
3. Other: _____

INTEGRITY

1. Write down the one most important thing to do each day.
2. Read for five minutes about a value you are developing.
3. Other: _____

KNOWLEDGE

1. Read or listen to a book to learn for ten minutes.
2. Watch a YouTube or other video to learn each day.
3. Other: _____

SELF-CONTROL

1. Meditate for ten minutes a day using a meditation app.
2. Use a tracker for an area of self-control focus (like an app, food, or sleep tracker).
3. Other: _____

GRATITUDE

1. Write three gratitude statements each day.
2. Send a text or tell someone a gratitude statement each day.
3. Other: _____

CHARITY

1. Put \$5 in your car that you can use to help someone.
2. Write down one person you helped at the end of each day.
3. Other: _____

HUMILITY

1. Write down an accomplishment every day and ten people who helped you achieve it.
2. Ask one person each day how you could improve in an aspect of your life.
3. Other: _____

Write the value you selected and the action you are going to take to help develop that value.

MY VALUE:

MY ACTION:

STEP 3: SELECT A BEHAVIOR TO DEVELOP YOUR VALUE

Fill in the lines below of your new habit intention plan. We all want to be better. We have great intentions, and sometimes the day just gets away from us.

To create a new habit, one of the best techniques is to bundle it with an existing action:

- *“Every time I brush my teeth...”*
- *“Every time I drop my kid off...”*
- *“Every time I put on my pajamas...”*

This way, you have an existing action to act as the trigger for the new behavior.

That is what the following lines will help you create. List something you currently do, where you do it, and then the new action you will put in place to “bundle” your actions together. It will make it way easier to remember to do the new habit.

When I _____
(current action)

at _____
(time and location)

I will _____
(new action).

Now you have your habit intention set. You have decided in your mind to start living consistent with core values. Living better!

Right now, I want you to fist pump and say, “Yes!” Take three seconds and actually do it!

You have done something great! You are on your way. You can celebrate the first three steps of a big change. We want to celebrate small wins all along the way. Small step. Celebrate. Small step. Celebrate. Pretty soon, life feels way better!

This leads us to Step 4.

STEP 4: CELEBRATE!

We want to create a plan for what you will do to celebrate every time you do your habit. Have it be something small and meaningful to you (like a fist pump and a “Yes!”).

Imagine for a minute that your child just did something great in a performance, or your team at work finished a major project, or your favorite person won the singing competition.

How would you react? Likely with a small celebration. A fist pump. Putting your hands in the air. Putting your hands over your smiling mouth. Shouting a “Yeah!”

We celebrate the wins of others. Now, it’s time to celebrate your wins.

Pick something small and meaningful to you that you will do each time you complete your habit.

Every time I _____
(your new habit),

I will _____
(your small celebration)!

Now you are off to do better and feel better. The final step is to track your progress. On to Step 5!

STEP 5: TRACK YOUR PROGRESS

One of the fastest ways to change behavior is to track it. Using the tracker below. Write in the habit you are going to implement and track both your habit and your celebrations for a week.

When you track it, you will do it more!

Once this habit is firmly rooted, go back and repeat Steps 1-5 for another value or for another habit for that same value. The better you do (not the more you do) the better you will feel.

WEEKLY HABIT TRACKER

HABIT:		<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>	<i>Complete the habit Celebrate!</i>
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DO BETTER. FEEL BETTER!