



How to set up a **WINNING WEEK**

7 Simple Frameworks to Guarantee Your Success in Life



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How to Set up a Winning Week: 7 Simple Frameworks to Guarantee Your Success in Life

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your winning week

7 steps to success

Congratulations on taking a moment out of your busy schedule to focus on setting yourself up for success. As you put what you are about learn into practice, I am confident you will soon find yourself rising above the crowd.

A week is a great chunk of time to maximise success.

A day is too small—you'll end up overwhelmed with details and lost in endless 'To-Do' lists. A month or year is too big—too much to focus on at once with too much shifting sand and unknown variables.

Targeting a week at a time allows you to make great progress while staying highly flexible and you are able to make regular course corrections to stay on track.

If you get these seven things locked into your week ahead of time, it doesn't matter what else happens in your week, you are guaranteed that it will be a winning week.

Go well!

Jaemin



To succeed in life is actually easy because most people never will. Doing a few key things well, will more often than not, quickly cause you to rise above the crowd.



meet with yourself

become good at being you

1



This first meeting helps you set up all the other frameworks for your week. For you to live a compelling, attractive, effective life, you'll need to be very good at being you. This will only happen as you learn to build an incredible relationship with yourself and have open lines of communication between body, mind, emotions, heart, head, soul, conscious and subconscious.

Here is what you'll need to begin:

- Create a space - somewhere that gives you access to a great mental and emotional state
- Grab a notebook, nice pen, coffee etc
- Have your [weekly planner/calendar](#) with you
- Allow 1 hour of uninterrupted time

I suggest this meeting needs to be done Sunday evening or first thing Monday morning.



Having an effective meeting with yourself is all about checking in and asking great questions. It's also about listening and gaining new levels of awareness about where exactly you are now and where exactly you would like to be. It requires you to take 100% responsibility for your current results and the results you would like to achieve. It is about giving yourself permission to flourish and investing in a high quality relationship with the real you.



Ask yourself these 5 power questions:

- What is the state of play? (Be real and honest about what's going on in your relationships, health, work, finances etc.)
- What am I tolerating or complaining about that I haven't changed?
- What do I want?
- Why do I want it?
- Who do I need to be to achieve it? ([be-do-have](#))

Have a look over your answers and come up with 3-5 key goals for the week (no more...trust me, 3-5 will be plenty!)

Having set your goals, spend a few minutes planning your week. You will need to include the six remaining elements that we will cover in the remainder of this guide.

- Meeting with stakeholders
- Rest
- Exercise and nutrition
- Daily rituals
- Learning and development
- Key relationships

key stakeholders

connect with those who matter

2



This may sound transactional, but the real emphasis should be on interacting meaningfully and strategically with the key people in your world. You want to be sure you are connecting with those who have skin in the game and share common goals with you.

The three main types of stakeholders are:

- Your work colleagues/business associates/employees
- Your spouse/partner
- Your kids

Obviously the nature of these meetings will be different depending on the stakeholder you are meeting with. Here are my thoughts on key things to keep in mind when meeting with each different type of stakeholder.

Your work colleagues/business partners/employees, etc

Your strategic meeting with these stakeholders needs to be clearly set up as such. Although you may also be friends with these people, the main function of your relationship is the shared work you are involved in. Therefore make the meeting as clear and intentional as possible.



Your spouse

This strategic meeting needs to be relational and conversational, not a committee meeting or a parliamentary sitting. I think the best way to set up the space for weekly conversation is while doing something fun together. Sometimes my wife and I have our meeting while playing totem tennis!

If you have to work through serious issues together or deal with conflict, the best way is to be walking side by side or driving together rather than eyeballing each other across a table.

I suggest you don't talk business in the bedroom. Keep that as your sanctuary.

If you have trouble with this primary strategic partnership, check out these [three questions that can solve any marriage issue](#).

Your kids

This is a strategic meeting that you can have without them knowing it is a strategic meeting. Keep it casual and non-forced.

