

A WORKSHOP COMPANION

YOU ARE CAPABLE OF **MORE.**

THE BOOT CAMP

All ten concepts in a single day. The teaching, the questions, and room to decide what you are going to do about it.

ONE FULL DAY · OR TWO HALF DAYS
FREE TO COPY, PRINT, AND SHARE
FROM THE BOOK BY CHRIS SUND

YOUARECAPABLEOFMORE.COM

HOW THE DAY WORKS

Ten concepts, twenty five minutes each. The shape never changes, and the repetition is the point. By the fourth block nobody is thinking about the format, they are thinking about the material.

EVERY CONCEPT, THE SAME SHAPE

7 min**Teach**

The concept gets landed. Short. This is not a lecture.

5 min**Reflect alone**

Silent writing on this page. Actual silence.

10 min**Discuss**

One question, at your table. Not the whole room.

3 min**Capture**

One line: what would I change here? Then move on.

THE GROUND RULE

Seek truth, not praise. This only works if people are honest. The goal is not to impress each other, it is to grow. Make it safe to be real, listen without fixing, and let the hard answers be the ones that matter most.

PROTECT THE SILENCE

Five minutes of quiet writing feels like a very long time. It is the only part of the day where you are alone with a question, and it is the reason you will leave with something specific rather than a general good feeling. Use it.

THE FOUR ARCS

The concepts are not a checklist. They build, and running them in order is what makes a day feel like one thing rather than ten.

CONCEPTS 1 TO 2 · THE FOUNDATION

It begins with ownership. You take responsibility for your effort, your attitude, and how you spend your time, which are the things entirely within your control.

CONCEPTS 3 TO 5 · THE BREAKTHROUGH

Growth lives past comfort. You learn to read the ceiling, retrain the voice that holds you back, and keep improving by adjusting rather than replaying.

CONCEPTS 6 TO 9 · THE STANDARD

You stop chasing praise and start seeking truth, find the gear comfort hides, lead yourself before anyone asks, and finish what you start.

CONCEPT 10 · THE PURPOSE

It was never just about you. The stronger version you have built exists so you can leave the people around you better than you found them.

01 OWN IT. EVERY DAY.

RESPONSIBILITY IS WHERE GROWTH BEGINS.

The moment you take ownership is the moment your life becomes yours again.

THE IDEA

Ownership is not blame turned inward. It is the decision to look at your own part first, because your part is the only part you can act on today. There is usually a reason something did not work, and the reason is often completely true. That is exactly what makes it so effective. A true reason and a useful one are different things.

If the cause of being stuck sits outside you, you have to wait for something else to change before anything improves. If you own your share of it, you can start this afternoon. That is the whole trade, and it is why ownership feels heavy for about ten seconds and then feels like relief.

KEY POINTS

- A reason can be true and still not help you.
- You can only act on the part you own.
- Ownership is about your effort, attitude, and response.
- The question that moves things: what could I have done differently?

CONCEPT 01 · THE TEACHING

OWN IT. EVERY DAY.

THE PART PEOPLE MISS

People read ownership as taking the blame, and it is not the same thing. A project misses its date because the vendor was late, the brief changed twice, and two people were out sick. All true. Ownership does not ask you to pretend otherwise. It asks what you could have done given all of that. Flagged the risk earlier. Asked for the decision sooner. Said out loud that the date was no longer real.

WHY IT IS HARDER THAN IT SOUNDS

Because it sounds like being told everything is your fault, and it is not. It is also harder because excuses that work are usually accurate, so giving them up feels like giving up the truth. You are not giving up the truth. You are choosing to work on the part of it you can reach.

WHAT IT LOOKS LIKE AT WORK

It is the difference between a status update that explains and one that proposes. It is who speaks first in a post-mortem. It is whether the phrase that is not my area is a boundary or a hiding place. Teams with high ownership are not harder on people. They move faster, because nothing sits waiting for permission.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 01 · REFLECT

OWN IT. EVERY DAY.

ON YOUR OWN · FIVE MINUTES, NO TALKING

Where am I blaming instead of owning?

