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# 5 STEPS TO IMPROVING YOUR MINDSET

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YOUR PATH TO SUCCESS...

ALWAYS STARTS IN THE MIND!

# 5 Steps to Improving Your Mindset

By Victoria Nelle Nisperos

# Introduction

We live in a world where it can be difficult to manifest what we want. It is easy to believe there aren't enough resources for everyone to enjoy. Some will make you believe that only with advance education or a college degree will you be able to access a better quality of life but that is not the key to abundance. What you need is to switch your mindset. Anyone has the opportunity to see the abundance around them, and quickly realize that any goal is attainable. You only have to change your way of thinking and be more open to receive. In this guide, you will learn to change your mindset. Acquiring an abundance mindset will allow you to see and access all the wealth that is available for you.

Abundance can mean different things to different people. It is important that you have a clear understanding of what abundance means to you. Let's start by defining abundance. When you think of living an abundant life, what does it look like for you?

What is it that makes some people more successful than others?

More importantly, what is it that makes some people happier than others?

Of course, you can always point to luck and you can always point to outside factors. Sure, there is often an element of knowing the right people. Of being in the right place at the right time. Of being born with a silver spoon in your mouth...

But if you constantly focus on the factors that are outside your control then you will never

obtain the fullest of your potential. Not only that, but there are plenty of examples of people who have beaten the odds. People who were born into poverty, who perhaps didn't have the opportunities that others did. Of course, there are plenty of examples of people who dropped out of school or college and all these people nevertheless managed to become immensely successful.

Likewise, you can have two people in the precise same situation but they might be completely different in terms of how happy they are and how they perceive their 'lot' in life.

The difference? The successful and happy people have the right mindset. They have the ability to look at a situation and see the glass as half full. They can spot their opportunities

and they can take those and make the most of them.

Having the right mindset allows you to see the best in a situation and thus be much happier no matter what kind of situation you find yourself in. At the same time, having the right mindset allows you to spot opportunities that others might miss and to play the hand you're dealt.

In short, everything starts with the right mindset. The right mindset can help you to accomplish more, to do more and to be more effective.

# Types of Mindsets

There are two types of mindset, a **scarcity mindset and an abundance mindset**. The scarcity mindset is more about focusing on what we don't have and our limits. Meanwhile, an abundance mindset is about creating opportunities and believing that there are enough resources for everyone to benefit.

A person with a scarcity mindset will be absorbed with what is missing in one's life. In that situation, the mind becomes busy worrying and stops us from accessing what we want from life. A scarcity mindset will focus on

limitation and manifest obstacles which can seriously limit our success. When you limit yourself with your beliefs and actions, you are not open to receive or recognize the abundance that surrounds you.

For a scarcity mind, there is never enough. The person wakes up in the morning thinking they didn't have enough sleep or won't have enough time to accomplish all the things that can be accomplished that day. No matter what it is, the scarcity mind is set on acknowledging what is not available.

The other side of the medal is the abundance mindset. With that mindset, we realize that there is enough in this world for everyone to receive. You let go of negative feelings like jealousy, envy or pity for yourself and take matters in your own hands. You move from being a victim in your life to a leader. In



addition, you don't focus on the limitation but you recognize the good things that are already present in your life and set your intention to manifest more of what you want. With an abundance mindset, the person gets up thinking that they will make time to rest in the afternoon and then make a list of what can be accomplished in the day. It's about what is possible or about what is available in the present moment.

# Changing Your Mindset

## **Learn to Receive**

The biggest reason that blocks many of us from receiving the abundance that exist in our world is a deep belief that we are not worthy of it. Ask yourself, how do you behave when someone compliment you on your skills or how you look? Do you have the tendency to find an excuse? Or maybe you simply change the subject. People with an abundance mindset are not afraid to say thank you when somebody gives them a compliment. If you want to start receiving the abundance, start with a simple thank you.

## **Opposite Behavior: You Don't Ask for Help**

In order to bring more abundance in your life, you need to be open to receive. And that includes receiving help from others. If it is difficult for you to say “yes” to someone who offers you help, you are telling the universe that you are not deserving of receiving from others. The same applies if you have a hard time asking for help. That is often a surprise to many that showing independence in our life can lead to blocking the flow of abundance.

## **Opposite Behavior: You Are Uncomfortable With Compliments**

Compliments are a form of receiving similar to asking for help. If you are uncomfortable with receiving compliments from others, you are demonstrating that receiving is difficult for you.

This can automatically lead you to more scarcity. Try to reflect on how you behave when someone compliment you on your skills. Do you try to find excuses for why you are not that great? If you want to be more open to receive and attract more wealth, start by saying thank you when someone recognizes your value.

