

# CONSTRUCTIVE CHOICES

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### 1. NEWSLETTER AUDIENCE

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Constructive Choices is a newsletter for:

- \*Professionals wanting to be at choice in their career and daily work,
- \*Entrepreneurs wanting their creative choices to also be constructive,
- \*Small business owners balancing the personal and professional choices of their dream
- \*Executive, Managers and Supervisors of organizations choosing new directions in the face of change and transition,
- \*Students looking forward to a lifetime of choices,
- \*Individuals wanting to sort through the choices and build a more fulfilling life, and
- \*Coaches who choose to reach out and support the choices of others.

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### 2. COACH QUOTE

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“The greatest gift you can give yourself is a little bit of your own attention.”

By - Anthony J. D'Angelo

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### 3. WHAT'S NEW?

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Hard to believe we are 3/4 of the way into 2000. Next week I am headed to Vancouver to attend my first International Coach Federation (ICF) conference. What a great opportunity to expand my connections with other coaches. I will finally get to meet some of those I only know by “voice” from past teleclasses. 20 months later – this is my reward to celebrate my graduation from CoachU.

Check out the workshop information below. The series is all about “you” getting to know “you” as you continue on your path to personal and professional growth.

To find out more about coaching, or to arrange a free, introductory “Choice Line“, please call (505) 281-9451 or send an email to [jeanlski@aol](mailto:jeanlski@aol)

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### 4. WORKSHOPS and MORE

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The following workshop series is offered as individual workshops and as a custom-tailored program for your company or work team. Contact Cheryl and I on how to get you or your group ready, to successfully....

“Discover Your Strengths” ... and bring more of your strengths to your personal and professional life.

“Eliminate What You Are Tolerating” ... and free yourself for what is really important in your life. (October 21)

“Create Your Perfect Job” ... and discover the component that bring your work to life. (November 11)

“Manage Your Transitions” ... and engage the tools to manage your life’s transitions successfully. (January 13, 2001)

Workshops are currently scheduled from 9-2 on Saturdays. Cost is \$40 per person.

To inquire, contact Jean at [jealski@aol.com](mailto:jealski@aol.com) or 505-286-4079.

Or contact Cheryl Lackie at [taprootcoach@aol.com](mailto:taprootcoach@aol.com) or 505-922-1911.

And MORE....

Working “SMARTER™ with SMART Goals” will be available for purchase as a booklet in mid-November. The booklet is a great resource to help realize successful goals....finally!

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#### 5. SMARTER™ GOALS - What this means...

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Strategize...Be clear about why your goal is important. What is your plan?

Manage...the barriers. There will be things or people that get in your way. How will you take care of this?

Attract...all that you want as you work to achieve your goal. Whom will you let know that this is your goal?

Revise...when necessary. Is this goal still important, why or why not?

Tools...use them all. Will your support systems help smooth your journey?

Evaluate...know when the goal has been achieved. So, how do you know you achieved your goal successfully?

Reward...your success. Can you celebrate your success as you imagined it?

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#### 6. WORKING SMARTER™ WITH SMART GOALS

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In the last issue, I offered a reminder to write SMART goals as a means to help establish balance in your life. This means your goals are written to be specific, measurable, attainable, relevant and completed within a specified time frame.

However, this is just the beginning. Many of us have written SMART goals over the years and still find them to be half finished. Why? If the goal is clear, what is missing? Why do some of our goals remain incomplete?

If you have set goals and find them difficult to complete, consider that there are two important elements missing – a clear process and yourself actively engaged in this process to achieve your goals.

Some tips to work SMARTER™:

Strategize - Picture in your mind how long it will take and how you will achieve your goal.

Manage - Schedule what is most important and get started immediately.

Attract - Accept what others have to offer. Be open to the opportunities.

Revise - Do it a different way!

Tools - Communicate to your resources how they can best help you to achieve your goal.

Evaluate - Measure your success.

Reward - Celebrate! Smile! You are a success!

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#### 7. READING CORNER

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“Life Makeovers” by Cheryl Richardson

“The Artist’s Way” by Julia Cameron

“Don’t Sweat the Small Stuff at Work” by Richard Carlson, PhD

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8. COPYRIGHT AND SUBSCRIBE AND UNSUBSCRIBE INFORMATION

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