

Based on
**TCU Mapping-Enhanced Counseling
Manuals for Adaptive Treatment**

As Included in NREPP



PREPARATION FOR CHANGE: THE TOWER OF STRENGTH AND THE WEEKLY PLANNER

**A step-by-step guide to creating and using two card-sorting
activities designed to enrich an individual's self-esteem**

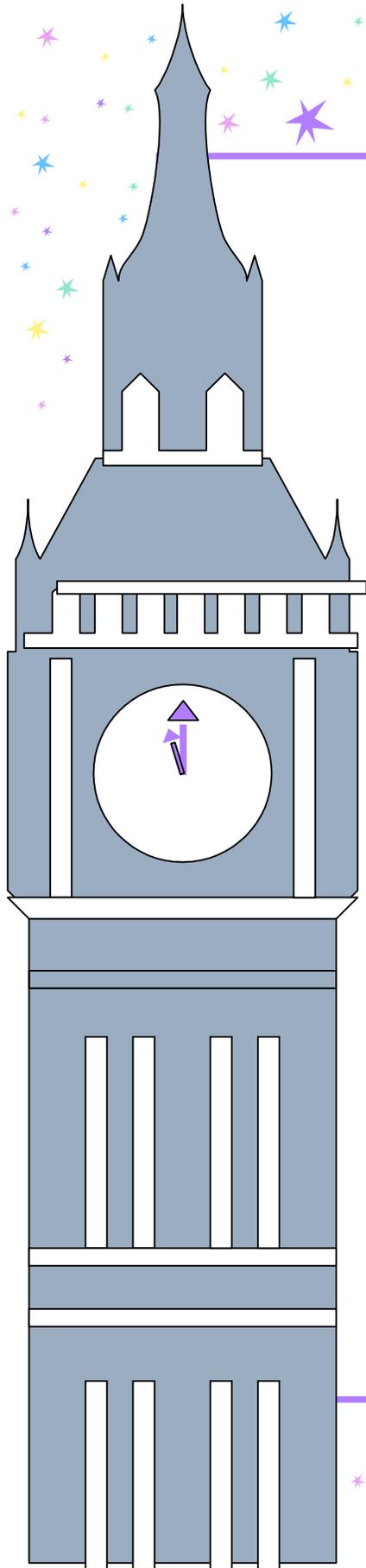
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Texas Institute of Behavioral Research at TCU
(November 1994)



TCU Mapping-Enhanced Counseling manuals provide evidence-based guides for adaptive treatment services (included in National Registry of Evidence-based Programs and Practices, NREPP, 2008). They are derived from cognitive-behavioral models designed particularly for counselors and group facilitators working in substance abuse treatment programs. Although best suited for group work, the concepts and exercises can be directly adapted to individual settings.

When accompanied by user-friendly information about client assessments that measure risks, needs, and progress over time, *TCU Mapping-Enhanced Counseling* manuals represent focused, time-limited strategies for engaging clients in discussions and activities on important recovery topics. These materials and related scientific reports are available as Adobe PDF® files for free download at <http://www.ibr.tcu.edu>.

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PREPARATION FOR CHANGE: THE TOWER OF STRENGTHS AND THE WEEKLY PLANNER

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PREFACE

This manual introduces two card-sorting activities that counselors can use with their clients to help them enrich self-esteem, maintain motivation (*The Tower of Strengths*), and remember personal goals through quotes (*The Weekly Planner*). Both activities are meant to be used early in treatment to enhance motivation and encourage openness to treatment. These activities are a part of the treatment readiness training program. This program, which has its roots in the NIDA-sponsored Drug Abuse Treatment Assessment and Research (DATAR) and Cognitive Enhancements for the Treatment of Probationers (CETOP) projects, is designed to enhance motivation, self-efficacy, and personal resources for making the most out of drug abuse treatment. Additional information on the TCU treatment readiness training program is presented in a manual edited by Dees and Dansereau (1997).

The Activities

The Tower of Strengths is a card-sorting activity in which people assess the strengths they currently possess and choose ideal strengths they would like to develop. *The Weekly Planner* is a card-sorting activity in which people choose motivational quotes to help remind them of and motivate them toward their personal goals. Both *The Tower of Strengths* and *The Weekly Planner* have been field tested with college students, clients, counselors, and scientists.

The Manual: In Brief

The manual provides detailed instructions and essential materials for the creation of both activities (some assembly required). The introduction presents the rationale behind using card-sorting activities and how the activities have been tested and used. Section 1 provides detailed instructions on how to set up and use *The Tower of Strengths* activity. Section 2 provides detailed instructions on how to set up and use *The Weekly Planner* activity. The appendices contain the main components of both activities (maps, cards, instructions, and discussion topics).

