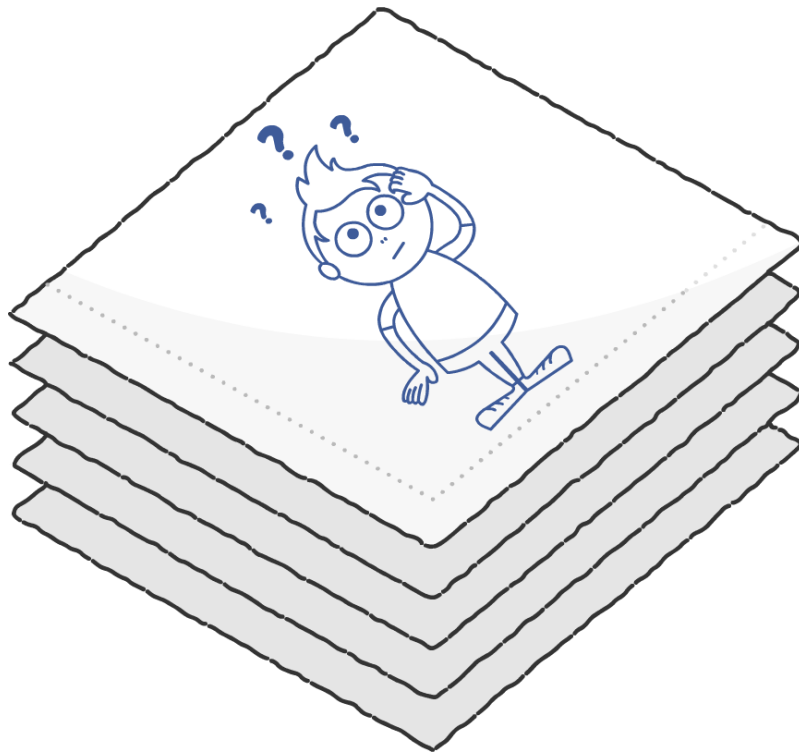# Chasing Your Dream:

How to End Procrastination and Get a Job You Love

Napkin Notes

Do I Need This Course?

WHAT YOU SHOULD DO

- Rate the following statements as honest as possible to yourself.

- Express the answer scoring in the scale from 0 to 10, where 0 — is an absolute NO, and a 10 — is an absolute YES. For this, color the scale to the needed score point.

- Assess your result.

An example of the answer:

1. Do you like our course?

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

* The scale is colored for the answer of 7 points (= 70 %), which means that to large extent, to 70%, I like the course.

Statements for self-check:

1. I get a real pleasure of the life.

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

2. Everyone sees me as a happy person and they say it's a great pleasure to be around me.

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

3. Any failure on the way doesn't unsettle me.

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

4. I have found balance between career and personal life.

| 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

5. I am surrounded by people that I love, and I am busy with my favorite things.

0 1 2 3 4 5 6 7 8 9 10

6. I am well aware of my strengths and weaknesses and I can use them to my advantage.

0 1 2 3 4 5 6 7 8 9 10

7. My job is a well-paid hobby.

0 1 2 3 4 5 6 7 8 9 10

8. I can see my way clearly.

0 1 2 3 4 5 6 7 8 9 10

9. My self-rating is very high.

0 1 2 3 4 5 6 7 8 9 10

10. My life is full of meaning, and I am beneficial to people.

0 1 2 3 4 5 6 7 8 9 10

CONCLUSION

1. What did I feel, when I was answering these questions?

Motivation List

WHAT YOU SHOULD DO

- Answer the questions of the "Motivation List".
- Make conclusions.

The example of filling the "Motivation List":

QUESTIONS	ANSWERS
1. My dream goal.	I want to move to my dream city.
2. The "prize" I get, if my dream goal comes true.	I live in a beautiful city, the sea is nearby, I often visit the theaters and museums.
3. What will happen if I do not make any efforts at all? ("conservative scenario")	I live in an old apartment, in a provincial town with a landscape of factory pipes, with bad ecology, without theaters and interesting museums, where there is no sea and it is very difficult to find a good job.

My "Motivation List":

QUESTIONS	ANSWERS
1. My dream goal.	
2. The "prize" I get, if my dream goal comes true.	
3. What will happen if I do not make any efforts at all? ("conservative scenario")	

CONCLUSION

1. What did I feel, answering the first question?

....

....

....

2. What did I feel, answering the last question?

....

....

....

3. Do I want to change something in my life and to pass this course?

....

....

....

