

# Success Mapping

Achieve What You Want. . . Right Now!

by Arlene Johnson

## Be Your Own Guide

Prepare for your success journey with confidence.

### QUICK OVERVIEW

If success had an address, you could simply input its coordinates into your GPS and drive directly to your desired destination. In *Success Mapping*, Arlene Johnson offers strategies and processes to help you achieve your goals almost as easily. Using her eight-step process, complete with worksheets and checklists, you'll learn how to determine the best path, overcome obstacles and efficiently manage detours so you can create the life you want.

Beyond the easy-to-follow Success Map, a personalized plan for achieving your goals, the practical resources offered in this book set it apart from others in its genre. Rather than simply telling readers to become problem solvers, make a decision or deal with change, Johnson teaches us the process of taking each of these necessary steps. The result: You learn not just what to do, but *how* to do it.

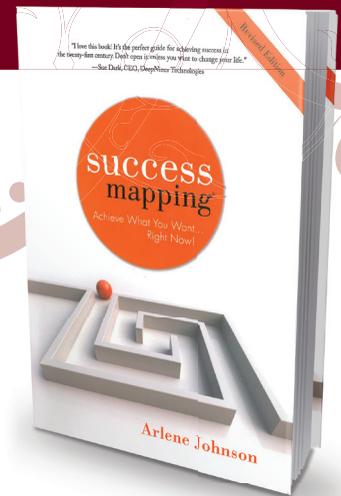
This summary includes insights on creating an intention statement, problem solving, overcoming obstacles and dealing with the inevitable change that accompanies growth.

### APPLY AND ACHIEVE

Obstacles come in many shapes and forms: sick children, lack of funds, negative friends, poor planning and natural disasters, for example. You have no control over where you'll be when an earthquake hits, but you can set yourself up for success by identifying and preparing for potential obstacles. Johnson was on the 19th floor of a hotel when an earthquake rocked the building. Because the architect had planned for potential earthquakes, the building withstood the quake and kept its inhabitants safe.

What can you do to prepare for the unexpected? Start by expecting it! Take a moment now to think about one specific goal you want to achieve. On a piece of paper, list all the obstacles that could potentially block your path. Next to each obstacle, write out at least one solution—a course of action you could take to either prevent or to overcome it.

Rather than worry about the what-ifs, identify them and make a plan for dealing with them. Most of the time, the unexpected won't happen. By preparing for obstacles, you'll be equipped to handle them without losing your momentum.



Greenleaf Book Group Press  
© 2011, Arlene Johnson  
ISBN: 9781608321391  
208 pages, \$21.95

### SUCCESS Points

*From this book you'll learn how to:*

- Become a problem solver
- Prepare for obstacles so they don't block your success
- Reframe negative beliefs and create positive, enabling beliefs
- Confidently make decisions

# SUMMARY

## *Success Mapping*

**W**hat do you really want to accomplish? Regardless of your situation, if you're not really clear on what you want to achieve next, you run the risk of wasting time and energy with a detour in your business or personal situation. To help you achieve what you want, decide and focus on exactly what you want to achieve next in your career or personally.

Success Mapping is a step-by-step process that enables you and your company to focus on and accomplish what's most important now.

So, think about your life possibilities and the many ways you could spend your time and energy. What matters most to you at this time?

Answering the following two questions is the first Success Mapping step that helps you know two important things:

- What do you want to protect and do more of, change or accomplish? and
- Are your thoughts, feelings and actions focused on achieving that goal?

Once you've answered these questions, you're ready to start your Success Map. The Success Map is a summary document of all your important decisions as you move through the eight progressive steps of Success Mapping. Your Success Map becomes your personal guide to keep you on track and moving forward until you achieve your desired goal results.

Building a plan designed for success requires a strong yet flexible foundation—like what you find in a well-constructed building. I learned the importance of this firsthand during an earthquake.

When the earthquake hit, I was on the nineteenth floor of a hotel in a foreign country. The building swayed side to side with an eerie creaking sound as cracks knifed across the ceiling. Who knew the movement of a building could make such terrible sounds?

People talk about experiencing raw fear. I now know what that means. Although the tremor lasted less than three minutes, it felt much longer. The effect of that 7.2-magnitude earthquake was devastating. More than 200 lives were lost, and there was massive damage to buildings, homes and parks.

What saved us? My hotel, and surrounding newly constructed buildings, survived the quake because of the intention of the architect's design. The buildings were constructed to withstand, with relatively minimal damage, any movement

under the foundation. Fortunately, the foundation was designed to be strong and flexible.

