



Effective *stewardship* growth suggestions

The following are suggestions for enhancing your stewardship of time, treasure, and talent while growing in life-releasing decision-making. Organised under the three stewardship pillars: **Aims, Timing, and Responsibilities**.

AIMS

Better fruit (fruitfulness)

More trees (multiplication)

TIMING

Long-term (interdependence)

Immediate (energy-transformation)

RESPONSIBILITIES

Collaboration (symbiosis)

Allocation (sustainability)

AIMS



BETTER FRUIT (FRUITFULNESS)

“ Before giving time or resources to something, I carefully consider what they will be used to achieve.

SUGGESTION 1

Bring to mind an individual, group or organization (excluding your employer) you have given a lot of your time or other resources to. Make a list of things that you know for certain have been achieved as a result of what you have given. Then, on a scale of 1 (I should have given my time or resources to something else) to 10 (I can't imagine how the time or resources I gave could have been better used), rate the fruitfulness of your giving and try to describe why you gave that rating.

SUGGESTION 2

The next time you are asked to give your time, treasure or talent to something (even if something quite small) ask a few extra questions than you usually would about what the person or group making the request is hoping to achieve. If they have a clear answer and you believe the goal is worthwhile, then affirm them and make your decision. If they are unclear about their purpose, or don't sound completely convinced about it themselves, continue to ask some more questions until you each have more clarity.

 I always look for everything I can learn from my mistakes and the mistakes of others.

SUGGESTION 1

Bring to mind a decision you made or action you took in the last week that was less than ideal. If you can think of a few, focus on the one that was most upsetting for others. Then consider who specifically was impacted (no matter how little) and what possible effect it had on them. With that in mind, how could your approach have been different in the lead up, at the time, and afterwards, so that moment in time could have been more fruitful for all involved.

SUGGESTION 2

Looking back over your life, think about a criticism that someone made of you or of something you did that still upsets you (even if only slightly). Spend some time remembering what they said and what the context of life was at the time for you and for them. Even if they said lots of unhelpful or even untrue things at that time, look for something they said that may have been true or at least partly true, but that you have not yet fully accepted. Speak to a close friend about your reflections and what if anything you should do about them.

 I am open to feedback about my life, relationships and what I do, no matter how confronting it might be.

SUGGESTION 1

Make a list of anything you can think of that makes you less open to feedback (e.g. traits within yourself, specific approaches or attitudes of other people, being too busy, etc.). Think about what it would take for you to be more open to feedback than you currently are. What would need to change within yourself? What would you require of the person giving feedback for you to be willing to accept it? What might you need to do so that others would feel comfortable or safe enough to give you feedback for your own benefit?

SUGGESTION 2

Share your Stewardship Profile with a friend and highlight some of the points that you agree with from the results. Ask them to look at some of the highest scoring statements on pages 3–5 in the “Going deeper” section and invite them to share real life examples of a few they would agree with regarding their experience of you. Then ask them to look at some of the lowest scoring statements to again share some that they would agree with.

“ I continually try to better clarify the purpose of my life.

SUGGESTION 1

Think of someone who knows you quite well and whom you have deep respect for. Ask them to complete this sentence for you in as few or many words as they like. “In five years time, the world will be a better place because [your name]...”. Give them plenty of time to think about it or even come back to you later with a response if need be.

SUGGESTION 2

Take a gift test to find out your strengths and potential calling in life. Once you’ve taken it, speak with someone you respect about your results to get their ideas on practical consequences and next steps (the 3 Color Gift Test is available at [online](#)).

“ I often look for ways to determine what progress I’m making in different parts of life.

SUGGESTION 1

Make a list of the main parts of your life (e.g. family, work, recreation, health, etc.) using whatever terms you like. For each one, make a note of a way in which you have improved or grown in your approach to that area over the past 12 months. Then, note a couple of things (no matter how small) you suspect that, without too much trouble, you could have improved over that 12 months, but didn’t.

SUGGESTION 2

Set a date for repeating the *Stewardship Test* to track your progress in using your time, treasure and talent and making life-releasing decisions. Put it in a diary or calendar with some kind of reminder so that you make sure that you do it.

 I regularly review what progress is being made when I'm involved in an activity or project.

SUGGESTION 1

Think about an individual or group that you have tried to help along at some point but who have perhaps not made as much progress as you or they would have hoped. Try to determine as clearly as possible what barriers you think have prevented them from being further along in life. Also, consider whether it might be helpful for those people to take the Stewardship Test to get a clearer picture of the way they are making decisions and where those decisions are leading them.

SUGGESTION 2

Bring to mind a hope or dream that you, your family or team would dearly love to see happen. State it as precisely as you can. On a scale of 1 (no progress made) to 10 (completely fulfilled), rate where you are up to with that goal. Then, make a list of those things that have already been done or have happened toward reaching that vision and, make a list of what still needs to happen. Consider both lists to see if you would be inclined to change your 1 to 10 fulfilment rating. Share your observations with a friend to get their assessment.