What situation have I been explaining instead of improving?

If I removed every excuse, what would I have to admit needs to change?

CONCEPT 01 · AT YOUR TABLE

OWN IT. EVERY DAY.

1. When something goes wrong, where does your mind go first, a reason or a way forward?

2. Where in your life is what could I have done differently the harder but better question?

3. Where have you been waiting for a circumstance or a person to change before you act?

4. What does ownership look like on a team, as opposed to in one person?

CONCEPT 01 · CAPTURE

OWN IT. EVERY DAY.

GO DEEPER

**Name one situation you have been explaining rather than owning.
What would full ownership actually look like there?**

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

02 TIME IS YOUR EDGE

YOUR LIFE IS BUILT BY HOW YOU SPEND YOUR TIME.

You do not need more time. You need to stop assuming you have it.

THE IDEA

You do not find time. You use it. Every week is a record of what you prioritized, whether or not it felt like choosing at the time. Most people who say they have no time have somewhere between fifteen and thirty hours a week they cannot account for. Not wasted exactly. Unclaimed, gone in fifteen minute pieces nobody was counting.

That sounds harsh for about ten seconds and then it becomes the best news available, because a choice can be made differently tomorrow morning and a shortage cannot. You do not need more time. You need better decisions with the time you already have.

KEY POINTS

- Your calendar is a record of your actual priorities.
- Twenty minutes a day is 365 hours over three years.
- Being present is not the same as being available.
- Life is built out of ordinary days, not milestone ones.

CONCEPT 02 · THE TEACHING

TIME IS YOUR EDGE

THE PART PEOPLE MISS

Being present is not the same as being available. You can be in the room for two hours and give none of them. Most of what people regret is not time they did not have. It is time they had and spent somewhere else while their body sat in the right chair.

WHY IT IS HARDER THAN IT SOUNDS

Because busy feels like proof that you matter. It feels like being needed, like doing something with your life. Slowing down can feel like admitting you are less important than you hoped. Until somebody names that out loud, every time management idea in the room bounces off.

WHAT IT LOOKS LIKE AT WORK

Meetings that exist because they always have. Being in the room with a laptop open, which is availability rather than presence. And the quiet status that comes from being the busiest person on the team, which is a culture problem long before it is a personal one.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 02 · REFLECT

TIME IS YOUR EDGE

ON YOUR OWN · FIVE MINUTES, NO TALKING

Where is my time actually going?

What am I spending time on that is not helping me grow?

What is one ordinary moment I would give anything to have back?

CONCEPT 02 · AT YOUR TABLE

TIME IS YOUR EDGE

1. If somebody looked at your calendar from last week, what would they say your priorities are?

2. Where are you present versus merely available with the people who matter most?

3. What are you telling yourself you will do later, and what changes if later is gone?

4. Does being busy carry status where you work? What does that cost the team?

CONCEPT 02 · CAPTURE

TIME IS YOUR EDGE

GO DEEPER

Is the way you are spending your time moving you toward the person you want to become, or just keeping the current version of you running?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

03 THE COMFORT CEILING

GROWTH STARTS WHERE COMFORT STOPS.

You did not hit your limit. You just found where it used to be.

THE IDEA

Your comfort ceiling is not your limit. It is the point where your current version of yourself runs out of reasons to stay comfortable and starts getting invited to grow. It rarely arrives as a dramatic moment. It looks like hesitation, avoidance, and routines that feel safe but no longer ask anything of you.

The path runs comfort, then fear, then learning, then growth. Almost everybody turns around in the fear stage and calls it being sensible. And growth eventually becomes comfort again, which means this is not a problem you solve once. Finding your ceiling again is a sign you are moving.

KEY POINTS

- Discomfort is a signal you are growing, not a warning to stop.
- Comfort, fear, learning, growth. Most people turn back at fear.
- A bad situation forces action. A fine one never does.
- The learning stage means being visibly bad at something for a while.

CONCEPT 03 · THE TEACHING

THE COMFORT CEILING

THE PART PEOPLE MISS

Stage three is the real toll. Learning means being visibly not good at something in front of people you work with. Nobody objects to growth in the abstract. They object to that specific stretch, and knowing it is coming is most of what gets you through it.