The Avatar Technique

WHAT YOU SHOULD DO

- Write 4 things about yourself in the Discussion Forum (you can also write them here):

    1. Your name.
    2. Association on the first letter of your name.
    3. Your favorite hero and why it is your favorite hero.
    4. Link to your social network.

- In the Discussion Forum find 5 persons and discover the people uniqueness. After that write them:

    1. What their main interests are.
    2. Give an advice how they can realize themselves.

- Analyze your profile.

- Write down your conclusions and messages that you receive from other people.

WHAT FOR?

You will see the difference between other people. And then you will look on yourself and try to value who you really are. The best way to understand your uniqueness is to compare.

Who am I?

What's My Diagnosis. Version 1.0

WHAT YOU SHOULD DO

Fill the self-diagnosis questionnaire "Who am I and what do I want?"

See an example of filling the questionnaire below.

WHAT FOR?

You know already something about yourself and certain things about yourself you will understand with the help of the course. By filling the table, you will receive an initial picture of who you are and what, as it seems to you, you want. In passing the series of courses "Chasing Your Dream" we shall be repeatedly filling this questionnaire, and you will see that with the new experience your opinion about yourself will be changing.

The example of filling the questionnaire "Who am I what do I want?"

GENERAL INFORMATION	
Name	Michael Smith
Age	27 years old
Gender	Male
Family status	Married
Education	University, magister
Current position and place of work	Senior lecturer, National Research Nuclear University "MEPhI"
Desired position and place of work	An engineer-developer at GOOGLE

INDIVIDUAL CHARACTERISTICS	
Sociability	*Not very sociable. In communications, I am reserved, but relations with close people are very stable and reliable.*
An ability to work in a team	*I prefer to work alone, or in a small familiar team.*
Ability to empathize	*An average ability to empathize.*
Organization and self-control	*I am organized, purposeful, disciplined, operative and accurate. The qualities of self-control and self-will are well developed. I can work in the conditions of high responsibility, demands to accurate performing of work.*
Emotional stability	*An equilibrium, weighted thoughts and actions, confidence in myself and my actions, calmness, a control over my emotions.*
Predisposed kind of activities	*The aptitude to performance, to the work with symbolic systems and technical projecting, planning.*

Table "Who am I and what do I want?"

GENERAL INFORMATION	
Name	
Age	
Gender	
Family status	
Education	
Current position and place of work	
Desired position and place of work	

INDIVIDUAL CHARACTERISTICS	
Sociability	
An ability to work in a team	
Ability to empathize	
Organization and self-control	
Emotional stability	
Predisposed kind of activities	

CONCLUSION

1. What did I find valuable in this practice?

....

....

....

2. How does this help me in solving my task?

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Mirror of the Truth. How not to Lie to Myself?

WHAT YOU SHOULD DO

Fill the table "One day of my life" for a usual working day.

WHAT FOR?

Having prepared such a schedule, you can analyze how much time you spend and for what kind of activities. From this table you will see immediately that a part of your time goes to pleasant affairs, some part to the routine which you want to get rid of, and some time is wasted for nothing.

A HINT

This table should be filled carefully during the day. For this, carry the printed table with you and write every 15 minutes what did you do during these 15 minutes. Did you drink coffee, or chatted with your friends, or played in a computer game. Write everything honestly. No one will read this table, but you will have detailed information how it goes your usual day. You can unify to one time period such activities as sleeping, watching a movie. However, do not unify such an activity as work from 9:00 to 18:00.

The example of filling the table "One day of my life":

Time	Activity
00:00	
00:15	
00:30	
00:45	
01:00	
01:15	
01:30	
01:45	
02:00	
02:15	
02:30	
02:45	
03:00	
03:15	
03:30	
03:45	Sleep
04:00	
04:15	
04:30	
04:45	
05:00	
05:15	
05:30	
05:45	
06:00	
06:15	
06:30	
06:45	
07:00	
07:15	
07:30	Wake up
07:45	Thoughts in the bed ☺
08:00	Morning exercises
08:15	
08:30	
08:45	Breakfast, reading
09:00	
09:15	
09:30	Business talk
09:45	
10:00	Checking email, answering
10:15	
10:30	Playing with the son
10:45	Playing with the son
11:00	Planning
11:15	
11:30	Presentation preparation
11:45	