 I regularly take time to review the impact of my life on others.

SUGGESTION 1

Spend some quality time (one at a time) with a few of your loved ones. Ask them if there is a particular instance they can think of when they felt especially supported, helped or empowered by you and what you did to make them feel that way. Then ask them about an instance when they felt especially let down or unsupported by you. Share your feelings about what they have said and thank them for sharing with you.

SUGGESTION 2

Take the 3 Color World Empowerment Test to find out the ways in which you are positively influencing those around you and some simple ways you could adjust some of your daily habits so that the impact of your life on others becomes increasingly fruitful (the 3 Color Empowerment Test is available at ncd.life).

“ If I am a part of something that doesn't seem to be achieving its purpose, I will speak out or take action.

SUGGESTION 1

Think about the family and teams you are a part of. Pick one of those groups and ask a few of its members what they personally believe the purpose or longer term goal of that group should be. Ask each person, on a scale of 1 (not at all achieving that goal) to 10 (fully achieving that goal) how they would rate the group's success in achieving the purpose they have in mind. Then, discuss with that person possible ways that purpose could be better achieved in that group or with the help of another group.

Bring to mind a group you are a part of that has a clear stated or inferred purpose. Make a list of concrete examples of how you see that purpose being achieved by the group. Then make a list of concrete examples of how you see the achievement of that purpose being hindered within the group, including any ways in which you are hindering it. Make a time to share privately with an influential member of the group the positive and negative examples you have noted to give them a chance to respond.

“ In everything I agree to do, it is very important to me to do it as well as possible.

SUGGESTION 1

Consider something you have just started or are about to start (no matter how big or small). Take some time to work out as precisely as possible what it would look like for you to do it really well and what the end result would be.

SUGGESTION 2

Think of something you do that you don't really put your best effort in to. Decide whether you will put in a better effort or if it is better for you to stop doing it altogether. If you decide to do it better, clarify the simplest steps for how you will do it better and mark your calendar with a date for reviewing your efforts again.



When meetings, projects or events I'm involved with come to an end, I consider what was actually achieved.

SUGGESTION 1

Consider the last formal meeting or completely informal discussion you had with one or more other people. What of importance do you think is now different as a result of that discussion? What do you think could have been done differently to make it more fruitful?

SUGGESTION 2

Bring to mind a formal or informal meeting you have coming up today with one or more other people. Think about some things that you or others would like to see happen in that meeting. During and after that meeting, refer to your list to see which of those things have been achieved and which should still be pursued.



MORE TREES (MULTIPLICATION)

“ For me, it is much better to try something new and perhaps fail, than to not attempt it at all.

SUGGESTION 1

Think about something in your life that at one point you were afraid to do, but you ended up doing of your own free will (even if very reluctantly). Consider what you have learnt, how you are different or what possibilities have opened up to you only as a result of you following through with it.

SUGGESTION 2

Think about something new you have thought about doing or a different way you have thought about doing something but have been afraid of trying. Take at least one concrete step toward doing it today.

“ I actively look for and release the potential in other people.

SUGGESTION 1

Bring to mind someone in your life that said or did something that made a significant positive impact on your development as a person. Give thanks for that person and, if they are still alive, write them a short note or speak to them about their influence in your life.

SUGGESTION 2

Think of someone you know who you believe could really flourish if given some extra guidance or help. Work out something small you could do to help them along the way and act on it as soon as possible.

 **I am aware of the influence I have on other people and use it deliberately and carefully.**

SUGGESTION 1

Ask a few people you respect about who they believe you have significant influence on and what effect they see your influence has in the lives of those people. Take particular note of anything your respected friends say that surprises you. Then consider how your attitude or actions should change so as to more constructively direct your influence in the lives of those people.

SUGGESTION 2

Think of one or two people that others would say you have influence over and who currently need a correcting or encouraging word spoken to them to help them move forward in life. Find the courage to speak those words and take note of both their immediate reaction and what is different about them over the following days.

 **I find ways and opportunities to share with other people what I have learned or created.**

SUGGESTION 1

Look for an opportunity today to pass on something you have learnt or know how to do (no matter how small) to someone who is willing to learn and who would benefit from it.

SUGGESTION 2

Bring to mind someone who seems to have some respect for you and who is going through some challenges similar to ones that you have made it through yourself. Look for an opportunity to share with them about your experiences. Particularly emphasize the kind of struggles you had and how you felt at the time when things were at their worst. If they seem to have connected with your experiences, share something of how you made progress.

 I get excited by the possibility of helping others grow beyond me.”

SUGGESTION 1

Think about someone you know that you suspect may have the capacity to grow beyond you in some way. Consider what the implications would be for you and for them if they do, or do not, grow beyond you (e.g. opportunities you or they would have, threats you might feel, etc.). Especially consider, if they did grow beyond you, what slightly different direction your life should perhaps take so that you continue to increase in your own fruitfulness.