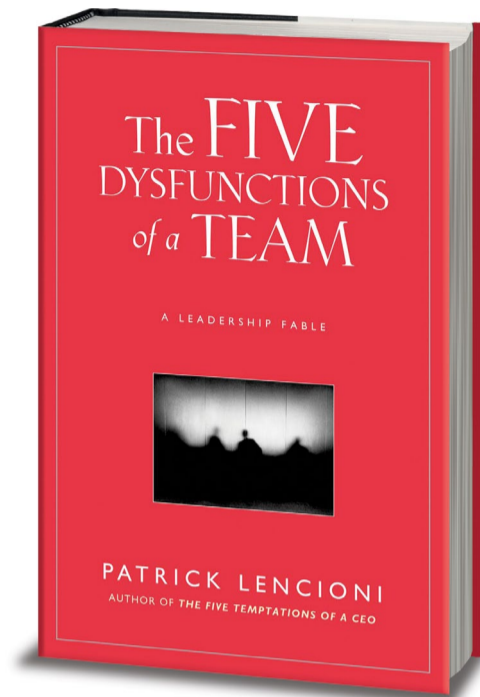
You want to give them a chance to:

- tell you what is going on in their world
- give their opinion about what's going on in yours
- talk about some of the things they are looking forward to or would like to have happen
- share any of the things they are worried about or afraid of
- make sure they know you love them for who they are, not what they do



As a general rule, more conversations are better than less when it comes to any of these key people.

Patrick Lencioni's book *The 5 Dysfunctions of a Team* is a must read for doing these important relationships well.



The aim of the game is to:

- Build trust
- Fight well
- Commit to common goals
- Review goals/plans/vision/direction and hold each other accountable to deliverables
- Achieve great results together

Often people want to run through this list in reverse, but that is a guaranteed way to end up getting none of these things!

Here is a basic framework for your weekly stakeholder meetings:

- a) Ensure you have trust.** If not, the whole aim of the meeting is to rebuild it. Do not go further without this foundation.
- b) Sort out any points of frustration, disagreement or angst.** Keep short accounts with your key people. Do not let things build up and fester. I have an arrangement with my business partner that the moment we have an issue or are upset we will bring it up. If we hear nothing, then that means everything is fine.

- c) **Review your goals, dreams and plans.** What do you want? Where are you heading? What are you working towards together? What's your believable plan. Set some clear goals and commit to action.
- d) **Set time frames and measurements around those goals.** Agree to review them regularly.
- e) **Enjoy your success and always celebrate your achievements together.**

develop a rhythm of rest

manage energy not time

3



This is one of my favourite aspects of an outstanding week. I think most people overlook the importance of rest. For this to work well, the key word is RHYTHM. If you try and cram all your rest into one day each week you are totally missing the point.

Here are some key ideas to keep in mind:

- Manage your energy not your time
- Aim for both high and low energy/engagement times in every day. That means periods where you are totally 'on' and fully engaged in meaningful work and times where you switch 'off' and totally relaxed.
- Sleep, relaxation, downtime, recovery are imperative
- Focus on finding your rhythm
- Break the attachment to busyness

The body takes time to recover and rid itself of the chemicals produced when we are engaged in stressful, energy zapping activities.

The aim is to develop a rhythm of rest that brings the chemical balance back to neutral every day, not just once a week. Trying to rest only one day a week does not give your body long enough to come back to a neutral rest state. Even if you rest well for a day, you will still be carrying residue from the build up of stress in your body from the last week.

If you were to monitor how much of the day you are 'on', i.e. fully engaged in what you are doing (meetings, driving, emails, social media, problem solving, thinking, working etc.) as opposed to how much of the day you were 'off', i.e in a state of calm, relaxed, at peace, still, quiet, silent, unengaged, etc.) I wonder what the ratio would be?

One of the biggest hindrances to developing this rhythm of rest is that busyness is the most socially accepted (and encouraged) addiction of our day. So often people define themselves by what they do. Their significance is completely attached to their role, achievement, performance, and title, so to rest from these things leaves them feeling somehow diminished and lacking in value as a person.

Until you break the attachment of needing to be busy to prove you are a worthwhile or significant person, and find more resourceful and internal means of defining your value and worth, you will continue in soul destroying patterns of work and busyness that ruin your health, relationships, and happiness.

The key is to be mindful of your energy levels throughout the day.

Learn to manage periods of high energy, full engagement and periods of low energy, zero engagement. I'm sure we all know how to do full engagement, so the challenge is to do rest well.