## **Find What You Love**

In order to have an abundant life, you need to figure out what it is that you love doing. Many times, we try to do something that others do, simply because they are successful. The more you will align with what you love doing, the more abundance you will attract in your life. If you are trying to be someone else, you will block the flow of abundance because you are not in the heart space, but in the mind space. If someone succeeds at something, it isn't

because of what they do, but because of who they are.

## **Opposite Behavior: Blame Others**

Do you feel like life isn't fair? Maybe you feel that a lot of the unfortunate situations you have experienced are not your fault but someone else. If so, it might be time for you to take matters into your own hands. It is basically giving up on your power and leaving all control of your life to external factors like another person. When you give up on your power, it leads you with hopelessness and inability to change your situation. One of the most common behaviors in people with an abundance mindset is their ability to take responsibility and do something to change their situation. If you don't acknowledge your responsibility in your life, you are unable to feel

empowered to do something about improving your life.

## **Feel What You Want**

It is not only important to identify what you want but it is more important to feel what you want. The more you will align with the feeling that what you want brings you, the more you will attract it in your life.

## **Opposite Behavior: You Envy Others**

When we live with a scarcity mindset, we tend to experience feelings of jealousy and envy. We will often catch ourselves looking at others and wondering why we can't have what they have. One of the thoughts you could often have is wondering why is it that everyone else has

what want and not you. Envy is a feeling that attracts scarcity because we focus on what we don't have. It can also lead to resentment toward some people and ruin relationships with friends and families.

### **Appreciate What You Have**

A simple step to abundance is to start recognizing how rich your life already is. Take the time to appreciate what you have in your life. Maybe it is health, people you love, your colleagues, skills, or the simple beauty of nature that surround you every day. The more you bring your mind in a space of appreciation and recognition, the more you are allowing yourself to attract positive things in your life. You will find yourself realizing how abundant your life is and that what you need is right there in front of you.

## **Opposite Behavior: Focusing on the Gaps**

A common mistake that we tend to do in a scarcity mindset is to place all our attention and energy on what is missing in our life. On the other hand, people that live an abundant life are natural at putting their energy on what they want to manifest. By switching your thoughts to be more oriented to what you want, you are painting a clear picture of what it is that you desire. By doing so, it is easier to find what you seek when you know what you want, as opposed to what you know you don't want. Do you find yourself listing things that you are missing in your life? Do you sometimes wonder why you don't have what you want? Are you the type of person that is always focused on getting more?



## **Opposite Behavior: You Dwell on the Past**

To dwell on the past means that you spend a lot of your precious energy thinking about things that are no longer relevant. That behavior leaves you with little energy to manifest what you want in life. If you want to change or accept your past, you have to make a choice now and bring your focus back to what you can do, now, to feel happier. If you want to have a more fulfilling life, ask yourself, what choice you can do right now to help you access more abundance. What good do you have going on in your life now? People with an abundance mindset don't delay living a happy life based on something they will get later. They find the joy in the present.

## **Accomplish Small Actions**

Abundance doesn't happen overnight. Most people who live an abundant life will tell you that they work at it every day. On a daily basis, they are accomplishing small actions that aligns them with what they want in life. For example, if what you want is more money, each day, you can make small deposits in a saving account. Five dollars a day will become \$150 at the end of the month and \$1,825 at the end of the year. If, on the other hand, you want more love in your life, start with self-love. Every day, make a point of bringing to recognizing one thing you love about yourself.

### **Opposite Behavior: You Often Use the Words Don't or Can't**

Our vocabulary says a lot about our mindset. A person with a scarcity mindset will use many

limiting words such as “can’t,” “won’t,” or “don’t.” These words have the tendency to nourish a deep belief that we don’t have enough and will never be able to access what we want in life. To shift to a more abundant life, pay attention to the words you use. Catch yourself using words that set a limiting belief and reframe them into words that empower you to do something about the situation.

Living an abundant life is available to all individuals on this Earth and it all depends on the mindset. By applying the tips provided above, you will increase your ability to access the abundance that surrounds you and also allow you to manifest what you desire in your life.

You will find an abundant, happy and fulfilling life once you are fully aware of your thoughts

and your ability to change your thinking process of limiting beliefs and scarcity-based thinking to abundance. Know that anyone can successfully access an abundance mindset and achieve whatever they deeply want and believe they deserve.

# Five Key Steps

## **Step 1 – Responsibility**

The first and most important step is simply to learn to take responsibility for your actions, your mental state and more importantly, your circumstances. Learn that the situation you are in is because of you and that you have the power to change it.

