

# A LIFE THAT POPs

## How to Stop Living by Inertia & Start Living

<Client's Name>,

Have you ever driven home without paying attention? You are following the rules of the road and being careful, but your concentration is on the day's events or your conversation or the songs on the radio. You suddenly find yourself in your driveway and you do not remember how you got there. It is as if an automatic pilot allowed you to move along without really thinking. Many find a certain comfort in this but I am here to say you should fire that pilot! The same mechanism that got you home safely may also be the root of many of your fears, worries and unhappiness in life. It is called inertia and the first requirement of a fulfilling life is to Stop Living by Inertia.

If you will step back in time to high school physics, you will recall that inertia is defined as: the tendency of a body at rest to remain at rest or of a body in motion to stay in motion. Quite often this defines every aspect of our lives. We are doing something so we continue doing it. We have never tried something new so we continue to not try it. On a larger scale, inertia tends to take us places we never consciously decided to go. How many of us look at our careers, for instance, and see a plan? More often we start out doing something for the most superficial of reasons: our friend told us to try it; we needed money and the job was available; it looked like a pleasant way to spend the summer; it was all I was qualified for at the time. This occurs in our personal world as well. I am comfortable believing that most of us love our spouses quite dearly. But how many of us actually set out to meet and marry this specific person? Much more common is a marriage of inertia: we are dating someone and as time goes on the relationship progresses because nothing happens to stop it. The natural destination of a relationship unchecked, of course, is marriage. In other words, you take a job just to pay the bills while you decide what you really want to be. Then you meet someone who is fun and attractive and decide to date them for a while. The next thing you know you are married and have a career. You are quite literally sitting in your driveway and you do not remember how you got home.

How often is our unhappiness a product of our fear about the future or our guilt over the past? This autopilot of inertia provides our egos with that very opportunity to wander forward in time and worry about the future or go back in time and find guilt. We cannot be in two places at once; yet when we live by inertia and place our lives on auto pilot, we are hopelessly trying to do just that. Our egos are traveling in time while our physical being – our energy – is happening here and now. So how do we Stop Living by Inertia?

## A Life That POPs

The answer to this is not so difficult, yet the implementation can be difficult enough that few even try. The answer lies in living a life that is **Present, Oriented** and **Purposeful**; a life that POPs. To achieve this we need to create strategies that allow us to POP – that reorient and refocus our perceptions. The most personal of these strategies explores what it means to be **Present** and finds ways to stay in the moment when our ego calls us forward to fear or backward to guilt. The toughest of the three strategies is living honestly and **Purposefully** all the time. I sincerely hope we get to work together on some of those strategies over time. But the primary strategy, the all important first step and the base upon which we build a Life That POPs, is the creation of a Life Manual.

## The Life Manual

The Life Manual is intended to serve exactly as that: a manual for life. Your very own “how-to” manual for acting upon your self and overcoming your inertia that will serve to keep you **Oriented** toward your goals while achieving them. I update mine at least once a year as my goals and experiences dictate. My program and the Life Manual itself are based on the five areas of life which, when balanced, allow us to have prosperity while serving our purpose. In order to have any lasting peace and prosperity, we must have balance. We must balance the five areas of our lives that together make up the W.H.O.L.E.

The five areas are:

- **Work** – what you do to sustain yourself materially
- **Health** – the most important area as it allows you to enjoy the other four
- **Oneness** – your connection to a higher power of your own understanding
- **Love** – your relationships with family and friends
- **Ego** – what you do because it nourishes you on a personal level

In the following pages you will create Section I of your Life Manual: the crystallization of your passions and dreams into goals. Combined later with a road map and a time management system you will have a complete Life Manual: a year to year instruction book for achieving your goals and improving your life.

The journey to a Life that POPs never ends. I am honored you have chosen to share some of your journey with me. The very first step is to make your next step on autopilot your last. Stop moving by inertia and take a look around; see what a miraculous world we live in right here and right now.

