Your B.E.S.T. Mindset

By Patricia Larkins Hicks, Ph.D.
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Why?

There is 1 person who can make this your B.E.S.T. year ever.

Look in the mirror.

It’s YOU!

James Allen inspired millions of people with his book, *As a Man Thinketh*. At the core of his discoveries was the principle that, “A man cannot be separated from his mind. His life cannot be separated from his thoughts. Mind, thought, and life are as inseparable as light, radiance, and color....It follows that deliberately to change the thought is to change the man.” If we adopt Allen’s principle, it comes to reason that to make this year better than last year, something has to change and that something is how you think.

Changing your outer world starts with recognizing that you must start from within.

Your dominant mental attitude will determine your condition in life. A person thinks and his/her life appears. Your thoughts have brought you to where you are today. To alter your thoughts, you will also alter your condition. You get to choose the thoughts you wish to entertain.
Your B.E.S.T. Mindset

Over the past twenty years, the Outcomes Management Group, Ltd. has worked with over 125 organizations in the private, non-profit and government sectors. As a result of our work and research, we have identified four distinguishable characteristics, B.E.S.T., that facilitate both people and organizations achieving optimal results. Each characteristic has a targeted focus that propels a specific outcome. Together they achieve maximum results.

“B” represents BRIGHT and targets IMAGE. When you focus on your image, you ATTRACT people (friends, partners, stakeholders, funders, customers, etc.)


“S” represents SATISFACTION and targets EXPECTATIONS. When you focus on exceeding your and others expectations, ENERGY intensifies. Productivity increases.

“T” represents TIMELY and targets DEADLINES. When you focus on meeting deadlines, you are prepared to seize OPPORTUNITIES.

The OMG B.E.S.T. ModelTM represents a framework that ensures maximum results are achieved; it all begins with having a B.E.S.T. mindset.

I invite you to explore the 12 components of a B.E.S.T. mindset, focus your thoughts, and take action.

You will be on the way to creating your B.E.S.T. year ever!
Journey

Think

“Life is a Journey.”

We each are here on assignment and must find our unique paths so that we reach our destinations in time to enjoy the blessings that await us. Each of us gets to choose the paths we want to take and our methods of transportation. Regardless of our choices, there are signs along the way to guide us.
Paying attention to the signs helps us to set our pace, develop patience, identify rest stops, avoid wasting time and resources, enjoy different sights and people, acknowledge our progress, and identify when we have reached a destination. Sometimes there are unexpected detours and these prove to be valuable lessons that prepare us for our next destination. Other times there are unexpected surprises that delight us. Life’s journey provides many stories that can be shared with family members, friends, and others. Stories can be shared using music, art, written or spoken word. Some stories will be useful to prepare others for their journey; other stories will take people to places that they are unable to go themselves. No two stories are alike because your journey is unique to you.

**SAY**

My life is a joyful journey.

On my journey, everyday I want to “be my b.e.s.t.”

Exploring makes my journey interesting and adventurous.

I appreciate the differences I discover throughout my journey.

I have faith that my journey is taking me where I am destined.
Your B.E.S.T. Mindset

**ACT**

Everyday look and listen for the signs that are present to guide you.

Identify 3 key discoveries that have brought you joy from your journey.

*What is the most important lesson you have learned from your journey today?*

*How are you sharing your journey with others?*
Significance.

Think

Success can be here today and gone tomorrow. Have you been successful on one job and not another? Did you find success in one educational institution but not another? Have you seen someone achieve financial success and then when they leave this earth, that wealth is passed on to someone else? Significance, on the other hand, lasts forever.

Success is winning.  
Significance is helping others win.  
Success leaves a fingerprint.  
While significance leaves a footprint  
On the hearts and minds  
Of others.

D. Trinidad Albert

Your significance will always be yours. My mother taught me at 10 years of age the importance of “being my best.” She is no longer physically here with me, but her lesson lives on through me and no one can take that from her. Significance is living a life that creates a legacy. Your significance continues. I have shared her story in my book, “Be Your B.E.S.T.” and now many
others are like me, are focused on “being their b.e.s.t.” You don’t have to be wealthy to be significant. So don’t delay, get started now. If and when you become wealthy, you can broaden your significance. At the end of the day, when we have achieved significance, we are satisfied.