The problem is that many people assume that their situation is largely dictated by outside factors. They will blame their circumstances on luck or even on other people. You don't have the job you want because you didn't have the luxury to look around when you first left school. You can't go travelling because you have a family. You aren't rich because you were born

in the wrong generation, in the wrong part of town.

There may be some truth to these things. Sure. But it is also up to you to dig yourself out of that situation and that's something that we've already seen is possible. You think that Richard Branson made these kinds of excuses? Or Steve Jobs?

If you don't take responsibility for your actions, then you can't be expected to achieve all the things you want to achieve because you'll just find an external reason to blame.

You need to believe that you have an impact on your life and you need to have an internal locus of control.

Only by accepting this can you then recognize the power you have to make a change. Yes, with great power comes great responsibility. But you know what else? With great responsibility, comes great power!

## **Step 2 – Direction**

Once you've taken responsibility, your next task is to decide the direction you want to go in and more to the point, the goal or vision that you are working toward.

A lot of people are a little directionless in this sense. How can you spot the opportunities that arise if you don't know what it is that you want to achieve?

The key thing here though is to recognize that the goals or visions you set for yourself don't

have to be the cliched goals that everyone is going after. You don't need to want to be a top executive. It is not a requirement that you try to get rich.

If you feel that you would be happier living in a cabin in the woods, then go ahead and let that be your goal!

What you want to try and employ here is a strategy that is known as 'lifestyle' design. So, lifestyle design effectively means that you are looking at the things that you want to get from your life and you are looking at the different factors that might be getting in the way or that might provide opportunities.

The problem that a lot of people have is that they go after the wrong goals. Many of us don't feel all that attached to our jobs and yet we



work for eight hours a day, spend a lot of time commuting... even stay in the office late on regular occasions. Then when the opportunity to take on a promotion and work longer comes along... we take it!

Instead, look at the things that really have value to you in your life. That might mean the love of being creative whether you are a writer, a videographer or an artist. Or it might mean spending time with family.

Now look at what kind of job you can do that will help you to get more of the things you love in life. Your sense of progression and accomplishment doesn't need to come from your job. There's no reason you can do a stress-free job to pass the time and then feel passionately about the art projects you take on in your spare time.

You might find that simply removing your commute makes you wealthier and happier at the same time. That it gives you more time to be yourself.

Finally, come up with a vision for what you want life to be like in the future. This should be a highly motivating vision, something that is emotionally charged and that you are highly excited for. It might be to become an online entrepreneur, or it might be to buy a beautiful home somewhere scenic and secluded.

### **Step 3 – Opportunity**

Once you know your goal and your vision, the next step is to look for opportunities to climb higher towards it.

The thing is that when you learn to look, opportunities really do open themselves up all the time. This is one example of just what a key difference having the right mindset can make.

The way to open yourself up to these opportunities is to recognize that sometimes the opportunity won't come in the precise form that you expect it to.

In other words, let's say you want to become an author. That doesn't necessarily mean that the opportunities are going to take the obvious form of being writing opportunities. Just as likely, you may find that they present themselves differently.

The perfect example of this comes from Sylvester Stallone, who wanted to be an actor.

Unfortunately, no one would take him seriously and they all saw him as unfitting for lead roles.

So instead he wrote an amazing script. The script was of course what we know today as Rocky and in an acting audition, he mentioned that he also dabbled in writing and was invited to bring in his script. The script was such a hit that they started offering him huge amounts of money to buy it off him. He refused however. The only terms he would accept were if he was cast as the titular character. The rest is history.

So, what Stallone did here was to find a different avenue to reach the goal he wanted. He seized opportunities, he played up his best skills and he took advantage of his connections.

Let's say you want to be a famous rock star. The conventional route is a difficult one to say the least. So why not instead try creating a YouTube channel to show off your skills and see what comes from that?

### **Step 4 – Will**

In martial arts, there is the popular notion of 'chi' (also qi or ki). This is often described as being a kind of life energy and often it is treated as quite esoteric – even being mystical. This is the same 'energy' that we see characters in Street Fighter and Dragon Ball Z firing from their hands.

So of course, many people view chi with skepticism. Others will describe it as being simply a way to visualize kinetic energy.

But the reality is something different altogether. While you're free to form your own interpretations, the one that I prefer is to look at chi as being will power. Chi is the ability to call upon your strength in every day tasks. It is your energy and your vitality.

And in fact, the roots of the word are strongly connected to health. If you ask someone how their chi is, this can be interpreted as asking if they feel strong and energetic.