WHY IT IS HARDER THAN IT SOUNDS

Because nothing is wrong. There is no crisis to point at and no obvious cost to staying exactly where you are. That is why this one catches more people than any of the loud barriers, and why the decision has to be made in a week where everything is fine.

WHAT IT LOOKS LIKE AT WORK

A team that hits its numbers and has not changed how it works in three years. Senior people who stopped taking the projects that would stretch them. Meetings where the safe option wins by default and nobody notices it was a choice.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 03 · REFLECT

THE COMFORT CEILING

ON YOUR OWN · FIVE MINUTES, NO TALKING

Where have I been choosing comfort over growth?

What have I been avoiding because it feels uncomfortable rather than because it is wrong?

Which of the four stages do I tend to retreat at, and why that one?

CONCEPT 03 · AT YOUR TABLE

THE COMFORT CEILING

1. Where have you mistaken comfort for a strategy, staying busy or safe instead of growing?

2. What is a conversation, risk, or step you have been avoiding?

3. What does a comfortable team look like from the outside, and what does it cost?

4. Where is there more space above the ceiling than you have let yourself believe?

CONCEPT 03 · CAPTURE

THE COMFORT CEILING

GO DEEPER

What would growth actually require from you right now, in specific terms rather than general ones?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

04 TRAIN YOUR INNER VOICE

IT WILL PUSH YOU FORWARD OR HOLD YOU BACK.

The doubt may still have a voice, but it no longer gets a vote.

THE IDEA

Not every thought you have is true. Your inner voice speaks with total confidence and no evidence, and most people never once stop to check whether it is right. It was not built by careful reasoning. It was assembled from things people said to you, moments that went badly, and comparisons you never agreed to enter, then repeated until it sounded like the truth.

Four steps get you somewhere with it. Awareness, then challenge, then replacement, then action. Most people never get past the first, and plenty never reach it at all.

KEY POINTS

- A thought is not a fact because you had it.
- Watch what you put after the words I am.
- The goal is not silence. Doubt keeps its voice, it loses its vote.
- Confidence comes after action, not before it.

CONCEPT 04 · THE TEACHING

TRAIN YOUR INNER VOICE

THE PART PEOPLE MISS

There is a difference between I did not handle that well and I am not a leader. One describes a moment you can do something about. The other is a sentence about who you are, and whatever follows the words I am tends to become the boundary you live inside.

WHY IT IS HARDER THAN IT SOUNDS

Because from the inside it does not feel like doubt. It feels like accuracy, like being realistic while everyone else kids themselves. And because people are waiting for the voice to go quiet, which is not the goal and does not happen. Waiting for silence is how people stay still for years.

WHAT IT LOOKS LIKE AT WORK

The person who has the answer and does not say it. The internal candidate who does not apply. Ideas that arrive already apologized for. This is expensive and completely invisible on any dashboard.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 04 · REFLECT

TRAIN YOUR INNER VOICE

ON YOUR OWN · FIVE MINUTES, NO TALKING

What does my inner voice say in the second right before I hesitate?

What I am label have I been repeating that may be a pattern rather than a permanent truth?

When did it last talk me out of something I should have done?

CONCEPT 04 · AT YOUR TABLE

TRAIN YOUR INNER VOICE

1. Awareness, challenge, replacement, action. Which step is hardest for you?

2. Where did your voice learn to say what it says?

3. Would you speak to someone you love the way you speak to yourself?

4. What do you want that voice to sound like instead?

CONCEPT 04 · CAPTURE

TRAIN YOUR INNER VOICE

GO DEEPER

Name one belief about yourself you have accepted as fact. What evidence actually argues against it?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

05 RELENTLESS IMPROVEMENT

REFLECT, ADJUST, AND KEEP MOVING FORWARD.

The past is for lessons, not residence. Visit it. Learn from it. Just do not move in.