# OUTLINE

## SECTION I

1. Life Manual – P.D. Carvi
  - a. Mission Statement - *Passion & Decision*
  - b. Goals - *Commitment & Action*
  - c. Vision - *Review & Vision*

## SECTION II

2. Road Map
  - a. Metric
  - b. Tactic
  - c. Activity

## SECTION III

3. Time Management System
  - a. Time Blocking

## SECTION I

Meet Mr. *PD CARVI*

The key to achieving a goal is to understand that what you are really undertaking is change. Accepting change when we have no choice is difficult enough. But trying to bring about a change of our own volition – even one that benefits us tremendously - is exponentially more difficult. The obstacles can be plentiful and our purpose may be ridiculed. Even beyond the roadblocks and the doubt of others, our most challenging foe most often comes down to *inertia*.

We are subject to the same laws of physics that affect all matter. The law of inertia dictates that a body in motion will continue in motion and a body at rest will continue at rest... unless acted upon by an outside force. We are all creatures of habit and comfort. Unless acted upon by a great enough force, we will continue to do what we have always done whether it is in our best interest or not. Unless spurred on by something powerful enough, we will continue to not do whatever it is we are not doing, no matter the benefit of action. If overcoming our own inertia were easy, it would take little effort to quit smoking, or keep an exercise routine, or take a risk on a new and better job.

So, how do we act upon our own inertia? What is required to change our direction or start our movement toward a goal? It begins with these six steps, which I have shortened to the acronym PD Carvi:

- Passion – what are you truly passionate about?
- Decision – make one to embrace your passion.
- Commitment – align yourself and your goals with your decision.
- Action – take steps toward these goals.
- Review – fine tune your progress against your goals.
- Vision – “see” the outcome of your journey

One last note before you begin these six steps. The journey you are embarking on will result in specific goals and missions. But it begins with creativity. As you answer the questions and go through the exercises below, allow your mind to wonder and wander. Write down your thoughts in free form. Do not edit or critique yourself as you go. There will be editing later. In the beginning you are engaging in an exciting round of personal brainstorming. I would strongly suggest that the following exercises be done in one long sitting, without interruption of life and responsibility. Set aside a few hours just for you and let yourself dream. You deserve it. Now that you are ready, take the first step and begin your Life Manual.

• **Mission Statement – PD Carvi: *Passion and Decision***

This is where we look at our PASSIONS. What do we really care about? What makes our juices flow? In its simplest form, what would we be doing if we could do anything and know success? Once we have looked at our passions, we must decide if we are willing to go after them. We have to make a DECISION.

Answer the following questions:

- What am I passionate about?
  - 
  - 
  - 
  -
- What do I enjoy?
  - 
  - 
  - 
  -
- What do I want?
  - 
  - 
  - 
  -

Synthesize the above answers into 5-10 mission statements. An example of a mission statement is: My mission is to enjoy great health or My mission is to earn enough money that I can travel the world or My mission is to retire by age 55. Do not combine or edit, just put it down on paper.

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

My mission is:

- **Goals – PD Carvi: *Commitment and Action***

In the following spaces, write 3-6 goals for each of the areas. Next to each area I have given you some thoughts to stir the creative pot. As with the Mission Statements, do not edit yourself. Just get what is in your head and your heart down on paper.

**WORK:**

How much should you earn? Is money the reason you work? What other ways might you be compensated for your work? What would you ideally do for a living? What will be said at your retirement party and when will that be?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**HEALTH:**

Does your external body match your internal ideal? Are there any sports or athletic hobbies that you would love to try? Do you have any health issues and how would you change them? How long would you like to live?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**ONENESS:**

Where do you fit in the grand scheme of the Universe? How do you communicate with your greater power? What is your purpose for belief? What is your purpose? Why are you here?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**LOVE:**

How would your relationships look if they were ideal? Are there relationships you would repair? Relationships you would end? What effect would you like to have on those closest to you? What does your love life look like ideally?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**EGO:**

What activities validate your sense of self without other purpose? If money were never a concern, what would you be doing? How do you connect with the world around you? What will be said at your eulogy?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**S.M.A.R.T. Goals**

We must create goals and more to the point, they must be S.M.A.R.T. goals. That is to say, they must be Specific, Measurable, Attainable, Risky and they must have a Time component. Creating such goals brings us two great benefits. First, we can positively COMMIT to a well-designed goal with an expectation of success. Otherwise, we are committing to a change in direction, but without any specific destination in mind. The second benefit of creating well-crafted goals is the opportunity for ACTION. Once our destination is clearly before us, we can take action and begin our journey.