Here are a few suggestions:

- Meditation
- Mindfulness
- Yoga
- Stretching
- Sitting in the sun
- Reading for enjoyment
- A walk in the park
- Breathing exercise
- Sleep
- Silence



In your meeting with yourself, factor in some downtime in each day and plug it in to your weekly planner.

Under stress, the body produces Cortisol and Adrenaline to help us function at a high level. It takes time for these chemicals to naturally reduce and leave the blood stream. If our system is flooded with them for too long they act like poison and are very harmful to our health.

It is therefore crucial to ensure that our bodies regularly come back to a state of total rest where the levels of stress hormones return to neutral.

If we are highly engaged in a wide variety of activities all day and are constantly driving ourselves to get the most out of every minute, our bodies never get a chance to rest and recover.

health

permission to flourish

4



A recent study of Australian adults showed that 50% of our entire population have either a mental or chronic health issue - most of which are entirely preventable. Minister for Health, Sussan Ley, says the new figures released by the Australian Institute of Health and Welfare (AIHW) on the 12th of August 2015 highlight the need to reform primary health care.

I'm convinced that our bodies crave health, that good health is actually our default position. Rather than just create policies to deal with the symptoms of poor health, it makes more sense to me to look for ways to deal with the root cause of the problem.

So often I watch people try to achieve health by beating themselves into submission. Some people's diet and exercise regimes are forms of self-torture. These crazy plans are entirely unsustainable because will power is a limited resource. The moment we get tired we give up and resort to comfort.



Here is my suggestion for an alternative approach:

a) All health flows from your relationship with yourself

Let's start with a couple of questions. While they may sound strange at first, I believe they are the most crucial questions to ask. I highly recommend that you hold the space that these questions open up until you have adequately worked through them.

- Have you given yourself permission to flourish?
- Do you believe in yourself and are you willing to listen and trust yourself?
- Is it OK for you to be beautiful, healthy, vibrant, successful and confident? Or are you self-sabotaging and hiding from the world to keep safe from being hurt, rejected or found out as being inadequate?

b) Take the handbrake off and realise that the deepest part of you desires health and is actually totally capable of leading you there

It is time to learn to trust yourself. Once you have given yourself permission to flourish, you need to listen closely to your body and discover the kinds of foods and exercise that are going to work best and give you the most life. Contrary to popular opinion, the secret is self-permission not self-discipline.

c) Plan exercise into your week

Rather than just seeing if you find time. Schedule it in ahead of time so that you prevent that time being taken by something else. You may even be able to combine social time with your exercise regime if your friends are into exercise as well.

d) Plan your meals

I don't want to be prescriptive here, but work out healthy options for breakfast, lunch and dinner ahead of time so that the food is ready to go when you want to prepare it. If this is a big step for you, start with getting one meal a day sorted before you get intentional about the others.

For example, here are some of the most healthy breakfast foods to incorporate into your diet:

- Eggs
- L.S.A (made from linseeds, sunflower seeds and almonds)
- Blueberries
- Watermelon
- Rock Melon
- Bananas
- Rolled Oats
- Yoghurt



daily rituals

manage your state

5



This element will help you stay on track throughout the week by incorporating rituals for starting and ending each day really well. They don't have to be long and drawn out, just simple, intentional and useful ways of managing your state and reinforcing proven strategies of the worlds most successful people.

Hal Elrod, author of the morning miracle says that there are 6 things that change the game for starting the day well. It can take you as little as 6 minutes (<http://halelrod.com/6-minute-miracle-morning/>)