THE IDEA

The past is there to teach you, not trap you. There is a real line between reflecting on something and reliving it, and it is thinner than most people realize. Reflection asks what there is to learn and then puts the thing down. Reliving runs the same footage again looking for a different ending. Both feel like processing. Only one of them moves you.

The other half of this is drift. Everybody drifts off track. The only thing that separates people is how long they stay drifted before they correct, and the useful target is days rather than months.

KEY POINTS

- Reflection takes the lesson. Reliving takes the time.
- Everybody drifts. Correct in days, not months.
- One missed day is not evidence of failure.
- A guardrail, not a straight line.

CONCEPT 05 · THE TEACHING

RELENTLESS IMPROVEMENT

THE PART PEOPLE MISS

All or nothing thinking does more damage than any single setback ever does. You miss one day and treat it as proof the whole thing collapsed, so you stop entirely rather than lose the streak slowly. The setback was never the problem. What you said to yourself afterwards was.

WHY IT IS HARDER THAN IT SOUNDS

Because replaying a failure feels responsible, like you are taking it seriously. And because learn from it and move on sounds like being let off. It is not. Taking the lesson is harder than carrying the weight, because the lesson asks you to change something.

WHAT IT LOOKS LIKE AT WORK

Whether a mistake gets learned from or buried. Whether a post-mortem produces one changed behavior or a document nobody opens. And whether a team having a bad quarter corrects in week two or waits for the next planning cycle.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 05 · REFLECT

RELENTLESS IMPROVEMENT

ON YOUR OWN · FIVE MINUTES, NO TALKING

What recent situation can I learn from, and what actually worked in it?

Where am I reliving something rather than reflecting on it?

Where have I drifted without correcting?

CONCEPT 05 · AT YOUR TABLE

RELENTLESS IMPROVEMENT

1. Where is the line for you between reflecting on something and reliving it?

2. Where have you treated one setback or one missed day as proof you failed completely?

3. What does coming back faster look like in your life, practically?

4. How does this team handle a mistake? Does it get learned from or buried?

CONCEPT 05 · CAPTURE

RELENTLESS IMPROVEMENT

GO DEEPER

Think of a recent setback. What is the lesson, and what is the story you have been telling instead of the lesson?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

06 SEEK TRUTH. NOT PRAISE.

THE RIGHT PEOPLE SHARPEN YOU RATHER THAN FLATTER YOU.

You can protect your ego, or you can improve your performance. You do not get both.

THE IDEA

Growth does not come from being told you are doing great. It comes from being shown where you can be better. You can protect your ego or you can improve your performance, and you do not get both. Most of us have somebody in our lives who will tell us the truth, and most of us have quietly stopped asking them.

There are two jobs in this, not one. Be somebody who asks for the truth, and be somebody other people can safely give it to. The second is harder and it is the one leaders get wrong.

KEY POINTS

- Praise feels good. Truth makes you better.
- Most useful feedback stings at the time.
- Ask for it on purpose rather than waiting for it.
- Be someone others can safely be honest with.

CONCEPT 06 · THE TEACHING

SEEK TRUTH. NOT PRAISE.

THE PART PEOPLE MISS

Think of the most useful piece of feedback you have ever received, then think about how it felt at the time. It almost always stung, and it almost always came from somebody who had earned the right to say it. Now ask when you last went looking for that deliberately.

WHY IT IS HARDER THAN IT SOUNDS

Because asking for honest feedback means finding out something you cannot unknow. And because plenty of workplaces reward the appearance of having it handled, which makes asking feel like exposing a gap rather than closing one.

WHAT IT LOOKS LIKE AT WORK

Whether people say the hard thing in the meeting or in the car park afterwards. Whether the most senior person in the room ever changes their mind out loud. And whether asking for feedback reads as strength or as weakness here.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 06 · REFLECT

SEEK TRUTH. NOT PRAISE.

ON YOUR OWN · FIVE MINUTES, NO TALKING

Who in my life challenges me to grow?

Where am I avoiding feedback because it might be true?

Am I willing to hear what I need to hear, not just what I want to hear?

CONCEPT 06 · AT YOUR TABLE

SEEK TRUTH. NOT PRAISE.