SUGGESTION 2

Imagine that your life were to end soon. Who do you know that you hope would carry on all, or some part, of what you do in life now? In what ways could you help that person develop more (or more quickly) so that the fruit of whatever good work you are doing now could increase? Start acting on one of those points this week.

 I help create environments in which people can learn or try new things.”

SUGGESTION 1

Bring to mind a person or group of people under your care who have wanted to try something new, but you have prevented or discouraged them from doing it (even though a tiny part of you may wonder if something good could come from it). To what extent are you blocking them because of your own personal fear of risk or the unknown? And, how much more would they need to have in place or assure you of for you to be willing to say yes? Be sure to act on any conclusions you reach.

SUGGESTION 2

Arrange to have a party somewhere (even if just a small one) and invite a range of quite different people. If any of them have skills or abilities that could help you out and make the party more successful or fun, be sure to ask them to contribute. Make sure that you are as free as possible during the party so that you can introduce people to each other and encourage them to share about themselves, what they do, where they've been, what they know, etc.

 I help others find people or approaches that could help them grow.

SUGGESTION 1

Think of any person, book, video, teaching, artwork, music, etc. that has recently helped you in some way and tell at least one other person about it who you believe might also find it beneficial. If nothing else more specific comes to mind (and you have found the Stewardship Test helpful), then perhaps invite them to take it for themselves or even sponsor them to do so.

SUGGESTION 2

Bring to mind someone you know who is currently struggling with a challenge of any kind. Consider if you know of any people, books, videos, art, music, etc. that might be of help to them. If you think of something, be sure to let them know about it. If you can't think of something, ask someone else if they have any ideas of ways to help your friend and then pass on those suggestions if they seem appropriate.

 I help others find ways to share what they have learned or created.

SUGGESTION 1

Think of someone who has particular skills or life experiences that others could learn from, but who is either too shy/humble to share or may not know how to pass on what they've learnt. Encourage them about how valuable it would be for others to benefit from what they know and explore with them possible ways they could pass it on.

SUGGESTION 2

Think of someone you know who is good at something or has a valuable life experience and someone else you know who might benefit from that experience, but who don't know each other. Find a way to introduce them to one another, highlighting how you think they might find it helpful to speak with each other.

“ When I have helped someone, I often encourage them to pass on to others what they have gained.

SUGGESTION 1

Think of someone you helped in the past who seemed to be especially grateful for what you did for them. Connect with them to inquire about how they are progressing in life and whether they have been able to pass on what they have gained from other people along the way. If they are unsure of how to do so, explore together additional ways they could pass on what they have received.

SUGGESTION 2

When you have helped someone with something today, encourage them to share that understanding with someone else as soon as possible so as to share the benefit, and in the process of passing it on, reinforce in their own mind what they've learnt. If you have anyone in mind, suggest to them who they could share it with.

“ When I have taught or shown someone something, I usually follow them up to see how they are going with it.

SUGGESTION 1

Think of something you have very recently taught or shown someone. Check back in with them to see if they've remembered it or have been able to put it into practice. Help them out if they need more assistance with it.

SUGGESTION 2

When teaching or showing someone how to do something today, let them know you will check back with them later to see how they are going with it and make sure you do so. Set yourself a reminder if need be.

TIMING



LONG-TERM (INTERDEPENDENCE)

“ Before making decisions, I take time to carefully think through the possible consequences.

SUGGESTION 1

Bring to mind about a decision, project or event you had a significant part to play in that, despite plenty of hard work, didn't quite live up to expectations. Consider what kind of discussions, investigations or considerations beforehand could have made it somewhat more fruitful. Ask a friend who was involved in the same activity for their perspective on the question.

SUGGESTION 2

Read the biblical book of Proverbs (one chapter each day over month is a popular option) or some other timeless proverbs or wisdom literature (you can search for options on the internet or at a library). As you read, take special note of the actions and consequences you are familiar with personally or within the lives of those close to you.

 I am usually able to identify patterns in complicated situations.

SUGGESTION 1

Think of a person you know who struggles with an issue in their life over and over again. Leaving aside the issue itself, try to look for any patterns (e.g. other people, places, times of day, circumstances in the lead up, etc.) of what is happening in their life around each time the issue emerges. If possible, gently speak to that person to see if you can help them change some of those related factors.

SUGGESTION 2

Bring to mind a behaviour or situation you encounter over and over that, no matter how many times it happens, continues to shock, surprise or anger you. What common factors can you identify in or around that situation each time it occurs (e.g. the presence of particular or certain types of people, something about the location, the time of day, circumstances leading up to it, etc.). Keep those factors in mind so that you might be able to anticipate the repeating situation in future and change things for the better.

 I don't just look at things on their own but instead consider the bigger picture.

SUGGESTION 1

Spend some time today looking for two kinds of events in your life so far. 1. A seemingly small event that has led to some very good things happening in your life, and 2. A bad event that, over time, was the starting point of some good things happening in your life. In both cases, try to think of as many of the people, places, things, discoveries etc. that played a part in that journey. Share your reflections with someone close to you.