Time	Activity
12:00	
12:15	Checking the email, answering
12:30	A talk with Maxim
12:45	Planning
13:00	Coffee
13:15	Maxim, on the problem with
13:30	the accountant
13:45	Julie and Mike
14:00	
14:15	Lunch
14:30	
14:45	
15:00	Printing out
15:15	
15:30	Paying the bill
15:45	
16:00	Company book
16:15	
16:30	Creation of the Sound_loto project
16:45	
17:00	Launching Sound_loto
17:15	
17:30	Playing with the son
17:45	Gathering
18:00	On the road
18:15	
18:30	Eating in a cafe
18:45	
19:00	
19:15	
19:30	
19:45	
20:00	Walk
20:15	
20:30	
20:45	
21:00	
21:15	
21:30	Skates
21:45	
22:00	
22:15	On the road
22:30	On the road
22:45	
23:00	Eating + internet
23:15	
23:30	
23:45	Brushing teeth

Table "One day of my life"

00:00		12:00	
00:15		12:15	
00:30		12:30	
00:45		12:45	
01:00		13:00	
01:15		13:15	
01:30		13:30	
01:45		13:45	
02:00		14:00	
02:15		14:15	
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09:30		21:30	
09:45		21:45	
10:00		22:00	
10:15		22:15	
10:30		22:30	
10:45		22:45	
11:00		23:00	
11:15		23:15	
11:30		23:30	
11:45		23:45	

CONCLUSION

1. What did I find valuable in this practice?

....
....
....

2. How does it help me in solving my task?

....
....
....

Who Do I Look Like?

WHAT YOU SHOULD DO

Fill in the table "NTSEBASN" for a responsible person and for an irresponsible one. For this, in each column of the table you should write

- Name
- Thoughts
- Speech
- Emotions
- Body
- Actions
- Community
- Nickname

See an example of filling the questionnaire below.

WHAT FOR?

You will have examples of responsible and irresponsible people. After you complete the task, try to apply these created images onto yourself. Who are you in reality?

The example of filling the table "NTSEBASN"

	A RESPONSIBLE PERSON	AN IRRESPONSIBLE PERSON
Name	Robert White	Steve Black
Thoughts	Ordered, purpose targeted	Chaotic and not ordered
Speech	Clear, loud	Indistinct, many parasite words
Emotions	Respect	Mistrust, misgiving, dislike
Body	Taut, straight back	Not athletic, stooped back
Actions	Meaningful, confident	Unsure, often inactive
Community	Successful, purposeful people	Informal, bohemia
Nickname	Risk Taker	Buck Passer

Table "NTSEBASN"

	A RESPONSIBLE PERSON	AN IRRESPONSIBLE PERSON
Name		
Thoughts		
Speech		
Emotions		
Body		
Actions		
Community		
Nickname		

CONCLUSION

1. What did you find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

Buck Passer Game

WHAT YOU SHOULD DO

- Determine people you will be communicating with next week.

- Find a "bonus" to yourself (flicking the finger, squats and so on).

- Make familiar people around you with the game rules:

If in the next week you will behave yourself irresponsibly (you will complain about your life, justify your failures and so on, see the previous task), then let people around you give you a "bonus" without hesitation (flicks the fingers, force you to do push-ups and so on).

- Guess, how many points you will get.

- Count, how many points you earned.

- Fill in the table given below.

WHAT FOR?

Train to be a responsible person! Try not to complain about your life. Nobody is guilty in your failures! Everything is in your hands!!!

Table "Buck Passer Game"

YOUR SURROUNDING	BONUS
	MY PREDICTION
	MY SCORE

CONCLUSION

1. What did I find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

Proc and Cons of My Choice

WHAT YOU SHOULD DO

- Think what would you wish to change in your life?
- Fill in the table "Proc and Cons of My Choice" for 2 situations: if you do something risky or not.

See the example of filling the table in the situations when you decided to go for a red light or stop.

WHAT FOR?

We constantly take different decisions. It means that we take responsibility on ourselves. This means that we are ready to take on ourselves the risks related to the taken decision. This exercise will allow us to make sure that the more we take responsibility, the more we take risks on ourselves. But do not forget that we get more freedom!

The example of filling the table "Proc and Cons of My Choice":

SITUATION 1: *Run a red light*	
PROC (HIDDEN BENEFITS)	CONS (RISKS)
1. I can catch the flight.	1. I can meet a policeman and lose more time.
2. I can save my life in the situation of an imminent accident.	2. . I can crush my car.

SITUATION 2: *Stop at a red light*	
RISKS	HIDDEN BENEFITS
1. I will not pay penalty.	1. I can be late for the flight.
2. ...	2. ...

Table "Proc and Cons of My Choice":

MY SITUATION 1:

PROC (HIDDEN BENEFITS)	CONS (RISKS)

MY SITUATION 2:

PROC (HIDDEN BENEFITS)	CONS (RISKS)

CONCLUSION

1. What did I find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

What strategies work for me?