With this scenario in mind, place yourself in the role of architect designing your own life experience. Once you decide what you want to achieve, your intention for what you want to be and do in your business or personal life will provide the focus and stability you need to move forward.

Creating your Success Map as you move through each Success Mapping step provides you the structure of strength and flexibility, leaving you free to focus on the best decisions to make next and the actions to take to achieve your desired outcome.

## **MOVING FROM HOPING TO HAVING, THROUGH INTENTION**

We are very busy people! Most of us are operating in overload as it is, with our plate full of demands for our time and energy. It's no wonder our goals are put on hold. Who has the time or energy to do more or achieve something different?

The key is to focus the time and energy you do have to achieve specifically what is most important for you at this time. Your Intention Statement states exactly what you are going to accomplish and is the real starting point of your Success Map. It keeps you energized, engaged, and focused on making the best decisions and taking the best actions. Like your own personal North Star, it keeps you headed in the right direction to realize your life dream or goal.

Think of it this way: When you decided which goal to achieve, you set up a target with a big red bull's-eye. But that alone will not get you what you want if you never aim at or hit your target. We have enough non-realized goals and targets as it is. Your Intention Statement is what keeps you at target practice with all arrows headed in the right direction. Hitting your target is much easier and quicker!

Even if your path is littered with stumbling blocks, your Intention Statement enables you to keep moving forward.

## **WITHOUT INTENTION, GOALS ARE JUST GOOD IDEAS**

You can have many life goals, but without declaring an intention about exactly where to focus your energies and actions, they can all remain unfulfilled.

With your energy focused on making change in your life, the normal life diversions will not delay or sabotage your success. Even with a momentary delay of an illness or unexpected important business or family responsibility, your intention to achieve your goal will have you quickly back on track, as soon as you can. Using your Intention Statement to keep your energy focused on exactly what you want to accomplish can immediately break a start-stop habit.

Before writing your Intention Statement for what you want to accomplish, ask yourself, “Is this specific goal what I want to focus my thoughts and actions on, right now?” If your answer is “No, now that I think about it, not now,” then let it go. Cease to burn brain cells thinking and dreaming about it. If it’s important to you, make a plan to come back to it when you are ready to take action.

If, however, your answer is “Yes, this is exactly what I want to do right now,” you are ready to write your Intention Statement to achieve what you next want to accomplish, in your work or personal life.

This is the first step of your Success Map! Write your Intention Statement for what you specifically want to accomplish now on your Success Map. It can be as succinct and brief as one sentence.

## LEVERAGE YOUR GOAL-RELEVANT STRENGTHS

Here’s the objective: Protect your time, energy, and desired outcomes by leveraging the strengths you have. Flex and build those muscles you have now, and gain needed new ones.

You can use or leverage the goal-relevant strengths you know and have right now to help you achieve your desired results more easily and efficiently, in spite of bumps in your road, by using these three steps.

1. Use the Personal Strengths Inventory below to help you identify your personal strengths. To do that, ask yourself, “Which of these personal strengths allow me to do well and enjoy what I’m doing, and are available for me to use again and again?” Your answers will let you easily identify which of the possible strengths on the inventory list are your personal strengths.

### Personal Strengths Inventory

Action oriented	Perseverance
Adaptable	Positive
Analytical	Problem Solver
Coach	Relationship Oriented
Communicator	Resourceful
Courageous	Responsible
Creative	Result Driven
Cooperative	Self-Assured
Deliberate	Strategic
Disciplined	Take-Charge
Leader	Tolerant
Organizer	Values-Based

2. Think of your Intention Statement of what you want to accomplish when using the Personal Inventory List and answer these two questions:
  - Which of those strengths would support anyone in achieving that goal?
  - Out of those, which do you have in common and are now goal-relevant strengths?
3. Identify which decisions and actions would best leverage these strengths. With each goal-relevant strength, ask yourself: “How might I leverage this personal strength to help me quickly and more easily realize my Intention Statement?”

Now you are ready to put those answers in your Success Map and get started!

## TRANSFORMING STUMBLING BLOCKS INTO STEPPING STONES

Whether a CEO or student, we all have fears, self-doubts, and concerns that can keep us from starting or achieving something important in our lives. For some, it means stopping stone-cold. For others, that fear or concern was just what we needed to get going. Did that speed bump in your path get you refocused on achieving your goal—did it get you motivated and ready to charge ahead?

Even if a specific business or personal situation has all the makings of a major roadblock preventing your success, see it

and treat it for what it is: a mere stumbling block to either move around, resolve or leverage into a new opportunity.