SUGGESTION 2

Bring to mind someone you live with who is close to you or someone you work closely with. Invite them to take the *Stewardship Test* so that you can share and discuss your results with each other to better understand the bigger picture of how each of you make decisions and how your partnership could be even more fruitful (see [Effectiveness](#) on the website for instructions on how to do this).

 I don't mind things taking longer if it means we end up with a better result.

SUGGESTION 1

Think about a decision, task or project that, in hindsight, you rushed into and that didn't turn out well. In each case, take a guess at how much or little extra time it would have taken to think about it a bit more or ask a helpful question so that you might have ended up with a much better outcome.

SUGGESTION 2

Bring to mind someone you respect who generally takes more time than you do analysing things before making a decision. What frustrates you about that person's approach? What do you admire about it? What could you learn from it?

 I often help others see a range of factors that they have missed or ignored.

SUGGESTION 1

With the help of a friend, consider one of the decisions you or someone close to you made in the last week that had bad consequences and write it in the middle of a page. Then, around the edge of the page, write down every factor you can think of that did or should have been considered as part of that decision. Now, highlight the most important factors and consider whether the decision should have been slightly or completely different and how.

SUGGESTION 2

When addressing a more important issue today, once you have some idea of the action to take, speak to at least one additional person to see if they can suggest any additional issues of timing or consequences that might need to be considered with that plan of action.

“ I often think of practical ways I can live in greater harmony with the natural world.

SUGGESTION 1

Search the internet for “wild animals that live in groups” and read up on a few of those that interest you. Then ask yourself what, if anything, could I or my family or friends learn from the way these animals interact with each other. And, how much better should we be able to cooperate and plan together as humans, given our much higher capacity to learn from the past and anticipate the future.

SUGGESTION 2

Given your life depends upon the natural world and what it is able to produce, spend some time thinking about how you could interact with it in a more friendly way. For example: personally feeding your household’s vegetable scraps to the soil; planting and nurturing at least one tree or plant that you regularly eat from (get advice about an easy one); recycling more of your household waste or finding ways to reduce it; etc. As you do these things, reflect upon what must happen in nature for you to be kept alive.

“ I take the time to figure out how different ideas or things fit together.

SUGGESTION 1

Bring to mind something of interest that is connected with your daily life but you don’t really know how it works (e.g. a machine, a system, a process, an organization, etc.). Research it on the internet or at a library and share with a friend what you learn about it.

SUGGESTION 2

Think about a topic or concept you have heard of but know very little or nothing about. Spend half an hour on the internet or in a library finding out anything you can about it. Then think about any way in which what you have learnt should influence your attitude or actions.

 It is important to me to learn about the history of things I'm involved with.

SUGGESTION 1

Take some time to find out more about the history of your biological or adopted family. Ask various people what they can tell you about it. Try to get a number of different perspectives. As you discover things, ask yourself what good and bad patterns or tendencies do you see repeated across the generations. And, what does your family history point out that should be a caution to you as you move into the future.

SUGGESTION 2

Spend some time researching via the internet, library, or conversations with others, a group or organization that is important to you and has been around for some time. As you do, ask yourself which parts of the original purpose of that group are still being pursued today and which parts have been left behind. Then think about what the founders of the group better understood than the current members do and also what the current members should let go of that was seen as important by the founders. Share your discoveries with someone else from that group.

 When faced with a complex challenge, I carefully consider different approaches before taking action.

SUGGESTION 1

Speak to a wise person you know and respect about a significant decision you have to make soon. Give them an overview of the topic without telling them your intended decision or which way you are leaning toward. Ask them to describe to you the process they would use to make the decision and the questions they would ask themselves or others.

SUGGESTION 2

Bring to mind an important decision you have to make. Now, think of the ultimate outcome that decision is meant to lead towards. With the help of a friend, think of as many different ways as possible of arriving at the outcome. Be as creative as possible about various options and pathways. Then, think about the various strengths and weaknesses of each option. Once you have all of that information, decide on the best course of action.



