

## Unit 4.3 Writing Affirmations

### OVERVIEW

Affirmations are a critical part of building the kind of life and relationships that you want. And so learning how to write affirmations is an essential skill in achieving these successes. When written correctly, an affirmation will trigger a vivid picture in your mind of your goal having already been accomplished.

In this way, your affirmations become powerful tools for deliberately controlling your forethought. This is the same process that the most successful, high-performance people use in their own daily lives. Like them, you, too, can paint positive, achievable scenarios, change your view of reality from the inside out, and automatically gravitate toward your goals by using these tools.

There are seven basic guidelines for writing affirmations. To be most effective, affirmations should be: (1) personal; (2) positive; (3) written in the present tense; (4) action-oriented; (5) emotional; (6) specific; and (7) realistic.

If your affirmations have each of these qualities, they will be much more likely to actually influence your life in the direction that you want.

### UNIT QUESTIONS / EXERCISES

1. Quickly write a statement about yourself. Then analyze it to see how closely it meets the qualifications of an affirmation, as described above. Share your answers with your coach and/or the group.

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2. Now practice writing an affirmation by paying close attention to the guidelines stated above. How does it differ from your original statement? Discuss your answers with your coach and/or the group.

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3. Think about how this applies to your work relationship at John L. Scott. Write an affirmation for your organization or team. With the other members of the group, critique your first draft and see how you can improve it. Now, review your final draft and see how closely it matches the characteristics of an effective affirmation.

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