**SAY**

I want to live a life of significance.

I am going to make a difference in my community.

Today, I am going to make a difference in someone else’s life.

I will be alert today to the needs of others around me.

I am tuning in to a new channel- WIIFO- what’s in it for others.

**ACT**

Find one person who needs you today.

Write down how you want people to remember you.

Spend time focusing on a child, neighbor, friend, individuals in need.

Read a biography of someone who sought significance over success (for example, Mandela, Dr. Martin Luther King, Mother Theresa)

*Celebrate the impact you have made in someone’s life.*

“Life is not about becoming significant, but discovering your significance.”
Everything can BE better- including YOU! Getting better requires change. Many of us don’t like change and are uncomfortable with change. If you are going to “be your b.e.s.t.”, change is necessary. So how do you transform into your b.e.s.t.? You have to take action.

It starts with you eliminating your negative thoughts. These thoughts often cause you to live in a small box. They limit your thinking about possibilities unlimited. So when you don’t get the results you want, typically you focus on changing what you are doing. At the heart of your b.e.s.t. transformation, both your thoughts and actions must be aligned. Your actions are guided by what you assume to be true. Going from good to better to best requires you to know and appreciate what is good about you. When you recognize your “goodness,” you are able to take responsibility for your “greatness.” Staying in touch with your personal accomplishments facilitates your capacity to build authentic confidence. Your life is not about becoming “good enough” it is about recognizing that “only your b.e.s.t. is good enough.” And when you achieve that level of recognition, you are able to create personal transformation, using your gifts to make a difference.
Your B.E.S.T. Mindset

SAY

Good-better-best. I am transforming into my B.E.S.T.

I must continually change in order to “be my b.e.s.t.”

I can change my _______________.

I am responsible for my transformation.

If I keep doing what I have always done, I am going to get more of the same. I’ve got to think and do something different to get different results.

ACT

Identify a success and celebrate.

Identify a mistake or disappointment and write down a piece of advice to yourself.

Complete your B.E.S.T. roadmap

Find a B.E.S.T. buddy; someone to support you in your transformation

Conduct a self-assessment

“YOUR LIFE DOES NOT GET BETTER BY CHANCE, IT GETS BETTER BY CHANGE.”

- Jim Rohn
Fulfillment.

Think

Living a life that brings you happiness, joy, satisfaction and ultimately fulfillment is all about you. It starts with you looking within in search of understanding you.

It is about you knowing what brings a smile to your face, warms your heart, and gives you a feeling of accomplishment. It is about who you choose to spend your time with. Do you choose to spend your time with people who drain you of your energy or people who lift you up and give you a spark when you need it? It is about where you choose to focus. Do you spend most of your time worrying about the past and your future? Do you stress on the small the stuff, spend your time on the mundane, postponing pursuing your dreams until later? Wake up! Tomorrow is not promised. Live today to the fullest with no regrets. True and lasting peace is found within. Love is essential to experiencing a fulfilling life. When you love and that love is reciprocated, your life has meaning. You are connected with another living being – that in itself is incredible. You are affecting another person’s life – without you, his or her life would be completely different. When you learn to be appreciative for what you have, embrace the present moment, and love fully, this is when you find fulfillment.
Your B.E.S.T. Mindset

**SAY**

I want to live a life that is fulfilling.
I choose to love unconditionally.
I am satisfied when I am fulfilled.
Today, I have no regrets.
I am going to let my light shine so that others may see and benefit from my good work.

**ACT**

If you don’t work in your dream industry, volunteer within it and gain experience and valuable connections.

Do something you enjoy alone. Go for a walk or read a book in the park.

Turn your focus from something you don’t want to something you do want.

Focus on your surroundings, what do you smell, see, taste, hear?

**Next time you’re out, leave your phone in the car to thoroughly enjoy your company.**

The highest love of all finds its fulfillment not in what it keeps, but in what it gives.