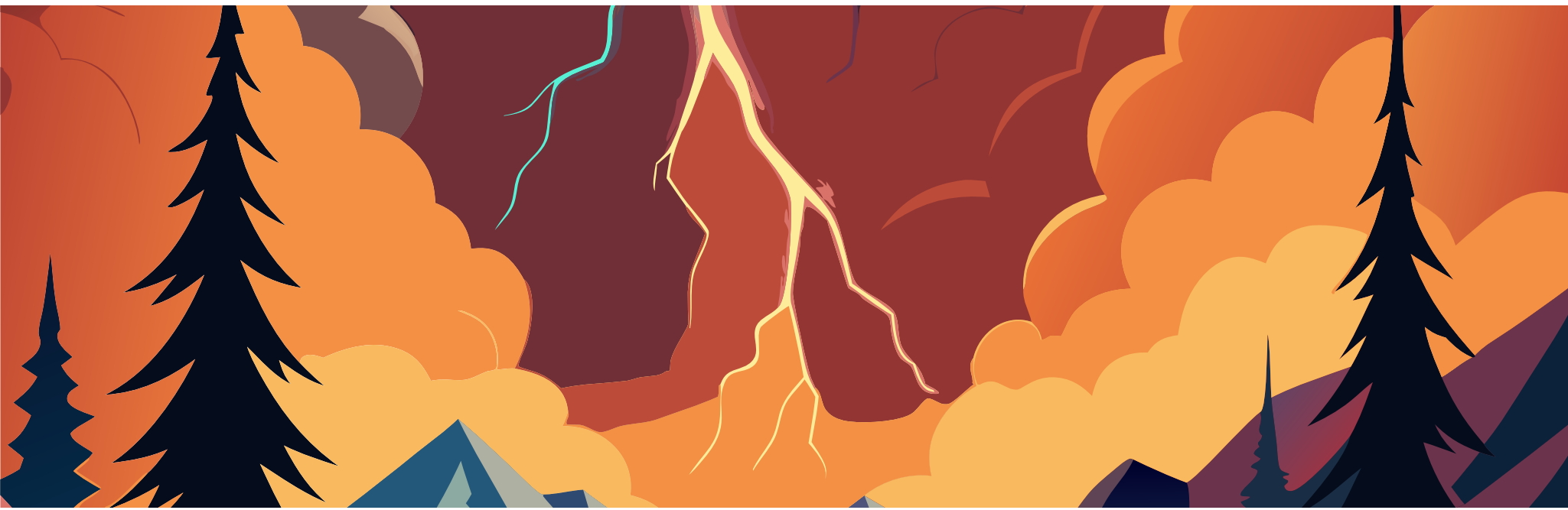
When I speak, I carefully choose my words.

SUGGESTION 1

Think about a person you will see today who is either quite sensitive, sometimes reacts negatively towards you, or that you may have caused some offense to in the past. Based on what all you know about that person, their history, and current circumstances, what could you say (or not say) to them to improve communication between you.

SUGGESTION 2

In any conversation you have today that might involve some emotion. Before speaking or responding, pause to take at least one calming breath then proceed with only what seems most appropriate and helpful to say.



IMMEDIATE (ENERGY-TRANSFORMATION)

“ Even when facing significant challenges, I find a way to make things happen.

SUGGESTION 1

When you find yourself stuck on a problem of any kind today, quickly make up a list of different possible ways that problem could be solved (no matter how silly they are). Try to make each idea as different as possible from the previous one. Once you have thought up a range of ideas, see what new approach might emerge that either solves the initial problem, or at least takes you a step forwards.

SUGGESTION 2

When you find yourself or your team are stuck on a problem, ask to meet briefly with a few other people, explain the problem, then encourage them to share as many ideas as possible for solving it (once a person suggests an idea, immediately ask them for another). Share any ideas that come to your mind during the process as well. Don't pass any judgement on the ideas until no one can think of any more. Then, decide on which idea offers the chance to take one step forward.



Even when things go badly, I am able to find something positive in it.

SUGGESTION 1

Make a list of ten things from today that you can be thankful for. Then, listing each one, say to yourself, I am thankful for/that... Also share your gratitude list with a friend.

SUGGESTION 2

Today, everytime you come up against a challenge or feel frustrated, pause for a moment and say to yourself (and those around who are also being affected), “Well, at least...” then finish the sentence with the most positive, non-sarcastic, honest thing you can think of related to the situation.



Even with many things to be done, I can identify the most important thing to do.

SUGGESTION 1

Think about a recent instance when you felt somewhat lost or overwhelmed by all that needed to be done or considered. In hindsight, what things were perhaps less important in that instance than they seemed at the time and could have been put aside for the time being? What other factors do you suspect prevented you from clearly seeing the most important thing to do in that moment? How did you or others suffer as a result of that experience? Share your reflections with a friend.

SUGGESTION 2

When you are next faced with a lot of demands all at once or a complicated issue, identify at least one task or factor that is somewhat less important and tell yourself that it doesn't matter right now. If you can, progressively put aside other tasks or factors that are also less important until you can see the most important ones for now more clearly. Then address those before reconsidering the other factors.



I am good at finding what motivates people and moving them to action.

SUGGESTION 1

Ask some people around you questions like: What makes you feel most alive? When did you feel most alive in the past week? What kind of things drive you to start something challenging? What sort of things keep you going when things are tough? What makes you sad? What makes you happy? What makes you angry? Then, think about how you could better work with that person given what you have found out.

SUGGESTION 2

Sponsor one or more people to take the 3 Color World [Community Test](#). It is designed to identify what motivates you and how to harness that drive for your own good and the benefit of those around you.



I eat and drink in a healthy way.

