

DEVELOP
TOGETHER

OWN

THE

DAY

GUIDE

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This is the short starter guide about our core philosophy, discussing personal development and some simple actions that you can take to create positive changes in your life. This part is focussed on learning how to Own The Day every day. The aim of this series is to keep things concise and not add too much fluff, so you can get the information you're looking for quickly, and not have to trail through hundreds of pages to find what's important. Let's get going.

You've reached a point in your life where things need to start changing, and you want to take control of those changes. You've come to the right place, because what I'm going to discuss in the next few pages are some practical steps you can take immediately to start to Own The Day every single day, not just now but for as long as you need, possibly building a lifelong habit for positive change.

To begin with I'll talk about the various reasons why people can find themselves stagnating and not moving in any particular direction or none at all, then I'll explain three key steps to Own The Day and move forwards in up to 3 positive areas of your life that are right for you.

A common reason for people hitting a blockage in their life is due to reaching the top of the ladder in your current career or because you've found yourself in a job you ended up in by default without explicitly choosing to be there, leaving you with little passion for what you do and a lack of purpose. This is a common problem that many people don't realise they've fallen into until they think it's too late, so they just knuckle down and get on with the cards they've been dealt. All of these career related situations can leave you feeling lost and with nowhere to go, and the longer it goes on the worse it can get. This is why it's important to start the journey back to knowing your purpose by using the three steps in this e-book.

The next reason you might feel like you're caught in a loop is that you have a fixed routine with family commitments that take you from A to B to C to D, with little to no change or flexibility from day to day, week to week and year to year. Even though many of us like to have a routine, sometimes it can get repetitive, and it needs a shake up to keep things interesting. But when you've been stuck in a rut for so long it can become difficult to know where to go to find something new to do that will add value to your life's experience, as well as something great to share with those you love. But all is not lost, the three steps I'm about to go through with you will kickstart your life in the directions that are the top priorities for you.

The third reason that might have brought you to this guide, is a lack of motivation for almost all aspects of your life. You're just

going through the motions with no purpose, or you're relying on external substances like the caffeine in tea, coffee, or energy drinks to give you the boost you need to get through the day or feel energised for certain situations or events. The nature of truly naturally produced motivation from the dopamine chemicals in the brain, can be instigated by the philosophy in this book, giving you the ability to have the motivation every day to get stuff done that you need to do.

Do any of these examples have similarities to your own situation? If they do, then you're in the right place to start the process of propelling yourself out of stagnation and into a more exciting future.

Before we get started, I'd just like to mention another common barrier people use to prevent them from moving forward and making the changes needed to do so. I call this "Tomorrow Syndrome" as it's when people choose an arbitrary date to begin making their changes. This could be tomorrow, next Monday, next month, when the next pay-cheque comes in, a New Years resolution or any other number of random occurrences in the future that can put off taking the actions required to make the change desired. There is no time like the present and if you are committed to making the change and enjoying the benefits, then there is nothing stopping you from starting today, in fact right now! Following on from this and in a similar category is "Off the Wagonitis" when people start a habit, miss a day or two, or a self-imposed deadline and then they decide that it's all over and so take the easy way out and just quit. Like the arbitrary starting date, there is nothing set in stone that says if you stop for a bit, you can't start again. Only you have the power to make these decisions, nobody else is controlling these choices. This leads me to let you know my favourite quote, as it sums up not only this paragraph but my entire philosophy...

“When writing the story of your life, don't let anyone else hold the pen.”

With that, are you ready to get started? Let's go...

Step number one – Priority Bingo

There are some things in life that are important to all of us and can be quite easy to name. I'm about to list six of these things and you might agree with any number of them. You might agree with them all, but I'm only going to let you choose the three that are the most important to you. At this point it's crucial to be a bit selfish and not take anyone else's wants or needs into consideration, as this is your life and your list. Nobody else is being affected by this list, so you can just think of yourself and what's important to you.

Grab a pen and paper or use your favourite digital device and write down all six of these things...

Confidence

Career

Money Management

Mental Well-being

People and Relationships

Physical Health

Now rate them from one to six with one being the top priority from this list and then put a circle around or highlight each of your top three.

I'm now going to let you add two more things to your own list, but not from the things I just listed. These are other things you have a big interest in such as Music, Literature, Science, Gaming, Art, Sport, Politics, or anything else. When you add these to your initial top three place them in the position of importance in relation to what you already have. Base this on how important it is to you right now, in this very moment. I've had Music in my list for many years, however it's not quite as important right now as it has been in the past. Don't rush into making this list and adding the first things that pop into your head. You might find it easier to give it some space and go out and live your normal life for a few days, maybe a whole week, as

things will suddenly come to mind as important when you experience the feeling first hand.

You now have five things that are important to you and you alone. Just take a moment to look over this list and make any changes you feel you need without getting rid of the two things you added yourself.

And that's the end of step number one. You've taken some time to properly consider it and now know what's important to you.