1. Who tells you the truth, and are you actually listening?

2. Where might you be choosing validation over feedback that would help you grow?

3. What is a blind spot someone once named for you that you did not want to hear?

4. Is this a team where people can say the hard thing? What would make it more so?

CONCEPT 06 · CAPTURE

SEEK TRUTH. NOT PRAISE.

GO DEEPER

**Is there feedback you have been avoiding because it might be true?
What is it?**

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

07 UNLOCK YOUR HIDDEN GEAR

THERE IS MORE AVAILABLE THAN YOU THINK.

The hidden gear is not another level of talent. It is another level of honesty.

THE IDEA

That moment where you feel like stopping is usually the moment that matters most, because it is where nearly everyone else stops too. The hidden gear is not another level of talent. It is another level of honesty about what you have actually been giving.

Most of the time we are not out of capacity. We are at the edge of what is convenient, and those are very different lines. Knowing which one you are standing on is the whole skill.

KEY POINTS

- The moment you want to stop is where the next level begins.
- Convenient and capable are not the same limit.
- Coasting is quiet. Nobody sees it from outside.
- The gear sits on the other side of the comfort ceiling.

CONCEPT 07 · THE TEACHING

UNLOCK YOUR HIDDEN GEAR

THE PART PEOPLE MISS

Think of a time you had no choice. A deadline that could not move, a crisis, somebody who needed you. Almost everyone can name one, and almost everyone found more than they thought they had. The capacity was already there. It took an emergency to reach it, and the question is whether you can reach it on purpose instead.

WHY IT IS HARDER THAN IT SOUNDS

Because it sounds like an argument for working yourself into the ground, and you may already be tired. It is not that. It is about the specific moments where you back off out of habit rather than out of limit.

WHAT IT LOOKS LIKE AT WORK

The draft that goes out at good enough when one more pass would have made it excellent. The conversation that ends one question early. Nobody notices any of it from the outside, which is why only you can solve it.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 07 · REFLECT

UNLOCK YOUR HIDDEN GEAR

ON YOUR OWN · FIVE MINUTES, NO TALKING

Where have I been stopping when it gets uncomfortable?

Where do I already know I have more to give?

What excuse do I use that sounds reasonable but is comfort asking for the decision back?

CONCEPT 07 · AT YOUR TABLE

UNLOCK YOUR HIDDEN GEAR

1. Where have you been coasting, giving what is convenient rather than your best?

2. Describe a time you stayed in something longer than you wanted to. What did you find?

3. What would it look like for this team to find another gear? What would change on Monday?

4. Is there a difference between working harder and finding the hidden gear?

CONCEPT 07 · CAPTURE

UNLOCK YOUR HIDDEN GEAR

GO DEEPER

Where do you already know there is more in you, and what have you been telling yourself instead?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

08 LEAD BEFORE YOU ARE ASKED

LEADERSHIP STARTS WITH HOW YOU LEAD YOURSELF.

Confidence is not built in big moments. It is built in kept promises.

THE IDEA

No one is coming to lead you. If it is going to happen, it is going to be because you led yourself there first. Leadership is not a title. It is a set of behaviors available to anybody in the room today, including people who arrived three months ago.

And confidence is not built in big moments. It is built in kept promises. Every small thing you said you would do and then did is a deposit. Every one you skipped is a withdrawal.

KEY POINTS

- Leadership starts with how you lead yourself.
- Kept promises build self-trust. Broken ones spend it.
- The standard you hold when nobody is watching is the real one.
- You do not need permission to act like it matters.

CONCEPT 08 · THE TEACHING

LEAD BEFORE YOU ARE ASKED

THE PART PEOPLE MISS

The account those promises affect is not your reputation with other people. It is whether you believe yourself the next time you make a plan. That is why the fourth attempt at something always starts with less energy than the first, and why keeping one small promise this week rebuilds more than finishing one big thing.

WHY IT IS HARDER THAN IT SOUNDS

Because acting like it matters before anyone asked you to can feel presumptuous, and in some organizations it carries real risk. That is worth acknowledging. And then worth noticing that the people you most respect at work almost certainly did it anyway.