SUGGESTION 1

Think of a way in which you could regularly allow yourself the flavours of food and drink that you enjoy, but reduce the quantity of what you have. For example, eat more slowly using smaller plates, utensils and cups (and don't go back for refills any more times than you normally would).

SUGGESTION 2

Look for extra opportunities today to make more and better use of the energy you have put into your body. For example: walk or ride a bike instead of taking other transport; take the stairs instead of a lift; go for a walk at break time; do some gardening; park further away from where you are going; stand up at regular intervals; go dancing; play some sport; play with your children; do a new physical challenge; etc. And don't eat more to reward yourself!

 I use my money or other resources to help release the potential in other people.

SUGGESTION 1

Think of someone you respect who is making an effort to better themselves or the world around them, but is having a hard time of it. Let them know you have noticed and admire their efforts and you want to give them something (e.g. some money or a material possession that might be useful to them, some of your time, etc.) to help them to keep making progress. Be sure to follow through with your offer if they accept.

SUGGESTION 2

Bring to mind a cause that you are not directly involved with but which seems to be very important for helping disadvantaged people make progress in life. If helpful, ask some friends what causes like that are important to them. Then look at what you could give to such a cause as a way of making an immediate impact in someone else's life.

 If I am with people who have some free time and no immediate plans, I often find them something to do.

SUGGESTION 1

In your home or workplace, write down lots of tiny or simple tasks that would be useful to have done today. The moment you see someone with free time or lack of clarity about what to do right now, ask them kindly to do one of those tasks.

SUGGESTION 2

Bring to mind anyone who might encroach upon your time today because they are somewhat bored or directionless. For each person you think of, make a short list of helpful tasks (no matter how small) that that person could do. If and when you encounter that person with nothing constructive to do, ask them kindly to do one of the tasks you noted down.

“ If something needs to be done right away, I get in and do it.

SUGGESTION 1

Take some time out to make a list of reasons you believe you sometimes procrastinate or hesitate when things need to be done. With those points in mind, consider what negative side-effects your inaction has on yourself and others (e.g. practically, relationally, intellectually, etc.).

SUGGESTION 2

In the place you are right now, look for three things (no matter how small) that you could do right away to make that place more pleasant or more fruitful for yourself or someone else. Do them immediately.

“ When faced with a person expressing strong emotion, I am able to help them use that energy for something constructive.

SUGGESTION 1

Think of a time you didn't speak up when strong emotion was being expressed by someone but suspect you should have said or done something. In hindsight, what could you perhaps have said to both validate something of what they were feeling and somewhat redirect their emotional energy in a more constructive way? If you encountered a similar situation again, what if anything would prevent you from speaking up?

SUGGESTION 2

Invite someone you know who seems to have a lot of unharnessed emotional energy in one form or another to take 3 Color World [Community Test](#). It is designed to identify what drives them and then looks at how to harness that drive for their own good and the benefit of those around them.



When with people who seem to only talk about the negatives, I make the conversation more constructive.

SUGGESTION 1

When in any conversation today where another person is spoken about negatively, without necessarily disagreeing with the criticism, mention something positive about the person being spoken of that should be respected or affirmed.

SUGGESTION 2

Think of someone who has some respect for you but who has some longer term conflict (no matter how mild) with another person. If appropriate, agree with them about negative traits you also see in the person they have conflict with. Then ask them what, if anything, they can see that is positive about the person they have difficulties with. Encourage and help them to look for some appropriate way to convey that to the other person.

RESPONSIBILITIES



COLLABORATION (SYMBIOSIS)

“ I am very clear about the skills and abilities I have.

SUGGESTION 1

Ask someone you respect to give you feedback on what they think you do best. Let them know that, while there may be various things you can do, you are trying to focus more on the best contribution you can make to the lives of others.

SUGGESTION 2

Take a gift test to find out your strengths and potential calling in life. Once you've taken it, speak with someone you respect about your results to get their ideas on practical consequences and next steps (the 3 Color Gift Test is available at [online](#)).

 I consistently take the time to try to understand things from another person's point of view.

SUGGESTION 1

Bring to mind a subject that is very important to you or brings about an emotional response within you. Then, think about a real (or imaginary) person who holds a very different, or even opposite, point of view on that topic. Try to list any possible justifiable reasons why they seem to hold to that point of view and consider what you could say to such a person or do to validate their concerns.

SUGGESTION 2

Take the time today to ask someone their thoughts on a topic that affects you both. Resist every temptation to present your own opinion and, instead, ask followup questions based on their responses to encourage them to tell you their unfiltered perspective. Thank them for it and let them know you will take the time to think about what they've said.

 I do whatever I can to help others take steps to turn their dreams into reality.

SUGGESTION 1

Set aside some quality time with someone you care about to ask them about their dreams for the future. Ask them lots of questions that help them to describe what they are imagining and how the dream makes them feel. Discuss with them what they think you might be able to do to move them a step closer to that dream. Do what you can to help them and come back to them to continue the dream conversation.