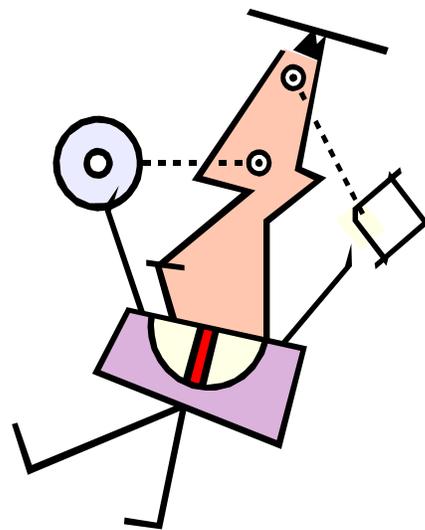
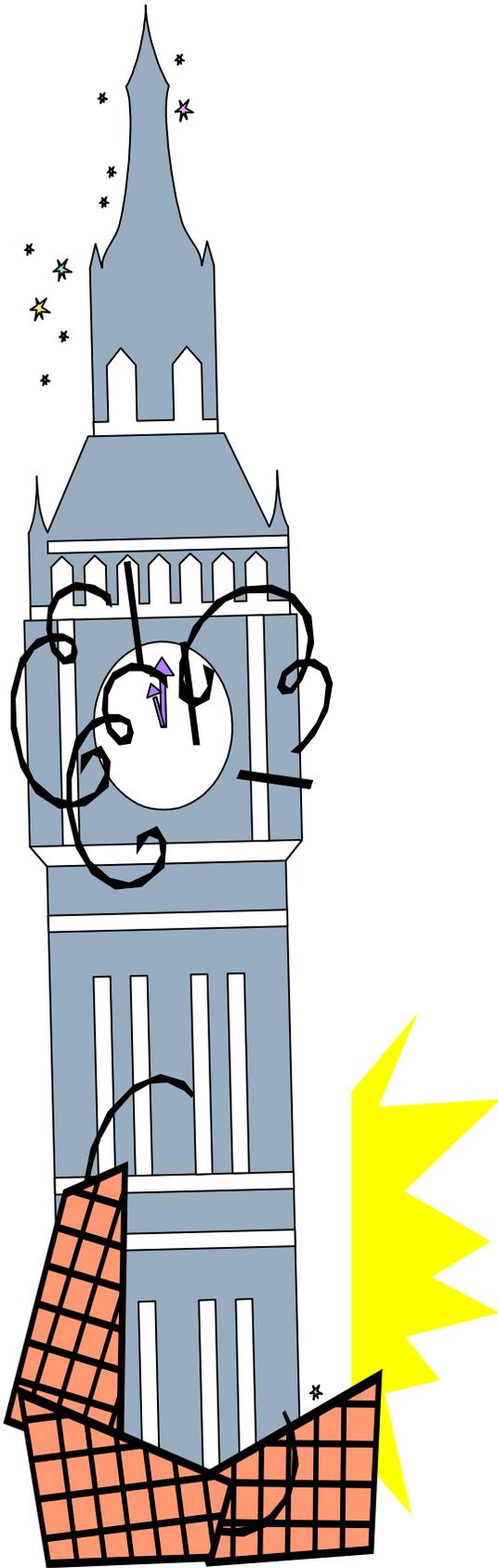
Additional Manuals

We hope that you find *The Tower of Strengths* and *The Weekly Planner* to be useful adjuncts to your own counseling strategies. We also are developing manuals for *The Downward Spiral*, a board game designed to depict realistic consequences that could occur to an individual who continues to abuse drugs. In addition to health and financial/legal risks associated with continued drug abuse, players learn how drug abuse affects family, friends, and one's sense of self-worth and personal accomplishments. There are two versions of *The Downward Spiral*. *The Original Downward Spiral* is aimed at people who are already involved in substance abuse. This version includes consequences associated with a wide array of drugs (i.e., heroin, crack, cocaine, LSD, crystal meth, inhalants, marijuana, and alcohol). *The Downward Spiral: College Version* deals with substance abuse issues college students may face. The college version focuses more heavily on alcohol abuse, although other drugs also are addressed.

Other activities for motivating clients early in treatment can be found in a manual developed for counselors as part of a grant from the National Institute on Drug Abuse (see Dees & Dansereau, 1997, for more information). The Institute of Behavioral Research has been involved in developing strategies for improving treatment process and outcomes (For review, see Simpson, Joe, Dansereau, & Chatham, 1997). Additional manuals developed by the Institute of Behavioral Research at Texas Christian University include *Mapping New Roads to Recovery: Cognitive Enhancements to Counseling*; *Time Out! For me: An Assertiveness/Sexuality Workshop Specially Designed for Women*; *Time Out! For Me: A Communications Skills/Sexuality Workshop for Men*; *Approaches to HIV/AIDS Education in Drug Treatment*; and *Straight Ahead: Transition Skills for Recovery*. Copies of these materials are available through Lighthouse Institute, a nonprofit division of Chestnut Health Systems in Bloomington, Illinois. To order call (309) 827-6026, or visit their website at www.chestnut.org.

SECTION 1

HOW TO SET UP AND USE THE TOWER OF STRENGTHS ACTIVITY*



* Some of our readers may want information on how the activities were developed, tested and used. Feel free to skip ahead to Section 3: Background Information.

OVERVIEW OF THE ACTIVITY

The Tower of Strengths (Figure 1) on the next page has been filled out to serve as an example when instructing people how to complete this task. It can be copied and/or made into an overhead. To suit variations in aesthetic tastes, copies of different styles of blank "*Tower*" maps are included in Appendix A (pp. 30-33).

Ten strengths that a person already has are selected from a set of 60 pro-social cards (see pp. 34-41 in Appendix A) and then written into the "Foundation of Actual Strengths" on *The Tower* map along with the associated letters that are found on each card. The letters stand for different parts of the self that the strengths reflect. These are called "parts of you," and are described on an explanation sheet (pg. 29 of Appendix A). After reading the "parts of you" explanation sheet, the existing strength summary is filled in on the bottom flag of *The Tower*. Each participant draws a picture or writes a brief phrase to serve as a personal reminder of when it has been successfully used in the past. Five desired strengths are then selected and written, with their associated letters, on the upper part of *The Tower*. Finally, the "parts of you" summary of desired strengths is written in on the top flag on top of *The Tower*.

Figure 1.