Silence

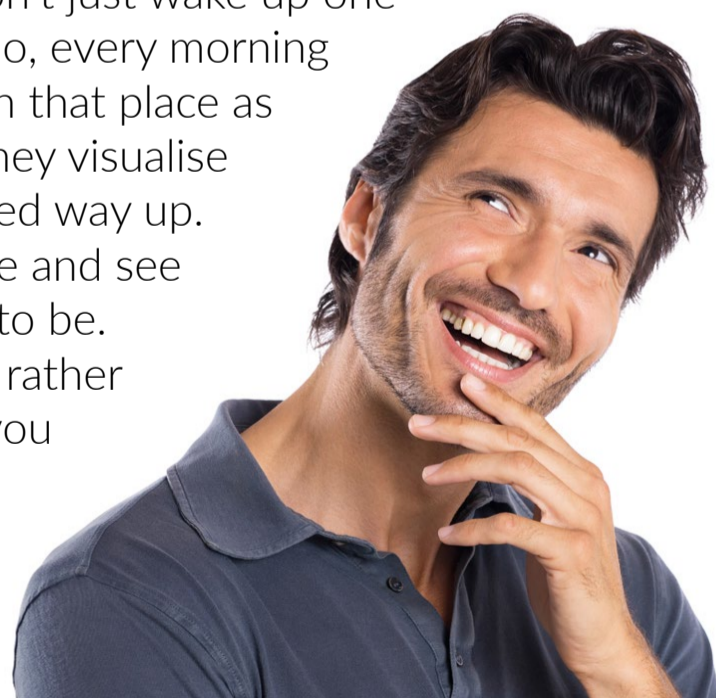
Rather than setting your alarm with zero margin and bouncing straight out of bed into a mad rush to make it to work on time, give yourself a bit more time to start the day relaxed. Start your morning by being still, silent, breathe, pray, meditate, practice mindfulness.

Affirmation

Typically our self-talk is negative and full of self-judgment. It is far more effective to talk to yourself like you already are the person you want to be. The usefulness of affirmations is not just that they are positive. Being overly positive, simply for the sake of positivity, can feel too much like you are just being fake. However, given that the language you use with yourself becomes the program you live out of, choosing to focus on the positive things in life will certainly be helpful. Successful people live out of clear statement of intent about the kind of person they want to become. Make sure you start your day by running a great program.

Visualisation

Often people's hopes and dreams remain just that – hopes and dreams. They have never actually seen themselves having or doing the things that they dream of. The truth is, if you can't see it, you can't have it. Again, successful people don't just wake up one morning and arrive at their goals. No, every morning they wake up and see themselves in that place as though it was their actual reality. They visualise it in full colour with the sound turned way up. The key is to go out into your future and see things exactly how you'd like them to be. Then you can live out of this vision rather than rehearsing the version of life you don't want.





Exercise

This version of exercise is not about fitness or weight loss, it is just about increasing the blood flow to your whole body and major organs. Spend one minute doing moderate to high intensity exercise such as star jumps, push ups, burpees, stair climbing or sit ups just to get your heart rate up and oxygen in your lungs. This short burst of exercise will change the chemistry in your body, make you mentally alert, change your state, and give you a great start to the day.

Reading

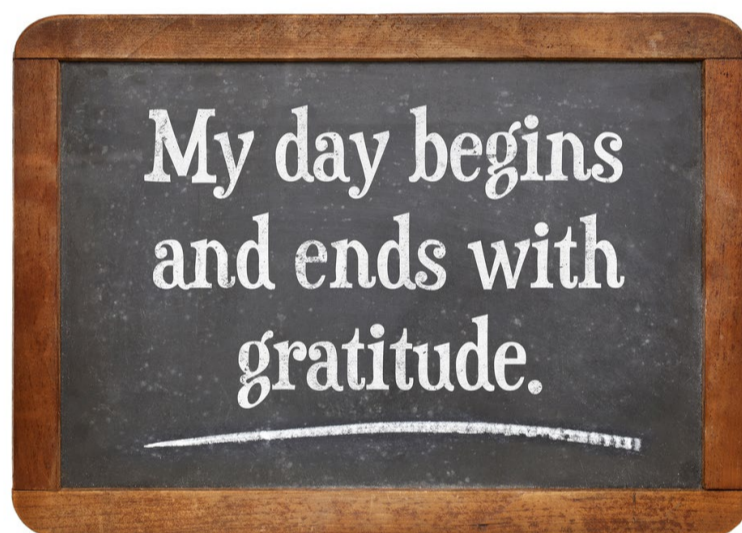
Successful people are always learning. They feed their minds and hearts with wisdom, insights, metaphors, and stories that inspire them to reach their full potential. I suggest you grab a great book relevant to something you are looking to improve and read until you learn one thing. That may be after the first word, line, paragraph or page. Don't feel like you have to read a chapter to have benefited from the process. If you keep it to one thing you have a far better chance of actually implementing it than if you cram your head full of so much wonderful information that you don't know which bit to focus on first.