WHAT YOU SHOULD DO

- Fill in the table "10 achievements".

- In the "Achievement" column write 10 of your achievements that you can be proud of.

- In the column "Strategy" opposite to the corresponding achievements write 10 strategies that worked out in the fulfillment of these tasks.

See below the example of filling this table.

WHAT FOR?

In the result of this practice you will get a list of strategies that work precisely for you, that will allow you to move forward and achieve objectives. Use this experience for achieving your new goals!

A HINT

In the section "Achievements" you can write in not only current achievements, but also the ones that you had in childhood or youth, that do not play a role now, but in the past they were quite important. So, for instance, it could be a big achievement that you learned to read being 3 years old or that you had the best girl in the courtyard.

The example of filling the table "10 achievements":

ACHIEVEMENT	STRATEGY
1. Working in Germany at 16	1. I have extensively sent curriculum vitae and I was not afraid to take the job which I was not trained for
2. I earned money and bought a flat for myself	2. I took any work, refused to go on seashore vacation, did not spend money for momentary pleasures
3. Candidate to the Master of Sports degree in table tennis	3. I did train a lot

Table "10 achievements":

ACHIEVEMENT	STRATEGY
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.

CONCLUSION

1. What did I find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

Compliments

WHAT YOU SHOULD DO

- Make a list of 10 people valuable for you.

- Choose a way to communicate with them (phone, social nets, personal communication and so on).

- During the week, make compliments to these people, note something positive in their doings.

- Using the task results fill in the table "Complements".

- Answer to yourself the question: "What did you feel when you were saying complements to people?"

  See the example of filling this table below.

WHAT FOR?

This task is a great tool for developing a "green marker" skill. Try to notice positive moments in your surroundings, say compliments to people. And then there will be more happy moments in your life!

The example of filling the table "Compliments":

VALUABLE PERSON FOR ME	COMPLIMENT
1. Mother	I'm so happy that I have you! You are the closest person for me!
2. Father	Father, you are very great! I learned a lot from you!
3. A girlfriend	Jul, this dress fits you so nicely! You are irresistible in it!
...	...
10. Friend Mike	Mike, you are cool! You are the smartest guy in our graduation! You always know what you want!

Table "Compliments":

VALUABLE PERSON FOR ME	COMPLEMENT
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.
6.	6.
7.	7.
8.	8.
9.	9.
10.	10.

What did you feel, when you were making complements to people?

....

....

....

CONCLUSIONS

1. What did you find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

Conservative Scenario

WHAT YOU SHOULD DO

Try to describe briefly your conservative scenario. Describe, who is surrounding you, what are you doing, and where do you live. Write everything, without concealing. Pay attention to those emotions that arose in fulfilling this task.

WHAT FOR?

This conservative scenario will help you to take a decision whether you will stay as you are, or you change something in your life. If you will understand that everything is satisfactory, then you can stop listening the course at this stage. However, from this moment stop complaining about your life — you have made your choice now!

If you understand that something does not satisfy you in your conservative scenario - it means that we have prepared this course precisely for you. Thus, we will work further and change your life for better!

My conservative scenario:

CONCLUSIONS

1. What did I find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

Wise Thoughts

WHAT YOU SHOULD DO

- Write down the goal you are working on right now.

- Watch the video "Steve Jobs' 2005 Stanford Commencement Address" (https://www.youtube.com/watch?v=UF8uR6Z6KLc)

- While watching video keep in mind your goal and catch the smart clues and ideas which can help you in getting result. Write them down.

WHAT FOR?

In this lecture Steve Jobs sharing his experience with students. Maybe you will also find some interesting and useful tools and tips that will help you in finding your passion and job you love.

My goal:

....

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Wise thoughts:

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....

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CONCLUSIONS

1. What did I find valuable in this practice?

2. How does it help me in solving my task?

Mirror of Truth. "Traffic Lights" Exercise

WHAT YOU SHOULD DO

- Fill in the table "One day of my life" for an ordinary work day during several days.

- Decide for yourself which activity from your list is the most important and which one is less important

- Paint your table in the traffic light colors.

  G by the green color indicate the activities which inspire you, fill in the feelings;

  Y by the yellow color highlight the activities which keep you intact (for example, work, shower, breakfast);

  R by the red color highlight the activities which you do not see any meaning, they take off your time.

WHAT FOR?

It is useful to repeat this practice many times. It is a very powerful tool in learning yourself! It calls for not only self-knowledge, to an analysis of your life, but it brings in a feeling of discomfort, forces you to change your life to better!