PARTS OF YOU
 Write down how many strengths of each type you desire.
 S = 2 T = 1 H = 1 E = 1
 M = 0 L = 0

Write down how many actual strengths of each type you have.
 S = 2 T = 3 H = 2 E = 0
 M = 2 L = 1

ADAPTABLE T

HEALTHY	H	PATIENT	E
POLITE	S	FRIENDLY	S

↑ **DESIRED STRENGTHS** ↑

 family	LOYAL	S	SINCERE	S	commitment
↑ business	AMBITIOUS	M	SMART	T	★ At X-mas
 Good times	MUSICAL	H	PRACTICAL	T	Ⓞ Repaired TV
	ATHLETIC	H	CURIOUS	M	☾ science
Ⓞ with self	HONEST	L	LOGICAL	T	📄 work

↑ **FOUNDATION OF ACTUAL STRENGTHS** ↑

THE TOWER OF STRENGTHS

WHAT DO I NEED TO SET UP *THE TOWER OF STRENGTHS*

Each *Tower of Strengths* set consists of a *Tower of Strengths* map, a strengths card deck, a "parts of you" explanation sheet, an instruction sheet, and something to write with.

***The Tower of Strengths* Maps (Pages 30-33)**

The Tower of Strengths map contains 15 boxes that are to be filled in with personal strengths from the card deck. The bottom 10 boxes are to be filled in with strengths the participant currently has (existing strengths) and the 5 boxes at the top are to be filled in with strengths the participant would like to have (desired strengths). The summary flags on the top of *The Tower of Strengths* are filled in with how many desired and existing strengths from each of the "parts of you" a person has chosen. Strength card types are indicated by the letter on each card and described on the "parts of you" explanation sheet (p. 29). Pages 30-33 of Appendix A have several different *Tower of Strengths* maps to choose from. We include several versions so that each *Tower of Strengths* can be aesthetically appealing and unique.

The Strengths Card Deck (Pages 34-42)

The strengths card deck consists of 60 different strength cards (pp. 34-40). The cards should be printed in different colors to symbolize six different parts of the self (social, thinking, health/performance, emotional, motivational, and life view). We also include a page of blank cards so that more strength cards can be added to the deck if desired (p. 41). A strength list is included also for situations in which using a card deck is not convenient (p. 42).

A "Parts of You" Explanation Sheet (Page 29)

A "parts of you" explanation sheet is included in Appendix A. This explanation sheet explains the parts of self that the strength cards come from (indicated by the letter on each card). Participants can then see in which parts of themselves they are strongest and weakest.

The Instruction Sheets (Page 26-28)

An instruction sheet for participants (p. 27) and a procedure sheet for counselors (p. 28) is included in Appendix A. The instruction sheet should be passed out to each participant. The counselor procedure sheet is helpful if you are doing this activity in a group.

Some additional materials are needed that are not included in the manual. They are:

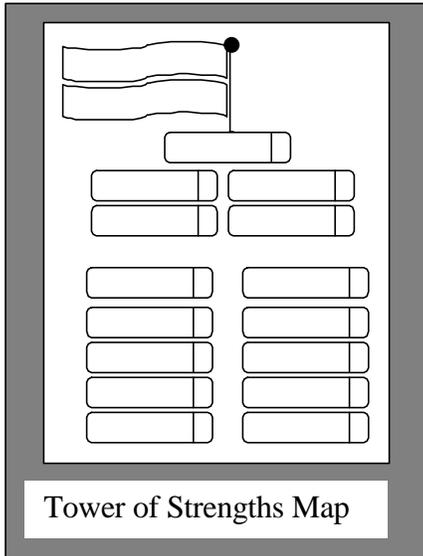
- access to a copy machine *Note: Some copy machines cannot use cardstock. Find out the types of paper your copy machine can handle before buying paper.*
- 8.5" x 11" regular weight paper for *The Tower of Strengths* Map, the "parts of you" explanation sheet, the instruction sheet, and the counselor procedure sheet (3 pieces of paper per *Tower of Strengths* set, plus one for the procedure sheet)
- red, white, green, yellow, blue, and purple cardstock for the strengths cards (1 piece of paper of each color per card set). Plain white can be used for all decks, if colored cardstock is not available.
- scissors to cut out the cards
- a rubber band to hold the deck together
- a pen or pencil *Note: Since participants sometimes like to decorate their Tower maps creatively, providing crayons, felt pens, or calligraphy pens is often useful.*

HOW DO I SET IT UP?

First decide how many *Tower of Strengths* sets you would like to make initially. You will want to multiply "the recipe" by that number. Copy out of the manual the "parts of you" explanation sheet, your *Tower of Strengths* map preference, and the instruction sheet. Copy as many of these as needed on regular 8.5" x 11" paper. Keep the originals in good shape so that new decks can be made whenever needed.

Carefully copy the six pages of strength cards. Each of the pages of strength cards tells you which color cardstock to use. Copy the strengths onto the appropriate color cardstock (e.g., the social strengths page is copied onto red cardstock, the cognitive strengths page is copied onto white cardstock, etc.). If for some reason you cannot use cardstock, regular colored paper can be used. However, we do not recommend regular paper for the cards because the card deck will be rather flimsy and unlikely to last long. If this is an issue, cards made on regular paper can be protected by lamination, using a protective spray, or by covering the cards in transparent shelf paper (make certain you do this before cutting the cards out).

Cut the cards on the dotted lines and assemble the card deck. Shuffle the different colors together. If you are making more than one deck, make certain each deck has all 60 strengths from the different areas of self. Then put a rubber band around each deck, include something to write with, and you are done! A step-by-step checklist is included for your convenience on page 25 of Appendix A.



HOW DO I USE THE TOWER OF STRENGTHS?