Regardless of how complex your obstacle may appear, step back and see that stumbling block for what it really is: *just a problem to resolve and transform.*

Whether your obstacle, business or personal, looks like a speed bump that's easy to maneuver around or a roadblock where no progress seems possible, you can rely on the Success Mapping Problem-Solving Process.

This process will do one or two things: resolve your obstacle and allow you to keep moving or, based on the new knowledge gained allow you to make clear decisions.

It's always to your advantage to strengthen your problem-solving skills. If you're thinking, "Right, I do enough problem solving already," it might be a good time to do a wee bit of self-investigation and ask yourself, "Am I just involved in a lot of conflict situations or am I known for being a problem solver?"

Being a problem solver extraordinaire is a learned skill. Essential in learning this skill is to (a) think like an investigator and (b) develop a gut-level determination to uncover "the whole truth and nothing but the truth."

The four steps of the Problem-Solving Process will flush out and resolve whatever can delay or stop you. As you review the four steps, think of what you want to achieve and ask yourself the following questions:

1. Is there an obstacle that could prevent me from achieving my Intention Statement? If so what is it?
2. What might be the real cause of this obstacle?
  - Is it an external cause... lack of time, money, or support from others?
  - Is it an internal cause... a personal fear, self-doubt, or concern?

As you might suspect, often the external causes of no time, money or support take the blame for why we don't start or complete an important life objective. To make sure you don't waste your time and energy being stuck, or fixing the wrong problem, ask yourself, "If I had the time, money and support I needed, would I take action today to accomplish what I want?" If your answer is "no," for whatever reason, you now know the cause of your obstacle is internal. This is good information. You can now resolve the real obstacle and move on.

3. What would resolve or transform this obstacle? Without judgment or editing, make a list of possible actions by answering these questions:

## The Eight Success Blockers

There are eight major reasons, "Success Blockers," that can stop you from starting something you want to achieve or completing it once you've started.

**1. Neglecting your potential.** Not believing that you can succeed with—or because of multiple options, having no clarity about—what you really want to accomplish.

**2. Lack of focus.** When your thoughts, behaviors, and actions are not laser-focused on what you want to achieve.

**3. Choosing not to engage.** Making decisions that do not help you achieve what you want. When needing to change, choosing to wait and see—and doing nothing different. Or choosing to oppose or resist engaging in the change opportunity.

**4. Ignoring your strengths.** Not knowing, not utilizing or not leveraging your personal strengths to help you more easily achieve a goal.

**5. Ignoring potential obstacles.** Not being prepared to see, resolve or transform potential stumbling blocks.

**6. Going it alone.** Not using a collaborative approach to ask for and get the specific support or resource you need to help you achieve your business or personal goal.

**7. Decisions without foresight.** Not weighing the benefits and consequences of important decisions and actions. Possible results? Decisions that are made with no commitment or that you later regret.

**8. Not being change-ready.** Allowing how you respond to change to sabotage having the life you want. Not recognizing and taking charge of the predictable change dynamics.

Even with extraordinary capabilities and an abundance of resources, these eight Success Blockers can delay you or stop you cold. Not knowing or not managing these success blockers can cause you to wait, start, stop and become easily distracted or sidetracked with other life activities.

- What new attitudes, ideas, behaviors, or actions would I be demonstrating?
- In resolving one obstacle, what new opportunities or relationships could be developed?

4. Out of all possible actions, which action would best resolve and has the highest potential to transform the real obstacle into an opportunity?

Use the Problem-Solving process to help you identify, understand and resolve any obstacle that could delay or prevent your success. The four-step process is simple by design, yet powerful in outcome.

## DEALING WITH CHANGE DYNAMICS

When going through any important change, recognize any fearful or resistant thoughts and feelings for what they really are—predictable change dynamics. That way, you can manage them instead of them managing you.

To easily manage and quickly move through change dynamics, you must recognize, take charge of and change any thought or behavior that does not support you in achieving your Intention Statement. With change, expected or unexpected, there are five normal and predictable change dynamics to prepare for and manage. So here's what to look for:

**Emotional Crisis**—This is the first change dynamic that hits you. Anger, anxiety or confusion about why you are being asked to do something different is common. Time and energy can be wasted grieving for the old. Even if you didn't like the old, now that it's gone, it looks pretty good!

**Denial**—In the second change dynamic, you're not angry or upset anymore. You've decided there's no reason to be angry or upset; besides, maybe it'll all blow over. You may think, "Maybe I won't have to do anything different. I can keep doing what I've always done and be okay."