Goals may be a mix of short term, medium term and long term in their reach. Your Life Manual is designed to be rewritten each year. Optimally, you will have a long term goal that you are moving towards and use your short and medium term goals to move down the path.

A few examples of goal which fit the S.M.A.R.T. rules:

- I will lose 4 inches around my waist by June 21<sup>st</sup> (as opposed to “I will lose weight for swim suit season.”)
- I will be a District Manager within 6 months (as opposed to “I will be recognized at work.”)
- I will spend 1 hour every evening talking/playing games/reading with my children (as opposed to “I will spend more time with my family.”)



Go back again and read your answers to what you are passionate about, what you enjoy and what you want. Once you have those passions in your mind's eye, reread the broad, unedited goals you have just written down. Keep in mind that when we commit to action later, we are going to commit for one year. Now take the time to narrow your goals down into three S.M.A.R.T. goals for each area that makes up the WHOLE.

### **WORK**

1.

2.

3.

### **HEALTH**

1.

2.

3.

### **ONENESS**

1.

2.

3.

### **LOVE**

1.

2.

3.

## **EGO**

- 1.
- 2.
- 3.

Congratulations! You have taken the five key areas of your life and created goals that are based on your passions. By following your own passion and utilizing the tenets of the S.M.A.R.T. system, you have created goals that are lofty but attainable. These are goals that will change your life for the better starting right away.

With these goals clearly in mind, you are ready to write a concise Mission Statement. This is what gets you up early and keeps you up late. You can read this when times appear their darkest and find motivation to get going. Mission Statements usually begin with “I will...” or “I am...” and encompass your most impassioned goals. Look over the mission statements that you previously wrote and reviewed for your goals. Also, review your goals. Now create a short, single paragraph Mission Statement for your life this year. It can be money, service, love... whatever your mission is; but it should drip with PASSION!

### MY MISSION STATEMENT

- **Vision – PD Carvi: *review and vision***

The final page of Section I in your Life Manual serves somewhat like a compass. You use this section to check your current position against your goals. Here you can REVIEW your progress and see how you are doing. This is also where you create your VISION of what life looks like as you achieve your goals. This last part is of greatest importance. An accurate and detailed vision of your life as your goals come to fruition is the strongest tool you will carry in your Life Manual. Your subconscious mind – the part of us that is most connected to our ability to believe, receive and achieve - does not know the difference between reality and a detailed vision. The more detailed the vision, the more your subconscious mind comes to understand that vision to be your reality and the more your actions and beliefs will manifest themselves into becoming reality.

Your Vision Statement shows you what it looks like once all your goals have been achieved. It should be written in the first person using dynamic action words. Your vision is “after the fact”; meaning all your goals have already been achieved. So how do you write a Vision page? You already have the ingredients. The first paragraph should describe your ideal day in detail. Go back and look at your answers to the question “What do I enjoy?” Your second paragraph should describe the results of achieving your every goal. Again, go back and look at your answers to the question “What am I passionate about?” Finally, your third paragraph should vividly describe how your ideal life looks. Go back and review your answers to the question “What do I want?”

### WHAT IT LOOKS LIKE

You now have a Mission Statement, a set of Goals and a vision of: What it Looks Like. You have completed Section I of your very own Life Manual. This is the most important and - if you were painfully honest in your answers - probably the most difficult part to finish. You may choose to go forward and build on this to create Section II: The Road Map. Finally, you will have everything you need to create Section III: Your Time Management System. This first section contains all of the ingredients to keep you Oriented toward your goals, however, so you may stop here and move on to creating strategies for remaining Present and Purposeful. Either way you have taken the first step towards Living a Life that POPs.

Read your Life Manual every morning when you wake up and every night before you go to sleep. Let the law of attraction work for you. With your Life Manual you have laid the foundation for balance, peace and prosperity.

**END OF SECTION I**