Give each person who is participating 1) a *Tower of Strengths* map, 2) a strengths card deck, 3) an instruction sheet, 4) the "parts of you" explanation sheet, and 5) something to write with. The counselor procedure sheet gives detailed instructions (p. 28 of Appendix A). Have participants put all of the materials except the strength card deck out of the way. Explain that the purpose of *The Tower of Strengths* is to consider existing strengths and strengths that would be useful to develop. Then have them go through the card deck and choose 10 strengths that describe them. These should be their 10 most important strengths.

Next, have the participants take out *The Tower of Strengths* map. Have them write their 10 strengths and the associated letters (from the right side of each card) in the 10 boxes at the bottom of the page (The Foundation of Actual Strengths). The "parts of you" explanation sheet will tell what each letter stands for. Mention that the flags and the top of *The Tower* (Desired Strengths) should remain blank for now. Have them keep the 10 strength cards separate from the rest of the deck even after they have written them on their map.

In Brief Using the Tower of Strengths

1. Pass out materials: Tower map, card deck, instructions, "parts of you" explanation sheet, and a pencil.
2. Sort through strength deck, choose 10 existing strengths and write into the Tower map.
3. Draw a picture as a reminder of when the strength has been used in the past.
4. Read the "parts of you" explanation sheet.
5. Fill in "parts of you" summary flag.
6. Discuss existing strengths.
7. Sort through deck, choose five desired strengths and write them in.
8. Fill in the desired strengths summary flag.
9. Wrap-up discussion.

Have the participants draw a picture or write a brief description that shows how they have used each of their strengths in the past. This step is especially useful if you are doing the project in a group, because the people who finish early can work on this while others continue to select their 10 strengths.

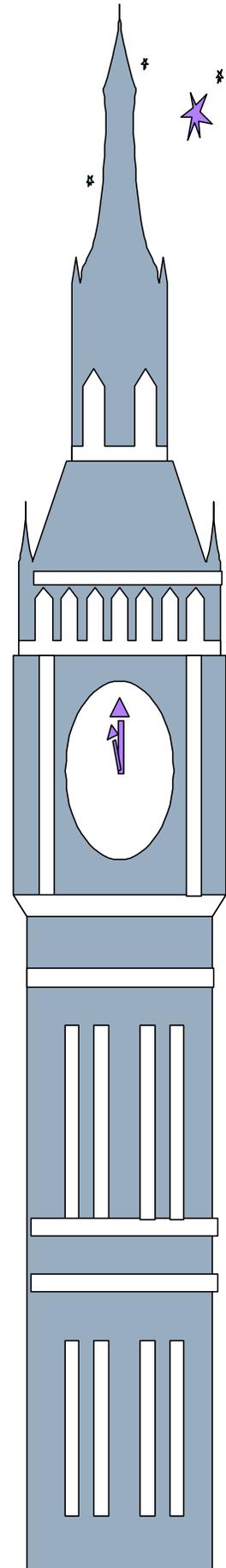
Next, have them take out the "parts of you" explanation sheet. Explain that the letter (and/or color) on the cards indicates the part of the self that strength is from (e.g., s = social).

Explain what the different parts of self represent or let them read about them on the explanation sheet. Then have them fill in the "parts of you" summary flag (on the top of the *Tower*) that refers to actual strengths, indicating how many of their 10 strengths came from the various parts of the self.

After everyone has had a chance to complete these steps, you may want to have a discussion about the strengths selected (see the discussion topics on pp. 43-45 of Appendix A). It is often helpful to have the participants share their strengths and discuss how they have used them in the past and how they may use them in the future. It also may be useful to discuss how certain strengths can become weaknesses. For example, being too adventurous may be problematic for some individuals. Discussions about the strongest and weakest parts of the self also can be helpful.

After the discussion is over, have participants sort through the remaining strengths, and have them choose five strengths they would like to develop. Emphasize that they should choose strengths that are realistic goals for them. They should write the strength that they most want to develop at the very top of *The Tower of Strengths*, along with its code letter indicating the card type. Then, they should write the remaining 4 desired strengths in the blank boxes that remain in the top section of *The Tower of Strengths* map. Have them fill in the remaining flag on *The Tower* with the number of desired strengths from the divisions of self.

A wrap-up discussion can follow (see pp. 43-45 of Appendix A for discussion questions). Participants can keep their completed *Tower of Strength* map for future reference.



WHAT ELSE CAN I DO WITH THIS ACTIVITY?

Tower of Strengths Updates

Although it is not necessary, it may be useful to have a follow-up discussion a few weeks or even months later (see p. 45 of Appendix A for follow-up discussion questions). Participants can discuss progress they have made on developing their desired strengths, as well as difficulties encountered. Participants can also discuss new ways to apply their existing strengths. They can also do a new *Tower of Strengths* to indicate the strengths they may have developed.

How Do Others View You?

Another way to use *The Tower of Strengths* is to use it as a tool to see how other people view the participant. Have the participant give *The Tower of Strengths* tasks to a supportive friend or family member who can indicate what they think the participant's strengths are and which strengths would be useful for him or her to have. Participants could then discuss any discrepancies between their personal *Tower of Strengths* and those that others created for them.

SECTION 2

HOW TO

SET UP

AND USE

THE

WEEKLY

PLANNER



OVERVIEW OF THE ACTIVITY

The Weekly Planner (Figure 2) on the next page has been filled out and may be used as an example when instructing people in doing this task. It can be copied and/or made into an overhead. To suit different artistic preferences, copies of different styles of blank *Weekly Planner* maps are in Appendix B (pp. 51-56).

The quotes are selected by working with a set of 87 motivational cards (see pp. 57-68 of Appendix B). There are blank quote cards so that the quote deck can be expanded to include additional quotes (p. 69). The quotes are written into the *Weekly Planner* map, one for each day. It may be important to choose motivational quotes that are appropriate for each day of the week. For example, if Mondays are days when it is really hard to concentrate, a quote that reminds a person to stay on task would be appropriate. Discussions on how to apply the quotes to everyday life should follow (see pp. 74-76 of Appendix B).