- Father Andrew SDC

quoteFiler1.com
Today, change is constant and technology is accelerating the pace of change. Because predicting change in advance is becoming more difficult, the need to be agile is heightened. Agility is not just about the ability to adapt but it is also moving quickly when challenged and adjusting rapidly to changes and new ways of doing things in an effective and sustainable way.

The point of transformation is to adapt, and the point of pursuing agility is to become more adaptable. One does not change for change sake. Rather, change and adaptability are viewed as keys to long-term success. Do not fear or avoid change, rather embrace it because the ability to manage change well gives you the primary advantage. McKinsey & Company (2015) report that agility balances flexibility and stability. Be nimble in your information gathering; consider open and innovative approaches.
Your B.E.S.T. Mindset

Take advantage of emerging opportunities; make sure your processes allow you to pursue fast-moving opportunities. Form new collaborations and partnerships; create networks that share complementary skills. Thriving today requires that you think, act with greater flexibility and are willing to give up over and over again the activities that make you successful today but that won’t be appropriate tomorrow.

SAY

I enjoy learning. I am still learning.

I am not afraid of change. I welcome change.

I am moving quickly and efficiently.

I am nimble.

I am going to win the race.

ACT

Clarify your role

Gather information from a variety of sources both within and outside your network

Spend time dreaming and write or draw what you envisioned

At the end of the day ask “what’s next?”

*Put together a puzzle as quickly as you can; note your time.*

*Agile*

*Winston Churchill*

“To improve is to change; to be perfect is to change often”
Think

What happens when your electronic device freezes? You restart or refresh it, and it starts working fine again. Your brain and body needs for you to remember to recharge it. So often we just keep going and going; burdened by pressures from a multitude of places (work, home, school, community, etc.). When you don’t take the time to refresh your brain and body, you experience burn out; your imagination and creative energy dissipates, and it takes you longer to complete tasks, increasing the likelihood of mistakes.

"Travel and change of place impart new vigor to the mind.”
-Seneca
Time out is essential for peace and quiet as well as to increase your productivity. Everyday take time for an activity that you enjoy such as reading, listening to music, crafts, cooking — whatever makes you happy and relaxes you. Laughter is good medicine too! Laughing quickens the pulse rate, stimulates the blood circulation, activates muscles, increases oxygen intake and helps you relax. Find things to laugh about. Eating healthy foods gives you more energy, keeps your brain fed (which helps combat depression) and helps prevent other health problems. Every day is a new day and you get to hit the reset button. Make sure you take time to refresh!

**SAY**

When I take time to refresh I am re-energized.

I am at peace with myself.

It’s time for me.

I am maintaining my mind, body, spirit balance

I feel refreshed

**ACT**

Take a vacation and leave your devices and work at home.

Set aside “me time” every week and do something that reinvigorates you.

Do something to stimulate your mind: play word find, scrabble, read a book, etc.

Find a quiet space and meditate

Eat healthy foods and get moving
Anticipate.

Think

Anticipation is the first step to preparation and ensures better outcomes.

Preparation means that you have left nothing undone. You have attended to all the details. Therefore, when preparing, in addition to focusing on what you want to accomplish, you must anticipate what might happen. Think about people, environment, tools, resources, time. The factors that will guide your anticipation will vary depending upon what you are trying to accomplish. Don’t just anticipate, develop strategies for managing what you have anticipated. They may not happen, but if they do, you will have it nailed. Anticipation also drives attraction. Think about what you can say and do that will make others want more. Keep it simple. In everything that you do, think how you can satisfy but leave others eager to see more, learn more, want more.
Anticipation gets better with experience. Building your ability to anticipate can be enhanced by engaging others in your thinking. Getting others perspectives about what to anticipate will help you to identify different factors and strategies to consider. Anticipation helps to minimize surprises. You won’t be able to anticipate everything, but you can tilt things in your favor. Think anticipation and put chemistry to work to attract what you want.

**SAY**

When I anticipate what is going to happen next, I am prepared

I create my future when I anticipate what is next for me.