SUGGESTION 2

Lock in some substantial time today to work on a task or project that, while it may not be your own highest priority, is particularly important to someone else.

“ I like working closely with other people to see what we can achieve together.

SUGGESTION 1

Bring to mind someone you are regularly around but, for whatever reason, you struggle to work with. Based on what you know they can do well, ask them if they would mind doing something to help you, no matter how small it might be. If they do it, thank them for doing so.

SUGGESTION 2

Take the time to ask one or more people you live or work with what they will be doing today and what you might be able to assist with. Aside from helping them out, be prepared to also share with them what you will be doing in case someone offers to help you.

“ I look for chances to learn from people who have a very different background to my own.

SUGGESTION 1

Consider a belief system, an approach to life, or an approach within your line of work that has a considerable following, but that you yourself either disagree with or see little value in. Do some research on it to find out why people are drawn to that approach and what you can learn from it (no matter how little).

SUGGESTION 2

Go out of your way to meet up with someone who is quite different to the people you usually spend time with. Ask them a lot of questions (e.g. about their work, their life, their beliefs, etc.) to get to know them better and to see what you can learn from their life.

“ I often bring together groups of two or more people to see what we can create, achieve or experience together.

SUGGESTION 1

Take some time to think about a big project, challenge or dream you would like to tackle or fulfil but have not yet started on. From the people you know, think about who would represent your “dream team” for addressing it and what each person’s unique contribution would be. Start talking to one or more of those people about it to see if together you could move it one step closer to reality.

SUGGESTION 2

Have a meal or go on some other outing with two or more people you personally are close to but who don’t usually spend much time together. In an informal way, ask conversation-starting questions of each person to encourage them to share something of their life so far or hopes for the future.

“ I often point out to others what they can do better than I can.

SUGGESTION 1

Today, when you see someone do something that you are either unable to do, or not able to do as well as they can, affirm them for it in person or via a note.

If there is something you know needs to be done, and you know that someone else could do it (even slightly) better than you, ask them if they would mind doing it and let them know you believe they are better at it.

“ I often try to help others identify the unique contribution they can make.

SUGGESTION 1

When with someone who seems a little unclear about their purpose in life, share with them what you have noticed about the kind of ways in which they make a positive difference in the world around them. Be as specific as possible by giving examples of what you have observed.

SUGGESTION 2

Encourage or sponsor someone who is unclear about their purpose in life to take a gift test to identify their strengths. Once they've completed it, offer to spend some time with them exploring the results.

 **I primarily focus on tasks that make use of my strongest skills and abilities.**

SUGGESTION 1

Look for any tasks today, no matter how small, that don't require your specific giftedness and, if at all possible, ask someone else with some free time to do it if you think they could. Take the time to show them what to do if need be.

SUGGESTION 2

Look for any opportunity, no matter how small, to in some way make use of your unique gifts today a little more than you usually do.

 **I regularly seek input from different people when making decisions.**

SUGGESTION 1

Take some time to think about as many reasons as you can as to why you are not inclined to get input from other people about decisions. Write them all down and then try to work out which ones are more about the limitations of other people, and which ones are more about you. Share your reflections with a close friend.

SUGGESTION 2

Speak one-on-one with a few different people about a decision you are involved in (being careful about confidentiality). Ask them, "If it was up to you, what would you do?" Be sure to include some people who have had significantly different approaches or opinions to you in the past.



ALLOCATION (SUSTAINABILITY)

“ Before doing a task, I often look for what I could combine with it so that I achieve more than one thing at the same time.

SUGGESTION 1

Note down all the places you will find yourself in today (e.g. house, office, car, garden, etc.). Under each one (ignoring what you will automatically do when in that place) make a list of a few other small things you could do while in that place that would take very little time. Keep the list with you and, when in that place, if at all possible, do those extra things.

SUGGESTION 2

Note down a list of the people you will more closely spend some time with today. Under each person's name, make a list of topics you could discuss with them or questions you could ask them so as to make your time together as fruitful as possible. When with each person, refer to your list if need be and take the opportunity to explore those items as their and your time allows. Also be sure to ask them if there is anything they would like to discuss while you are together.

“ I always allow a little extra time for getting to places or doing things in case something goes wrong.

SUGGESTION 1

Think of something important you have been late for more than once due to your own poor planning. Consider the key people involved who were on time, and for each one, make a list of the practical consequences of you being late and the impact your lateness had on your relationship with them (no matter how small). Consider spending at least as long on the exercise as how late you were.

SUGGESTION 2

For every appointment you have today or significant task you have that must be done by a certain time, work out how long it will take to get there or get it done. Now, add 20% extra buffer time and note down when you will have to leave for the appointment or get started on the task. If possible set an alarm to remind you of that time.

“ I find it easy to set limits on how much I will contribute to help a person, a group or a project.