WEEKLY PLANNER

Do not bite at the bait of
pleasure til you know there
is no hook beneath it.

-Thomas Jefferson-

MONDAY

Those who have the most to do
and are willing to work will
find the most time.

-Samuel Smiles-

TUESDAY

A journey of a thousand miles
must begin with a single step.

-Lao Tzu,-

WEDNESDAY

God gives every bird his worm,
but he does not throw it into the
nest.

-P. D. James-

THURSDAY

vitality shows not only the
ability to persist but the ability
to start over.

-F. Scott Fitzgerald-

FRIDAY

Life is like a bag of snakes, you
don't know which ones are
poisonous until they bite you.

-Anonymous-

SATURDAY

The coward may die a thousand deaths;
the brave but one.

-William Shakespeare-

SUNDAY

WHAT DO I NEED TO SET UP *THE WEEKLY PLANNER*?

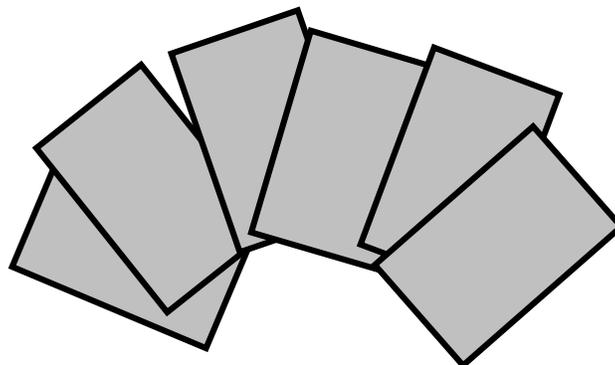
Each Weekly Planner set consists of a *Weekly Planner* map, a quote deck, an instruction sheet, and something to write with.

The Weekly Planner Map (Pages 51-56)

The Weekly Planner map contains seven blank boxes, each labeled with one day of the week. The participant writes one inspirational quote in each box. In Appendix B (pp. 51-56), there are several different *Weekly Planner* maps. Pick one that appeals to you or your client. One reason we include several versions is that we want each *Weekly Planner* to be aesthetically appealing to its creator so that he or she will want to look at it and/or put it on display.

The Quote Deck (Pages 57-73)

The quote decks consist of 87 different motivational quotes. Some are simple quotes, and some are more complex. It is often useful to have participants discuss quotes that seem confusing to help them understand what they mean. We also include a page of blank cards so that additional quotes may be added (p. 69). A quote list is included for situations in which using a card deck is not convenient (pp. 70-73).



The Instruction Sheets (Pages 48-50)

A one-page instruction sheet is included in Appendix B (p. 49). The instruction sheets should be passed out to each participant, especially if *The Weekly Planner* is being done independently. Even if the directions are read out loud, the instruction sheet can be passed out so that participants can read along. A counselor's procedure sheet is also provided (p. 50). It gives detailed instructions on how to use *The Weekly Planner* in group settings.

Additional materials are needed that are not included in the manual. These are:

- access to a copy machine *Note: Some copy machines cannot use cardstock. Find out the types of paper your copy machine can handle before buying paper.*
- 8.5" x 11" regular weight paper for *the Weekly Planner* map, and the instruction sheet (2 pieces of paper per set)
- 8.5" x 11" cardstock in whatever color you prefer (11 pieces of paper per set)
- scissors to cut out the cards
- a rubber band to hold the deck together
- a pen or pencil. *Note: Since participants sometimes like to decorate their Weekly Planner maps creatively, providing crayons, felt pens, or calligraphy pens is often useful.*

HOW DO I SET IT UP?

First decide how many *Weekly Planner* sets you would like to make. You will want to multiply "the recipe" by that number. Copy the preferred version of the *Weekly Planner* map and the instruction sheet out of the manual. Copy as many of these as are needed onto regular 8.5" x 11" paper. Keep the originals in good shape so that new decks can be made whenever needed.

Copy the 11 pages of quote cards onto the color of cardstock that you prefer. If for some reason you cannot use cardstock, regular paper can be used. However, we do not recommend regular paper for the cards because the card deck will be rather flimsy and unlikely to last long. If this is an issue, the cards made on regular paper can be protected by lamination, using a protective spray, or by covering the cards in transparent shelf paper (make certain you do this before cutting the cards out).

Cut the cards on the lines and assemble the card deck. If you are making more than one deck, separate the quote card pages into complete *Weekly Planner* sets before cutting. Then put a rubber band around each deck. Put a pencil or pen with each set. A step-by-step checklist is included on page 47 for your convenience.

Congratulations!!



You are done!!

HOW DO I USE *THE WEEKLY PLANNER*?

Give each person who is participating a *Weekly Planner Map*, a quote deck, an instruction sheet, and a pencil. Explain that the purpose of *The Weekly Planner* is to choose a motivational quote to focus on each day of the week. Then have them go through the quote deck and choose seven quotes that appeal to them. Ask them to keep in mind personal goals (existing and desired strengths, if you are using it with *The Tower of Strengths*) that they would like to accomplish. Have them write their chosen quotes into the appropriate days of the week box. The quote chosen represents a goal the participant would like to work on or keep in mind on that day. For example, a person who chose the quote, "God gives every bird his worm, but he does not throw it in the nest," for his or her Monday inspirational quote might want to keep an eye out for new opportunities on Mondays. Then have a discussion with the participants about the quotes (see pp. 74-76 of Appendix B for possible discussion topics). For example, "Describe how one of your quotes can help you achieve a personal goal (desired strength) in your life." Remind participants to take their completed *Weekly Planner* with them and to try to focus on their motivational quotes each day of the week.