Scribing

Grab a nice pen and a your journal or notebook and take some time to write, draw, scribble, reflect, process, map or plan your thoughts. This form of external processing will help with the integration of key learnings and help you to develop relationship with yourself. It gives you a chance to capture creative ideas and track growth and progress in your life.

Other interesting morning rituals to experiment with:

- Drinking 500ml of water before breakfast – this helps clean out toxins in your body, re-hydrates you and is a great way to break the 8-12 hour fast from food your body has experienced while you sleep
- Jumping on the trampoline 50-100 bounces. Great for your eyes, limbic system, muscles, bones, coordination, balance,
- Stretching
- Music
- Standing in a '[power position](#)' for 30 seconds
- Avoiding the news



The way you end the day is just as important as how you start it.

Here are a few things that can make a massive difference to finishing your day well:

- Gratitude – 3 things you are thankful for from the day
- Winding down before bed
- Dim lighting
- Reading fiction
- Stretching
- Setting a cut off time for checking social media and emails

learn & develop

invest in your greatest asset



I'm amazed by how many people there are that have no personal or professional development plan. Day in, day out they get up and do the same thing over and over. Successful people on the other hand are always developing themselves and are constantly learning ways to improve their results and the quality of their lives.

When you map out your week, make sure you include time for some or all of these things.

- Books relevant to your career
- Podcasts
- Ted talks
- Courses
- Coach/mentor (people with the permission to speak into your reality)



build quality relationships

share your life with others

7



What's the point of doing life well if you've got no one to share it with? We are relational beings that crave love and connection. I'm a big fan of social media and believe it opens up some incredible opportunities, yet one of the biggest challenges with our culture is that we end up being loosely connected to hundreds or even thousands of people at a surface level and we lose the art of connecting deeply with people.

I suggest you have no more than 10 - 12 key people who you walk along side and share your life with (not including your immediate family).

The key is to be intentional about investing in these relationships rather than just imagining they will take care of themselves.

These 10-12 people may be anywhere in the world as long as you have the ability to keep in touch with them and grow your relationship.

Some things you might include in your weekly (and monthly/annual) planner are:

- Doing dinner together
- Scheduling a phone catch up
- Food, coffee, beer, lunch
- Exercise together
- Planned adventures, things to look forward to
- Holidays



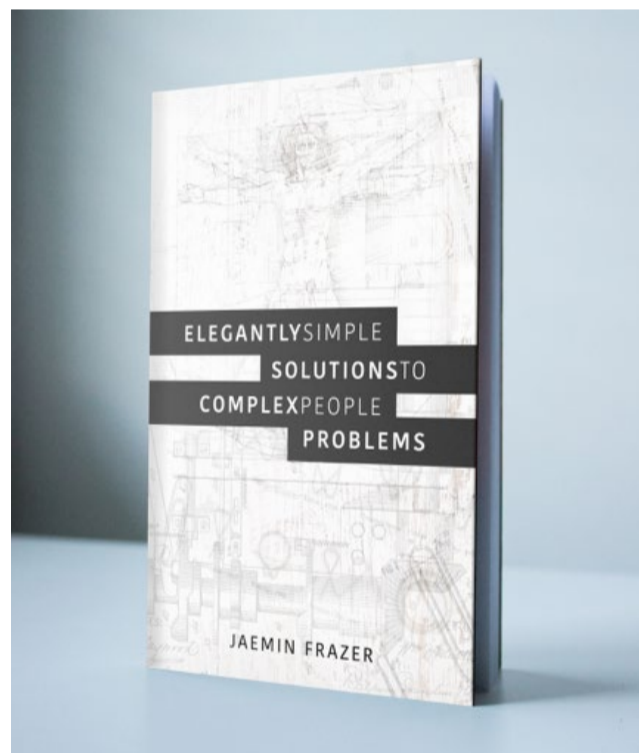
elegantly simple solutions to
complex people problems

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About Jaemin Frazer



Jaemin Frazer is one of Australia's finest life coaches. He runs his own coaching institute and is an expert in the personal development field. He has a unique way of applying powerful coaching principles to everyday life and is passionate about seeing people develop and change.

Jaemin brings an energetic and inspiring outlook to life, and is sure to encourage all listeners, readers and followers.

Ready for change? Want more out of life?

If you are looking for personal change or want to become an effective life changer make sure you check out what Jaemin and his team have to offer at www.frazerholmes.com