I can’t anticipate everything but I can minimize surprises.

I attract more when I leave others satisfied and anticipating more.

I am more likely to succeed when I spend time anticipating.

**ACT**

Here are some questions to ask that will assist you in your anticipation.

- What could possibly go wrong?
- What questions might be asked of me?
- What does the person want?
- What objections might I face?
- How do I leverage this opportunity?
Think

Time is your most valuable resource. Once you have spent it you cannot get it back. You can reduce the amount of time you spend doing something if you use the right tools. You can get things done quicker if you are using the right tools. You can achieve better outcomes if you are using the right tools. Achieving success requires that you have a tool box. Tools come in different formats- paperback and hardback books, e-books, workshops, seminars, newsletters, blogs, websites, podcasts, YouTube, Fitbit, and so many more.

When thinking of tools, think about what tools you need to help you enhance your knowledge, build and sustain skills, change behaviors, create satisfaction, improve productivity, help you measure to get better results. Tools can easily be identified. Today you can just “google” and find
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a variety of tools. Having a mentor is the best personal tool. This individual has your best interest at heart and is willing to share his/her experience and expertise to help you grow, develop, and become your best. Selecting the appropriate tools that will assist you in “being your b.e.s.t.” requires that you conduct a self-assessment. Is your environment facilitating your b.e.s.t.? Do you have the right people around you that bring out your b.e.s.t.? Is your mind, body, spirit in balance? Are you communicating in ways that attract your b.e.s.t.? Are your actions bringing out your b.e.s.t. results? Are you at your personal b.e.s.t.? Your answers to these questions will guide you to the tools that you need so that you can “be your b.e.s.t.”

**SAY**

Tools help me to sharpen me.

Having the right tools helps me to be my B.E.S.T.

It’s time for me to use my tools.

I seek balance.

**ACT**

Make sure you have someone who is an expert at your table. “Go to” them to validate your assumptions, answer your questions, and to get advice.

Conduct an audit of your tool box. Do you have tools for every aspect of your life? Are you using your tools effectively?

Identify at least one new tool that will help you “be your b.e.s.t.”

If you don’t have a mentor, identify one. If you do, identify one new strategy that will help you be your b.e.s.t.
Interconnected.

Think

Everything and everyone is interconnected, interdependent and interrelated.

You cannot accomplish anything alone. It really is about us. Every day, you make decisions that affect your life, others’ lives and the environment in which you live without understanding the cause and effect of your choices. What is standing in the way of you making more conscious decisions? Is it greed, thoughtlessness, oblivion, lack of knowledge? We have fueled an environment that creates, modifies, and evaluates systems, services, products, tasks, ideas in isolation.

Thinking in isolation results in short-term gains, increased costs and utilization of resources, lack of sharing, inefficiencies, ineffectiveness, and not achieving your maximum results. Today, technology has fueled our capacity to see interconnections in new ways; engage with people beyond their functional titles or geographical locations, yet much thinking and activity still occurs
Your B.E.S.T. Mindset

through traditional channels. Are you taking advantage of these technological developments to innovate for the good of others and your environment or are you acting out of self-interest? Start the year, embracing systems thinking, recognizing the interconnections between the parts of a system and synthesizing them into a unified view of the whole.

**SAY**

Everything is interconnected.

Every part of my life affects every other part of my life.

My daily choices impact me becoming my b.e.s.t. self.

It’s up to me. I choose to think of what I do and its impact on others and my environment.

I value others ideas, thoughts, work.

**ACT**

Make a daily date with you to explore your choices of the day and their impact on you, others, and your environment.

When you make a decision today, think how it will impact you, others, your environment in 5 minutes, 5 hours, 5 days, 5 months, 5 years.

Identify how a choice you made today is interrelated to a previous choice you made? What did you find was interconnected?

Seek input from others outside of your network.

*Identify all the inter-relationships associated with a result you achieved today.*
Data Informed.

Think

Data informed describes thinking agile, responsive, intelligently. When you are data informed, built into your planning, managing, and operating are the conscious use of assessment, revision and learning.