WHAT ELSE CAN I DO WITH THIS ACTIVITY?

Weekly Updates

Although it is not necessary, it may be useful to have a follow-up discussion a few weeks later (see p. 76 of Appendix B for follow-up discussion questions). Participants can discuss progress they have made on the goals each quote represents, as well as difficulties encountered. At this point, participants may want to take another look at the quote deck and replace the quotes they feel they have mastered or are no longer useful. Participants can continue to update and change their *Weekly Planner* over time.

Quote Creation

There are blank cards included in case you want to add quotes to the deck (p. 69). In using *The Weekly Planner*, we have found that people often have personal sayings, favorite song lyrics, or movie lines that they want to include in the quote deck. After participants have become familiar with the quote deck, they may want to try their hand at creating quote cards themselves. Have participants take turns describing personal goals to the group and then have the group help them create or select a quote that can help them accomplish this goal.

The Weekly Planner Lottery

Another fun way to use *The Weekly Planner* is to draw the seven cards out of a hat. In this version, it is critical to have a discussion on what the cards mean and how these seemingly random cards can be applied to the person's life.

SECTION 3

BACKGROUND INFORMATION



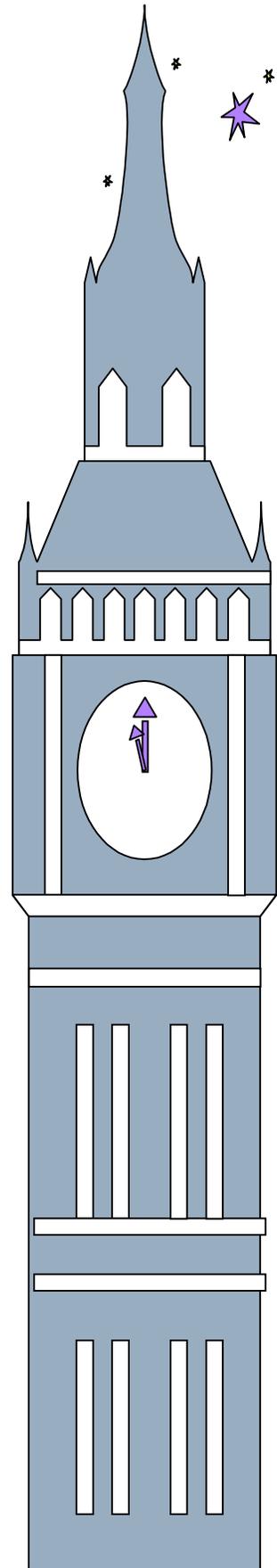
WHAT MAKES THESE ACTIVITIES USEFUL?

PREPARATION FOR CHANGE

One important precursor to making positive personal changes is having an accurate assessment of "where you are" and "where you want to go." Taking an inventory of personal strengths and weaknesses can enhance motivation and help determine appropriate strategies for making changes and benefiting from treatment. Having clients assess personal strengths has been applied widely with diverse groups, such as individuals with learning disabilities (Balcazar et al., 1995), survivors of traumatic brain injury (Lewington, 1993), nursing home residents (Frey et al., 1992), and the elderly (Fontes, 1991; Kivnick, 1993).

THE TOWER OF STRENGTHS

The Tower of Strengths is an activity that focuses on the assessment of existing and ideal strengths. This is a more extensive and systematic procedure than used in previous applications (see above). In order to increase participants' confidence in their abilities, they first consider the strengths they currently possess. Participants select 10 of their existing strengths from a set of 60 possible strength cards. The cards are made up of strengths from six different areas of the self (social, cognitive, physical/behavioral, emotional, motivational,



and spiritual). We have found that identifying existing strengths helps to boost a person's confidence in his or her specific abilities (Sia, Czuchry, & Dansereau, in press). Strength selection has several benefits over spontaneous listing of strengths. First, a person with low self-esteem may find it difficult and even threatening to be asked to list their strengths from scratch. Second, a person might spontaneously list strengths that are inappropriate for making positive changes. For example, a person may be proud of being able to "drink like a fish." Having a pre-existing set of pro-social strengths eliminates a potential focus on inappropriate strengths.

Once participants have assessed their existing strengths, they sort through the strength cards that were not selected and choose five ideal strengths they would like to develop further. This helps participants think about positive changes and goals. Discussion questions also are integrated into the activity to help individuals apply the activity to their own experiences.

THE WEEKLY PLANNER

The Weekly Planner is a related card-sorting task designed to help people determine realistic goals and strategies for reaching these goals. The participants select inspirational quotes that will remind them of ways to utilize their existing strengths to gain desired strengths. Participants select seven quotes (one for each day of the week) to remind and motivate them to work on their personal goals. The quotes can serve as a daily memory aid or affirmation for the positive changes a person wants to make. Discussion questions help them discover how to apply the quotes to their lives.

WHERE HAVE THE ACTIVITIES BEEN USED?

The Tower of Strengths and *The Weekly Planner* were designed as part of a five-year NIDA-sponsored project called Cognitive Enhancements for Treatment of Probationers (CETOP). The two activities were included in a treatment induction curriculum directed at motivating and engaging clients who have been mandated to drug treatment. In effect, the goal was to break through barriers to personal change so that treatment could have a greater impact. Induction activities were created to address the following issues (see Dees & Dansereau, 1997 for more information).