WHAT IT LOOKS LIKE AT WORK

Who picks up the thing nobody owns. Who tells you a date is going to slip before it slips. Who runs the meeting well when the person who called it is away. None of that needs a title and all of it gets noticed.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 08 · REFLECT

LEAD BEFORE YOU ARE ASKED

ON YOUR OWN · FIVE MINUTES, NO TALKING

Where am I waiting for someone else to push me?

Where do I know what to do but am not doing it?

What standard do I need to hold myself to?

CONCEPT 08 · AT YOUR TABLE

LEAD BEFORE YOU ARE ASKED

1. Where are you leading well elsewhere but not leading yourself?

2. What have you known you should do but keep waiting to feel ready for?

3. How is self-trust built or broken by the small promises you keep or do not keep?

4. Who on this team leads without a title? What do they actually do?

CONCEPT 08 · CAPTURE

LEAD BEFORE YOU ARE ASKED

GO DEEPER

What would it look like if you became someone you could fully trust?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

09 FINISH WHAT YOU START

STARTING IS COMMON. FINISHING IS RARE.

Most people do not fail. They leave too early.

THE IDEA

Starting is common. Finishing is rare. And the reason is not that people give up on things they care about. It is that starting runs on excitement, excitement is a feeling, and feelings leave. Usually around week four, on an ordinary day where nothing bad happens if you skip it.

Picture a stonecutter hitting a rock. He swings a hundred times and nothing visible happens. On the hundred and first it splits, and it looks like that swing was the one that mattered. It was all of them. The only difference is that he was still swinging at a point where the rock looked exactly as it did when he started.

KEY POINTS

- Most people do not fail. They stop too early.
- Invisible is what progress looks like in the middle.
- Six half-finished things is a clarity problem, not a discipline one.
- Finishing one thing badly beats maintaining six perfectly in your head.

CONCEPT 09 · THE TEACHING

FINISH WHAT YOU START

THE PART PEOPLE MISS

You stop when the results are invisible, and invisible is precisely what real progress looks like in the middle. Then you read the absence of visible change as evidence you picked the wrong thing, go and start something else, and run the cycle again next January.

WHY IT IS HARDER THAN IT SOUNDS

Because staying with something that is not visibly working feels like stubbornness, and sometimes stopping genuinely is the right call. The honest version is that most people cannot tell the difference and default to stopping. Ask what evidence would actually tell you it is not working, as opposed to not working yet.

WHAT IT LOOKS LIKE AT WORK

Initiatives launched and quietly abandoned, which teaches a team that nothing announced is real. Six things in flight and none moving. And the specific point in every project where the interesting part ends and the finishing begins.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 09 · REFLECT

FINISH WHAT YOU START

ON YOUR OWN · FIVE MINUTES, NO TALKING

What have I started but not followed through on?

Where exactly did the energy fade?

What is worth finishing right now?

CONCEPT 09 · AT YOUR TABLE

FINISH WHAT YOU START

1. What have you started and not finished, and can you name the point where it stalled?

2. Where might unseen progress be happening for you right now?

3. What is the difference, for you, between motivation and ownership?

4. Where does this team stop just before the result would have shown up?

CONCEPT 09 · CAPTURE

FINISH WHAT YOU START

GO DEEPER

Are you willing to stay with the thing you named after the excitement is gone? What would that actually take?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

10 LEAVE PEOPLE BETTER

SIGNIFICANCE IS WHO IS BETTER BECAUSE OF YOU.

Success is what you achieve. Significance is who is better because of you.

THE IDEA

Success is what you achieve. Significance is who is better because of you. They are not opposites and you do not have to choose between them, but they are not the same thing either, and achieving a great deal of one does not quietly produce the other.

Think of the person who had the biggest impact on your life. You probably had them in mind before you finished reading that sentence. Now think about what they actually did. Almost nobody names a grand gesture.

KEY POINTS

- Success fades. Impact lives on through people.
- The bar is lower than you think. It is usually ordinary.
- The people who changed you likely have no idea.
- Ask what great would look like for this person, then do that.

