

Personal Reflection Exercises...

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I am talented and use many tools every day to achieve my goals. Honing my talents and skills helps me complete my routine more efficiently.

By improving my tools and talents, I can reach my goals, complete my daily tasks and accomplish more.

I sharpen my tools by learning, taking action and remaining receptive to change. I am open to using new tools to sharpen my existing ones.

I know precisely what I have within me to complete my tasks so I can make effective plans to achieve them.

When I take the time to learn and improve, I find that I can do things more effectively, efficiently, and accurately.

It may take several times before I am comfortable using a new tool, but it's worth the effort.

It is okay for me to try new ways of doing things and improve on the old. ***By remaining open to change I am open to continued growth.***

Today I can use my tools to complete my tasks with ease and comfort. I am open to change and can enjoy learning new ways to improve my life.

Self-Reflection Questions:

- 1.** What new tool have I learned to use recently?
- 2.** Have I made the effort to practice so I can become comfortable with new tools?
- 3.** Have I allowed myself to be open to change?