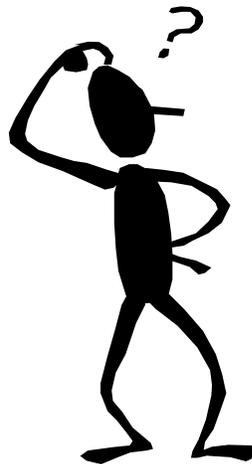


- Building appropriate self-esteem by identifying existing personal strengths and by developing new ones (e.g., *The Tower of Strengths*; *The Weekly Planner*).
- Facilitating the recognition of a need for positive personal and situational change using a board game format (e.g., *The Downward Spiral: The Game You Really Don't Want to Play*).
- Developing a positive view of treatment and identifying appropriate actions (e.g., *Believe It or Not* and the *Personal Action List*).
- Learning specific strategies for maximizing treatment opportunities (e.g., *Pegword Memory Technique*).

Feedback from the implementation of this curriculum suggests that *The Tower of Strengths* and *The Weekly Planner* are positively received by probationers.

To provide a more detailed evaluation, two studies using *The Tower of Strengths* have been completed with college students (see Sia, Czuchry, & Dansereau, in press, and Blankenship & Dansereau, 1998). The results indicate that the "Tower" activities increased specific self-esteem, motivation for change, and, in general, mood.

DO *THE TOWER OF STRENGTHS*
AND *THE WEEKLY PLANNER*
HAVE TO BE USED TOGETHER?



Although *The Tower of Strengths* and *The Weekly Planner* activities were originally created as complementary activities, they do not need to be used together. This manual describes each activity separately, although instructions on how to use the activities together are also provided.

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APPENDIX A

THE TOWER OF STRENGTHS MATERIALS



*

CHECKLIST

FOR SETTING UP *THE TOWER OF STRENGTHS*

_____ Make 1 copy of the counselor procedure sheet. (p.28 in Appendix A).

_____ Decide the number of *Tower of Strengths* sets to make and multiply the following recipe by that number.

_____ Copy each of the following materials on regular white paper:

_____ The "parts of you" explanation sheet (p. 29 Appendix A).

_____ *The Tower of Strength* map of your choice (pp. 30-33 Appendix A).

_____ The *The Tower of Strength* instruction sheet (p. 27 Appendix A).

_____ Copy each of the strength pages onto appropriate colored cardstock:

_____ The social strengths cards (p. 35 Appendix A - red cardstock).

_____ The thinking strengths cards (p. 36 Appendix A - white cardstock)

_____ The health/performance strengths cards (p. 37 Appendix A - green cardstock).

_____ The emotional strengths cards (p. 38 Appendix A - yellow cardstock).

_____ The motivational strengths cards (p. 39 Appendix A - blue cardstock)

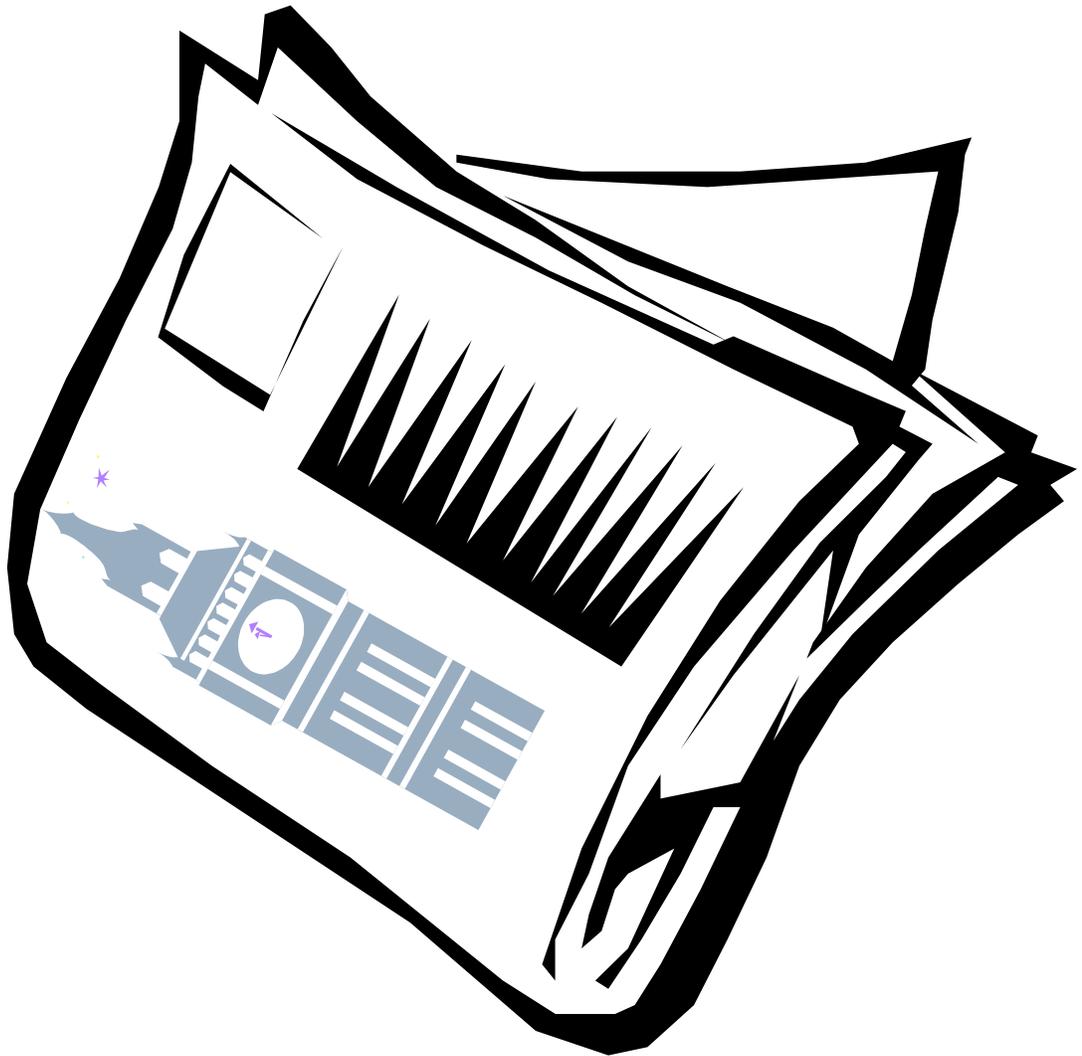
_____ The life view strengths cards (p. 40 Appendix A - green cardstock).