Step Number Two – Fortune Telling.

You've made a list of five areas of your life that are extremely important to you. But just because these things are important doesn't mean that you're currently achieving amazing results in all of them. For instance, Money would be in my top five important things, however I would currently score it only a 4 out of 10 for where I am now. So, giving your priority areas a score out of ten can help you see how far you are from where you want to be in the important areas of your life. It's vital that you're completely honest with yourself when you go through your own scoring process and remember to focus on how things are in that area of your life right now. If you've read my book "Be Your Authentic Self", then you'll appreciate the importance of being honest with yourself.

Once you've done this, it's time to get your crystal ball out and look into the future for each of these important areas or your life. Write a short sentence for each one to describe what 10 out of 10 would look like. As an example, I used to have "finishing my poetry book" on my list of priorities with 10 out of 10 being that the book was published. I achieved this back in 2013 as a self-published release, about sixteen years after I originally came up with the concept, so there is no time limit on these 10 out of 10 descriptions. Another person might have had bigger ambitions and wanted a large publishing company to launch their book and have sold a million copies. But that's not what I was looking for in my 10 out of 10, so it gave me less of a gap to jump from where I was to where I wanted to be. I'm not suggesting that you don't dream big when writing your 10 out of 10 sentences, I'm just saying that it doesn't have to be so huge because it's 10 out of 10. The top mark can be whatever you want it to be, and this can also be revised in the future, so please don't carve it in stone. Big dreams are sometimes needed to help us move forward, so you might get to 7 or 8 out of 10 and then revise your priorities if new opportunities have presented themselves and are suddenly more important than the original plan, but it took the steps from this plan to take you to the place where the new options appeared. Having the safety of being able to revise your plan as needed, will help you keep a clear goal of what you're working towards at any one time.

Important Area 1

What ten out of ten will look like for Important Area 1

Important Area 2

What ten out of ten will look like for Important Area 2

Important Area 3

What ten out of ten will look like for Important Area 3

Important Area 4

What ten out of ten will look like for Important Area 4

Important Area 5

What ten out of ten will look like for Important Area 5

Step Number Three – Make It Real

You now have a list of five things that are really important to you, and short descriptions about where you are now, and where you want to be in the future. Your list at this point isn't hugely helpful in determining any specifics about what can be done to Own The Day. What you now need to do is make it real.

Looking at your scores out of ten, I want you to now focus on the three areas with the lowest score. These are the areas that you have the longest distance to travel to reach your ultimate 10 out of 10 score, but also the areas where it's much easier to move forwards by one mark. This is the next question I want you to answer for all three of these priorities. *What do I need to do in order to move forward only one mark?* You might even break this down into smaller chunks and so have several actions to take in order to reach the next mark. This is completely down to you to decide what the next mark looks like and what you need to do to get there. This should give you a positive feeling of freedom.

Important Area 1

Action to take every day to move towards the next step:

Important Area 2

Action to take every day to move towards the next step:

Important Area 3

Action to take every day to move towards the next step:

By doing this you have a tangible way to measure your progress in an important area of your life. You know your starting point and you can start to write down what each of the steps look like leading up to 10 out of 10. This will help you to know exactly what actions you need to take to reach the next level, rather than aiming straight for the top and either getting overwhelmed or losing motivation when you still feel so far away.

So that's it, I've given you the building blocks to Own The Day every single day and this is a process that you can use on a continual basis to keep your forward momentum. This is also the foundation of much greater development opportunities that can be carried out on a long term basis.

You've now seen some of the power of personal development with Develop Together, so you're primed and ready to make even greater progress and develop lifelong skills to keep yourself moving forward in a way that is bespoke to you and all the things that are important in your life.

I'm not going to ask you to buy your way straight onto a programme to make this progress, as it's important that I know that you're absolutely ready to commit to it. So I'm giving you the opportunity to engage with Develop Together on your own terms first, to make sure that you know what's required to succeed in the endeavour of personal development. The fact that you've read this e-book, and hopefully completed all the suggested steps, is already a great indicator that you're able to commit to taking actions to improve your life and make the necessary changes. The final action I'm going to ask of you is to head to our website to view the other resources you can access completely

free, so please join us and continue developing your life in a positive and long lasting way. Go to www.DevelopTogether.co.uk to sign up.

About the author

Rob Palmer is a Personal Development Coach and Mindset Mentor who founded Develop Together (www.DevelopTogether.co.uk) in 2016, with a focus on helping people make positive and long lasting changes to their lives. Rob has worked with over 800 clients, guiding them towards achieving their best potential, and identify their future goals with an action plan of how they can get there successfully.

Outside of coaching, Rob has authored a workbook using the Own the Day philosophy titled "My Own The Day Journal", where you can track your progress of daily tasks over a whole year of personal development. Rob has also written a children's poetry book "The A to Z of Animal Poetry" which was published using a font specifically chosen for easier reading by those with Dyslexia.