In martial arts, a good demonstration of using chi is the 'spirit shout' or 'kiai'. Here, you yell at the top of your lungs while delivering a blow in order to stun the opponent and to deliver more strength in your blows.

What's really happening here is that the shout is releasing a surge of adrenaline. This is allowing you to call upon reserves of strength

and increasing your metabolism. Studies show us that simply shouting in the gym can actually increase strength by as much as 30%!

So, in other words, chi here is strengthening the connection between body and mind. It is putting your very will behind the blows you are delivering.

Another example of chi can be seen by focusing on the 'dan tien'. In martial arts, this is the center of gravity (just below the navel) and is supposed to be the 'source' of chi. What's interesting is that focussing on this area actually grounds you and if someone tries to push you over while you focus there, they find it harder.

So, whatever you call it, chi, health, will... it's all about the unity between your mind and

body. It's when your body supports your mind and vice versa. It is when you are excited and passionate, it's when you believe what you're doing and it's when you wake up with tons of energy because you're inspired and well rested.

Develop your will and you can develop your goal.

### **Step 5 – Appreciation**

Finally, make sure that despite looking for opportunities, despite focussing on that goal that is just out of reach, you still make sure to appreciate what you already have. To live in the moment and to take stock of everything. If you always chase after the things you want, you'll never stop to appreciate the things you



have, you'll always be driven by stress, by anxiety and you'll never be satisfied.

Right now, you probably already have a huge amount to be thankful for. You probably have lots of friends, a family that loves you, a roof over your head, plenty of great food in the cupboard and things to look forward to in the future.

Enjoy living in the moment and learn to even thrive on the little things... and even on the things that might be considered 'bad'. Learn to relish a challenge and to see disappointment as a chance for growth and personal development. If you can do this, then you'll become mentally stronger and not only will you be happier right now but you'll also have less to fear, have less to hold you back.

Meditation can help with this, as can cognitive behavioral therapy and mindfulness.

# Lead Your Life

To be a leader, you don't have to be in a leadership role. There are excellent skills you can learn from leaders that can be applied in your daily life to increase your chance of succeeding with your personal and professional goals. The first step to master leadership skills is to be aware of what they are.

## **Strategic Thinking**

One of the skills sought and expected of leaders is undoubtedly the ability to think, plan, and act strategically. This skill allows you to identify opportunities that will bring value to your life; it also allows you to challenge the status quo and move toward abundance.

## **Inspiring and Motivating**

An inspirational leader helps you bring out the best in yourself. A motivating leader pushes others' to do more and brings out the best in others. People who work for an inspiring leader are enthusiastic, encouraged, energized, motivated, and engaged.

## **Critical Thinking, Analyzing and Problem-Solving Abilities**

Too often, we focus on the symptoms rather than the cause. When a leader is faced with a problem, he utilizes critical thinking and analyzes the problem finding solutions. A leader will identify the real issues underlying the symptoms by asking the right questions. Instead of stating the obvious (or the problem), the leader will provide ideas for solutions.

## **Demonstrating Transparency, Integrity, and Honesty**

To be successful in life, you have to be very honest because dishonesty always catches up with us. It is impossible to succeed without developing a solid reputation for honesty and integrity. Interpersonal relationships are based on trust, and you cannot trust someone dishonest. As a leader, integrity is a crucial success factor, and the most critical persuasive tool a leader has. Honesty is the basis on which all other aspects are based. The leader is a model of integrity for others, and it's about being a role model to inspire others to behave similarly.

## **Recognize Others**

Great leaders are not afraid to recognize the skills of others and also support others in their development. The leader truly believes that everybody has the opportunity to learn and grow.

## **Learning, Creating and Innovating**

Not only are leaders supportive of others' learning, but they also thrive in learning new things. They love creating and innovating in their area of expertise. They are not afraid to say they don't know and learn about it. Leaders embrace changes as an opportunity to grow.

## **Driving Results**

Leaders know how to drive results because their goal is clear, and they know how it relates to others. That is why they drive results because they know how to engage others in actions that will lead them to success. They understand how people are involved in the goal and find ways to spark that passion in others to move forward.

## **Communicating in a Powerful and Effective Way**

It is one thing to know where you are going; it is another to be able to communicate it in a clear way that others understand you. A leader's communication is clear, open, and in alignment with their actions. The biggest

communication tool a leader has is his behavior. What you see is what you get.

## **Building Relationships**

It is believed that most leaders who are in a leadership role have acquired that role because of the relationship they have built. You are probably familiar with the following expression: “It is not what you know, but who you know.” Knowing how to build relationships is vital if you want to be a strong leader. Not many people will follow a person they cannot relate to.