SUGGESTION 1

Bring to mind one or more instances in your life where, in hindsight, you suspect that maybe you gave too much of what you had to someone or something. What signs might there have been at that time to indicate that you perhaps should have adjusted or even stopped your giving? Are there any similar signs within a current situation or relationship that you should take notice of and act upon in order to more fruitfully use what you have?

SUGGESTION 2

Think of the various people or groups that you give a lot of your time, treasure or talent to at present. Go through each one and ask yourself whether you feel like they are “meeting you in the middle” by contributing in their own unique way to a similar level as yourself. In those cases where you feel you are probably giving more than they are, work out whether, for your sake and theirs, you should give less or require more of them so as to more honestly live out a partnership with them.



I look for where resources are being wasted and for ways to put them to better use.

SUGGESTION 1

Look around your home or workplace and start making a list of things that are not being used or are being underused. Perhaps start with just one cupboard to begin with. With each item, decide which of the following you will do with it: keep; relocate; give away; sell; recycle; or trash. Then do it!

SUGGESTION 2

Calculate how much interest you or your household are paying on any debts you have each month. Calculate 1% of that amount, then make a list of as many things you can think of that you could use that amount of money for for your benefit or the benefit of others. Make a plan of how you could more quickly pay down your debt to reduce your monthly interest by that 1%.




I make it as clear as possible to those around me what I need them to do.

SUGGESTION 1

Make a list of the kinds of things preventing you from moving forward in life or achieving a particular goal. Then look over the list with a view to thinking of anyone you know who could possibly help you with one or more of those things, even if they couldn't fully help you, but could perhaps help you a tiny step forward. Ignoring what you think they might give as an answer, ask that person or people if they would be willing to help you and simply see what they say.

SUGGESTION 2

Make a list of the things you need others to do for you today (no matter how small the request). Explain exactly what you need and when you need it by and kindly ask them if they would be able to do it for you in that time frame.


 I prefer to help others learn to do things for themselves rather than doing it for them.

SUGGESTION 1

Make a list of tasks you regularly do for other people. Look for the one that could most easily be taught or demonstrated so that the person or people could do it themselves, thereby allowing you to focus on other things that perhaps only you can do.

SUGGESTION 2

When asked for help today, if there is any chance the person asking could learn to do it for themselves, take a little extra time to show them how. Apart from explaining and demonstrating, also ask some questions that might help them work it out for themselves, which will both help them to remember how to do it when you are not there to help them and give them greater confidence and satisfaction at having worked it out in part on their own.

 I regularly clarify what I need to do and make sure that I do it.

SUGGESTION 1

Make a list of what you must do today with a box next to each item so that you can check them off when completed. Try to put the more important or urgent items toward the top of the list. Keep the list with you or near you at all times and refer to it and update it often.

SUGGESTION 2

Whenever anyone asks you to do something today that you agree to do (or are obliged to do), write it down somewhere so that you can be reminded of it regularly until it is done.



I say no to requests or postpone them if they would distract me from doing what is most important at the time.

SUGGESTION 1

Think of anything you have been asked to do or felt obliged to do over the last week that you suspect you should have said no to or perhaps offered to do at a later time. Think about why perhaps you didn't say no. Then consider what you could have said instead of what you did (or didn't) say. Then, reflect upon or ask someone you trust as to whether that would have been a reasonable response.

SUGGESTION 2

Today, when someone asks you to do something that is not part of your usual list of tasks, tell them you'll get back to them as soon as possible with a response. Then, give yourself some time to carefully consider their request alongside the most important things you are already committed to doing so that those things don't suffer. Once you have done that, give them a clear response to their request of either yes, no (and maybe a suggestion as to how else it could be done), or a time later that you will do it for them.



I'm always looking for ways to repair, reuse or recycle things.

SUGGESTION 1

Look around your home or workplace for things that you want to hold on to but that are somewhat worn out or broken. Consider what options there would be to repair, reuse or recycle some of those things. Pick one or two of those items to either improve its effectiveness yourself or to ask someone more skilled than you to see what they could do with it to make it more effective.

SUGGESTION 2

Bring to mind one or more upcoming (non-food, non-fuel or non-hygiene) purchases you are considering. Consider the options that might be available to you to make a second-hand purchase of such an item, to borrow such an item, or to repurpose something you already have instead of making that purchase.



When I want something to happen, I am thorough in clarifying the steps and resources needed.

SUGGESTION 1

Think about a significant or exciting event that you benefitted from that involved a lot of work by some people you know well. Talk to one or more of those people and ask them for three tips they have for organizing such a thing (or their part of such a thing) so that it is a success. Then think about which of those tips you should take on board to be more effective in following through with initiatives that you are involved with.

SUGGESTION 2

Bring to mind something you are dreaming about making or seeing happen. Set aside some time to list everything you can think of that would be needed or need to happen to see it to completion. Ignore for now whether you know how those things could happen, just note it all down in detail. Now, put the items in an approximate order based on which may need to happen first and which later. Then, put a mark next to each one that either you or a helpful friend could begin making progress on.