**Identity Crisis**—Then you realize, painfully sometimes, that denial does not work. Yes, there is change, and yes, that person or group does expect you to be engaged in making the change work. Your dominating thoughts may be "Oh no, the change is a done deal, the old is gone. I don't know if I can do what they expect of me. But I have to do something! Maybe I should leave. Is this the right, job, career, school, relationship for me?"

**Engaged**—Now you are coming out of the mental fog of the other change dynamics! If you initiated the change, you now

remember why this change was such a good idea. If you are being asked to change by a person or group, you realize that, like it or not, to be successful you need to get engaged and start seeking opportunities. There's light at the end of your change tunnel. You're engaged and accomplishing actions that need to be done to experience the possible benefits from the change.

**The New Norm**—You've moved from the old, through the change dynamics, and into the new. Now the new is part of your norm, your new status quo.

## MANAGE YOUR CHANGE DYNAMICS

It's always good to remember that even if you are unaware of how you're managing changes, others are aware of it. So take control of how you respond to change. Be and do what you need to do for yourself and with others to continue to be successful in all areas of life.

With any new personal or business change, review and apply the following tips for managing your change dynamics:

- Stay focused on your end goal. Review and use your Intention Statement you wrote to keep your thoughts and actions moving forward.
- Move forward without delay by focusing on why the change has value, then on how you should progress and what you need to do next.
- Recognize when a change dynamic is causing problematic behavior, thoughts, or feelings and ask: "Is this helping me or hindering me from being or doing what I want?"
- Immediately engage: choose the thoughts, words, and actions that will quickly move you to finding value. If you're stuck, reflect on what you can do to quickly move through any of the thoughts or feelings of Emotional Crisis, through Denial and Identity Crisis, to being Engaged.
- Use your reframe technique. Cancel any preventing, negative thought by reframing it to an enabling, positive thought.
- Abandon a focus on the past. If it doesn't serve you now, let it go. This is why it's called the "past." Generate excitement for the new possibilities—even while missing the old and before you realize the benefits of the new. This has huge value for your energy and what you next want to accomplish!
- Set milestones to celebrate your successes as you transition from the old, through the change dynamics, to the new—it's fun and it works!

# SUMMARY

## Success Mapping

### ➔ **ACTION STEPS**

Get more out of this SUCCESS Book Summary by applying what you've learned to your life. Here are a few suggestions and thoughts to get you started.

1. Write your life intention statement.
2. Write an intention statement to accomplish an important business objective, then start your Success Map of best thoughts and actions to achieve it.
3. Develop problem-solving as one of your personal strengths. Use the problem-solving process to identify and resolve any obstacles (negative thoughts, other people, or circumstances) that could threaten to keep you from achieving your goal.
4. Reframe negative, preventing thoughts; shape them into enabling thoughts.
5. List your personal, goal-relevant strengths—the skills you possess that you can leverage to reach your goal.
6. Identify which change dynamic—emotional crisis, denial or identity crisis—could slow you down. Then write down the actions that would help you move past this change dynamic.
7. Visit [SuccessMapping.com](http://SuccessMapping.com). Download the Success Map and Success Mapping Checkpoints and use them for your continued success.

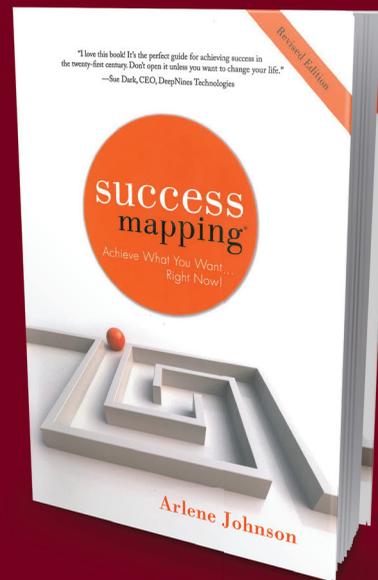
### Recommended Reading

If you enjoyed the summary of **Success Mapping**, check out:

**Mojo: How to Get It, How to Keep It, How to Get It Back if You Lose It** by Marshall Goldsmith

**Be Excellent at Anything: The Four Keys to Transforming the Way We Work and Live** by Tony Schwartz, Jean Gomes and Catherine McCarthy

**The Compound Effect** by Darren Hardy



### About the Author

**Arlene Johnson** is an internationally known speaker, author, consultant and the founder and president of Sinequanon Group Inc. She has advised Fortune 500 companies, including American Express, Hewlett-Packard, Blue Cross and Blue Shield, Texas Instruments and Lockheed Martin. With more than two decades of experience in executive leadership, sales performance coaching and change management, she helps entrepreneurial companies and the individuals comprising them to achieve the success they desire.

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