Measurement is a tool that is used to make improvements and not just to demonstrate measurable outcomes. In fact, continuous improvement is embedded in all that you do. The amount of data in our world is exploding, and analyzing large data sets—so-called BIG DATA—has become a key basis of competition, productivity growth, and innovation. It is critical that you remember to not base your decisions solely on your data, rather use and apply your data in context. Recognize the importance of making decisions based upon multiple information sources. Experience and intuition are as important as the data itself. Isn’t intuition large amounts of data of all kinds filtered through a human brain rather than a math model? When you focus solely on
data, sometimes the results are meaningless and misleading. Be data informed. Remember there are faces behind data, so use data sensibly.

**SAY**

I collect and use data so that I can make informed decisions.

My intuition provides me with data from my experiences.

Data helps me to improve and become my b.e.s.t.

I will look for the faces behind the data

It’s about the data and my experience

**ACT**

Collect data from multiple sources

Identify what your experience tells you about your data

Read an article about BIG DATA

Write a story using data

Evaluate a tool that you are currently using to collect data. Does it do what it says? Can you count on it to provide you with the information you are looking to obtain?
Start with WHY.

Think

*Do you know ‘why’ you do ‘what’ you do?* According to Simon Sinek, the fundamental difference between the "Apples" of the world and everyone else is that they start with "why." Starting with "why" makes Apple more than just a computer company selling features, and that's why their products have flourished while their competitors' products with similar technology and capabilities have often flopped. As Sinek puts it, "People don't buy what you do. They buy why you do it." The Golden Circle is a concept Sinek uses which contains three layers- why, how, what.

When you start with ‘what’ you want to do and then define ‘how’ you will do it, oftentimes you spend more time and resources than is necessary doing the wrong things and not achieving your desired results. Starting with why helps you achieve your results faster by being more accurate in choosing what you will do and how you will do it. Another important observation about ‘why.’ Why inspires trust; authentic and meaningful relationships evolve from trust. Ultimately results are in part tied to the quality of your relationships.
**SAY**

When I start with ‘why’ I know the reason behind what I am doing.

Starting with ‘why’ helps me to define my ‘what’ and ‘how’ better.

People trust me when they understand my ‘why.’

I want to pursue ____________ why?

---

**ACT**

Identify ‘why’ you want to be your b.e.s.t.

Take a look at 3 actions you took today and identify how they align with your ‘why’

Write down your “why’s” associated with your choice of place to live, best friend, profession.

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*Why is a B.E.S.T. mindset important?*

> “When you feel like quitting, think about why you started.”

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*Patricia Larkins Hicks, Ph.D.*
Think

Regardless of whether you are completing a task, achieving your goal, or reaching your dream, the question you want to ask is “now what?” Being your b.e.s.t. is a journey and not a destination. There is always a next level. Everything can improve—can become better. Too often people continue to do the same things expecting different results. Embracing a “now what” mindset embraces change. You will find that rather than resisting change or being afraid of change, you are welcoming the opportunity to change. You are the leader of change.

You become a change agent. Asking ‘now what’ also creates focus on “passing the baton.” Your thoughts are directed to others and how you can ensure that your goals or dreams achieved are sustained and thrive. Many times results are tied to people and when they move on the same results are no longer achieved or the dream perishes. Embracing a now what mindset gives thought to succession planning. Asking ‘now what’ focuses on the Big Picture and the Future.
Your B.E.S.T. Mindset

SAY

I have completed what I set out to do, now what?
I am at my destination, now what?
I see __________, now what?
It’s time to move on, now what?
I am a leader, now what?

ACT

List 1 thing you will do to change so that you can “be your b.e.s.t.”
Identify a person who you will prepare to receive your baton. Now, develop a plan to pass the baton.
Think about your day, when did you ask ‘now what?’ Identify at least 1 time you could have but didn’t.
Celebrate a time you asked ‘now what’ this week.
Identify 1 thing you completed today, now what?

Arriving at one goal is the starting point to another.
John Dewey
We Want 2016 To “Be Your B.E.S.T.” Year!

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