The example of filling the table "One day of my life"

Time	Activity		Time	Activity	
00:00		Y	12:00	Checking the email, answering	Y
00:15		Y	12:15		Y
00:30		Y	12:30	A talk with Maxim	Y
00:45		Y	12:45	Planning	Y
01:00		Y	13:00	Coffee	G
01:15		Y	13:15	Maxim, on the problem with	R
01:30		Y	13:30	the accountant	R
01:45		Y	13:45	Julie and Mike	G
02:00		Y	14:00	Lunch	Y
02:15		Y	14:15		Y
02:30		Y	14:30		Y
02:45		Y	14:45		Y
03:00		Y	15:00	Printing out	R
03:15		Y	15:15	Paying the bill	R
03:30		Y	15:30		R
03:45	Sleep	Y	15:45		R
04:00		Y	16:00	Company book	R
04:15		Y	16:15	Creation of the Sound_loto project	G
04:30		Y	16:30		G
04:45		Y	16:45		G
05:00		Y	17:00	Launching Sound_loto	G
05:15		Y	17:15	Playing with the son	G
05:30		Y	17:30		G
05:45		Y	17:45	Gathering	Y
06:00		Y	18:00	On the road	R
06:15		Y	18:15	Eating in a cafe	Y
06:30		Y	18:30		Y
06:45		Y	18:45		Y
07:00		Y	19:00		Y
07:15		Y	19:15	Walk	G
07:30	Wake up	Y	19:30		G
07:45	Thoughts in the bed ☺	G	19:45		G
08:00	Morning exercise	Y	20:00		G
08:15	Breakfast, reading	Y	20:15		G
08:30		Y	20:30		G
08:45		Y	20:45		G
09:00		Y	21:00		G
09:15		Y	21:15		G
09:30	Business talk	Y	21:30	Skates	G
09:45	Checking email, answering	Y	21:45		G
10:00		Y	22:00		G
10:15		Y	22:15	Road	R
10:30	Playing with the son	G	22:30	Road	R
10:45	Playing with the son	G	22:45	Eat + internet	Y
11:00	Planning	Y	23:00		Y
11:15	Presentation preparation	G	23:15		Y
11:30		G	23:30		Y
11:45		G	23:45	Brushing teeth	Y

Table "One day of my life"

00:00		12:00	
00:15		12:15	
00:30		12:30	
00:45		12:45	
01:00		13:00	
01:15		13:15	
01:30		13:30	
01:45		13:45	
02:00		14:00	
02:15		14:15	
02:30		14:30	
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10:30		22:30	
10:45		22:45	
11:00		23:00	
11:15		23:15	
11:30		23:30	
11:45		23:45	

CONCLUSIONS

1. What did I find valuable in this practice?

....

....

....

2. How does it help me in solving my task?

....

....

....

What's My Diagnosis. Version 2.0

WHAT YOU SHOULD DO

- Find on the Internet and pass any of online tests: Emotional Intelligence (EI) Test, Emotional Quotient (EQ) Test, MMPI Test, Passion Test, Kolbe Personality Test and so on.

- Using the test results and the knowledge gained on the course fill in the table "Complement to curriculum vitae".

- We were filling such a table at the very beginning of the course. Compare the results of your self-diagnosis in the versions 1.0 and 2.0

See the example of filling this table below.

The example of filling the table "Complement to Curriculum Vitae"

GENERAL INFORMATION	
Name	Michael Smith
Age	27 years old
Gender	Male
Family status	Married
Education	University, magister
Current position and place of work	Senior lecturer, National Research Nuclear University "MEPhI"
Desired position and place of work	An engineer-developer at GOOGLE
INDIVIDUAL CHARACTERISTICS	
Sociability	Not very sociable. In communications, I am reserved, but relations with close people are very stable and reliable.
An ability to work in a team	I prefer to work alone, or in a small familiar team.
Ability to empathize	An average ability to empathize.
Organization and self-control	I am organized, purposeful, disciplined, operative and accurate. The qualities of self-control and self-will are well developed. I can work in the conditions of high responsibility, demands to accurate performing of work.
Emotional stability	An equilibrium, weighted thoughts and actions, confidence in myself and my actions, calmness, a control over my emotions.
Predisposed kind of activities	The aptitude to performance, to the work with symbolic systems and technical projecting, planning

Complement to Curriculum Vitae

GENERAL INFORMATION

Name	
Age	
Gender	
Family status	
Education	
Current position and place of work	
Desired position and place of work	

INDIVIDUAL CHARACTERISTICS

Sociability	
An ability to work in a team	
Ability to empathize	
Organization and self-control	
Emotional stability	
Predisposed kind of activities	