# Become Self-Aware

Cultivating self-awareness means developing the ability to observe yourself with patience and benevolence to get to know yourself and recognize your ways of functioning as a leader to transform them. It is the fundamental foundation on which other skills and qualities can be built to ensure the well-being of yourself and those around you.

Here's a simple activity to help you become more aware.

1. Regularly during the day, take short breaks between tasks, and take a few seconds just to breathe. You stop everything you are doing 30, 20, or even 5 seconds and concentrate only on your breathing.

2. When you practice mindfulness breathing, you forget what you were doing, what you are going to do next, and you focus only on your breath, and the present moment. You are just observing the air come in and watching the air go out. You feel your belly inflation with air and then deflation. You visualize the path of the air when you inhale and when you exhale. And as soon as you become aware that you are giving energy to a thought, then smile and slowly return to your breathing. Try it now.

3. Stop reading and take a few conscious breaths. Or just one. Stop what you were doing and take a deep breath in and out. Put all your attention on it, not only your lungs breathing, but your whole body. Every cell in your body stops and enjoy.

# Practice Courage

We all need a strong leader who knows how to make difficult decisions, who knows how to protect others and stay the course in difficult times.

A good leader does not give up at the first difficulty encountered: he accepts failures as tests and knows that the path to the goal is not a long, calm river. In the face of adversity, the leader must sharpen up, show even more determination to reach the goal, and must have learned from his mistakes.

Here are a few ways to be courageous:

- Admit That You Are Afraid
- Accept Your Fear

- Observe Your Fears
- Be Vulnerable
- Surrender
- Find an Inspiration
- Be Resilient
- Nothing Is Perfect.
- Try Something Difficult
- Train Yourself to Be Conscious
- Create a Plan

The next step will help you with your plan.

# Move Into Action

The best people to lead others in creating a plan and succeed are coaches. They are trained to do precisely that. One of the tools they use that is very efficient is called the GROW model.

It can be used to reach a personal goal or a professional objective. Whatever the subject, whatever the problem, the mere existence of a solution to be found or a choice to be made can justify the four phases of the GROW model because it allows you to draw on your resources.

The GROW model's name is simply an acronym of the four steps, which are Goal, Reality, Options, and Will.

Let's walk you through the steps.

## **GOAL (G)**

We are going to start by identifying your goal or your objective. This can be the objective itself or the expected result. Be clear, concrete, and always focus on the target.

What do you want to accomplish in life?  
How will you know that you have reached that goal?

How does life look like when you have accomplished that goal?

The goal should be specific enough to give you a direction. The objective can evolve during the various steps of the GROW model, but it should not be major unless it is an

important lesson to learn.

## **REALITY (R)**

In the reality phase, you will be describing the current situation and how is the current situation limiting you or empowering you to reach your goal. List the weaknesses and strengths you have for achieving this objective.

What are the barriers to my goal?

What resources do I have to help me with my goal?

What limiting belief do I have in reaching my goal?

This phase will help you understand the situation and what led to it. It is useful to approach the situation from a cognitive, but especially emotional, perspective. This step

uncovers the interferences (beliefs, objections, etc.) that oppose the achievement of the objective.

## **OPTIONS (O)**

This step is essential. It is crucial to consider all options, including the most far-fetched ones. It is to know how to get out of standard solutions, being creative, innovating. Considering everything also makes it possible to rationally eliminate those inappropriate solutions that haunt us (ex: the magic pill that will lead you to weight loss).

List all the possible actions to help you reach your goal. If you had a magic wand, what option would you choose to realize your objective?



What if you could start all over, what would you do differently?

This phase allows you to think of new opportunities to achieve your goal; What has not yet been done and which could contribute significantly to the achievement of the objective. It will help you support the implementation of behaviors, improvement of a process, and modification of the time frame.

Brainstorm all the ideas that come to mind without judging them or limiting yourself. This phase is the time to dream.

## **WILL (W)**

The last phase is about commitment and actions. It is the phase where you decide what you will do.

What is the first step or action?  
How will you hold yourself accountable for that  
first step?  
How will you know that you have completed the  
first step?

The steps that will be made among the different options will involve a strong commitment to action that can produce change. This action may consist of doing nothing, changing a way of doing something, or a way to stop doing something. The important thing is to check the congruence of the commitment to action.

Once you have completed a cycle, go back to the option phase, and see if you can accomplish another action, repeat it until you reach your goal. As you can see, the GROW model is adaptable and straightforward. It is a

perfect tool for the leader in planning for success.

By applying the five steps above, you will acquire the skills, knowledge and tools that will help you on your journey to lead your life.

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