CONCEPT 10 · THE TEACHING

LEAVE PEOPLE BETTER

THE PART PEOPLE MISS

It is usually that somebody took you seriously before you had done anything to earn it, or told you the truth when it would have been easier not to, or simply kept showing up. Two things follow from that. The bar is far lower than we assume, and they almost certainly have no idea they did it.

WHY IT IS HARDER THAN IT SOUNDS

Because it sounds like a retirement project, something you get to once the real work is finished. It is not. It is available on a Tuesday, in a normal conversation, with somebody already in your life. And because presence is the currency, not time, and presence is harder to give.

WHAT IT LOOKS LIKE AT WORK

One question carried into the week. Before an interaction, ask what great would look like for this person, then do that. It changes how a one-to-one goes, how a handover goes, and how somebody remembers you. It costs two seconds of thinking first.

SOMETHING FROM THIS BLOCK I WANT TO REMEMBER

CONCEPT 10 · REFLECT

LEAVE PEOPLE BETTER

ON YOUR OWN · FIVE MINUTES, NO TALKING

Who has had the greatest impact on my life, and what did they do?

Where could I be more present, honest, or encouraging with the people around me?

Who needs more from me right now?

CONCEPT 10 · AT YOUR TABLE

LEAVE PEOPLE BETTER

1. Who made you better, and what specifically did they do?

2. What is the difference between the success you have chased and the significance you want to leave?

3. Where in this group has someone left you better over these ten weeks? Tell them.

4. What would it look like for this team to leave the people around it better?

CONCEPT 10 · CAPTURE

LEAVE PEOPLE BETTER

GO DEEPER

If someone described your impact on them a year from now, what would you want them to say?

ONE THING I WOULD CHANGE HERE

DOES THIS BELONG IN MY PLAN AT THE END OF THE DAY?

You will pick three concepts at 3:10. Mark this one now if it is a candidate, while it is still fresh.

BUILD THE PLAN

3:10 TO 3:40

Everything before this was input. This is where a day becomes something you act on. Of the ten, which three actually landed? Not the three you think should have. The three that did.

CONCEPT ONE

THE ONE THING I WILL DO ABOUT IT

BY WHEN

CONCEPT TWO

THE ONE THING I WILL DO ABOUT IT

BY WHEN

CONCEPT THREE

THE ONE THING I WILL DO ABOUT IT

BY WHEN

SAY IT OUT LOUD

3:40 TO 4:00

A commitment made in your head is a thought. Said in a room full of colleagues, it becomes something somebody might ask you about. That is the entire mechanism.

THE FIRST ACTION I AM TAKING, STARTING THIS WEEK

THE PERSON IN THIS ROOM WHO WILL ASK ME ABOUT IT

THE DATE WE ARE CHECKING BACK IN

THE THREE DAILY QUESTIONS

Did I take ownership today, or did I look for an excuse? Did I choose growth over comfort when it mattered? Did the way I showed up leave someone better?

Ten seconds, at the end of a day. That is the whole framework in a form you can actually carry.

WHERE TO GO NEXT

FREE, AND NOTHING TO SIGN UP FOR

- The Playbook — all ten concepts to work through on your phone or in print.
youarecapableofmore.com/playbook
- The Comfort Ceiling Assessment — take it again in ninety days and see whether the number moved. youarecapableofmore.com/comfort-ceiling-assessment
- Break the Barrier — find the one thing most in your way, and everything we have for it.
youarecapableofmore.com/break-the-barriers
- The Framework — all ten concepts on one page, worth keeping visible.
youarecapableofmore.com/start

IF YOUR TEAM WANTS TO KEEP GOING

- The 10-Week Program — one concept a week, with a week of real life in between. The version that changes how a team operates.
- The Book Club Guide — ten sessions of thirty to forty five minutes.
- The Lunch and Learn — the one hour version, useful for introducing this to another team.
- All four formats: youarecapableofmore.com/workshops

Clarity without action changes nothing. Pick one concept, be honest, then do something about it.