_____ Cut the strength cards on the dotted lines.

_____ Assemble and rubber band each strength deck.

_____ Assemble complete *Tower of Strengths* sets, consisting of a strengths card deck, a *Tower of Strengths* map, "parts of you" explanation sheet, instructions, and a pencil.

THE
TOWER OF STRENGTHS
INSTRUCTIONS



THE TOWER OF STRENGTHS INSTRUCTIONS

Objectives

To allow participants to:

- evaluate their strengths,
- find out what strengths they would like to develop
- discuss ways to use existing strengths
- discuss ways to attain their desired strengths

Directions

Completing the Foundation of Existing Strengths

- Sort through the strength cards to identify those strengths that seem to best capture your personal strengths.
- Choose 10 strengths and write these in the foundation of *The Tower of Strengths* (bottom).
- Keep the 10 cards in a separate pile for now.
- Notice that the strengths cards are associated with different code letters.
- Write the code letter that matches the strength in the small space next to each strength. For example:

Loves Children	S
----------------	---
- Get the "parts of you" Explanation Sheet from your folder and notice that the letters refer to parts of the self.
- Write how many strengths you have in each part on the bottom summary flag.
- Draw a picture or write a phrase next to each strength that may help you remember the strength.

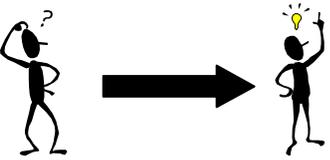
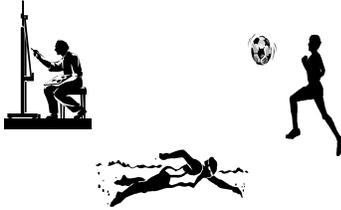
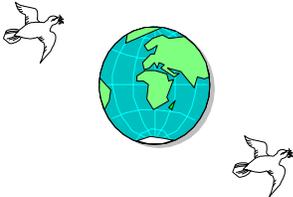
Desired Strengths

- Sort the strengths cards that you have not yet used to identify strengths that you would like to have or develop.
- Choose 5 desired strengths that you would like to gain.
- Put at the very top of the tower the one strength you want most; it should be a realistic goal for you.
- Write the desired strengths and their associated letters in the nodes, as you did before.
- Write in the summary flag how many desired strengths you have in each part.

Counselor's Procedure Sheet for *The Tower of Strengths*

- A. Give each person a *Tower* map, a strengths card deck, and a pencil.
- B. Instruct on completing *The Tower* FOUNDATION of strengths.
1. Participants sort through the strengths cards and identify 10 characteristics that best capture their personal strengths.
 2. Next, they write their strengths and the letters associated with them in the boxes of the bottom Foundation section of the map. Keep the 10 cards in a separate pile.
 3. Pass out the "parts of you" explanation sheet for participants to read. It explains that the letters associated with the strengths indicate which part of the self that strength is from.
 4. Participants then fill in the summary flag on the top of *The Tower* indicating how many strengths they have in each part.
 5. Then they can draw a picture or write a phrase on their *Tower* map next to each strength to help them remember the strength.
- E. Discussion (suggested)
1. Name one of your strengths. How many others named this strength? Discuss why it is important.
 2. Discuss how this strength has been used in the past.
 3. How could this strength be used in the current situation?
 4. Is this strength always a strength or can it also be a problem?
 5. Discuss the "parts of you" code sheet. Which "part of you" is the strongest and which is the weakest?
- F. Instruct on completing *The Tower* DESIRED Strengths.
1. Now participants should sort the *remaining* cards (not including the 10 foundation cards that should be in a separate pile) to identify five strengths they would like to have or develop. All should be realistic goals (e.g., being musical may not be realistic for some people).
 2. They should put at the top of *The Tower* the strength they want most.
 3. They can write the code letter strength as they did before.
 4. Fill in the summary flag on the top of *The Tower* with how many desired strengths come from each part.
- E. Discussion (suggested)
1. Name one of your desired strengths.
 2. Why do you want to develop this strength?
 3. What can you do to develop this strength?
 4. How difficult do you think it will be to develop?

"Parts of you" Explanation Sheet

	<p>S = Social</p> <p>The "social" part of you is how you relate to the people in your life (friends, family, co-workers, etc.). It includes how well you get along with others and your ability to make and keep friends.</p>
	<p>T = Thinking</p> <p>The "thinking" part of you is how you learn and solve problems. It includes your ability to come up with creative solutions to problems.</p>
	<p>H = Health and Performance</p> <p>The "health and performance" parts of you are your health, strength, endurance, and physical skills and talents.</p>
	<p>E = Emotional</p> <p>The "emotional" parts of you are your moods, feelings, and how you deal with them.</p>
	<p>M = Motivational</p> <p>The "motivational" parts of you are your wants and needs and your determination to meet your goals. It includes your ability to plan and set goals.</p>
	<p>L = Life View</p> <p>The "life view" parts of you are your outlook on life, morals, ethics, and religious beliefs.</p>

THE TOWER OF STRENGTHS MAPS



"Beauty is in the eye of the beholder."

Pick the version of *The Tower of Strengths* map that appeals to you, or let your clients choose the map that appeals to them.

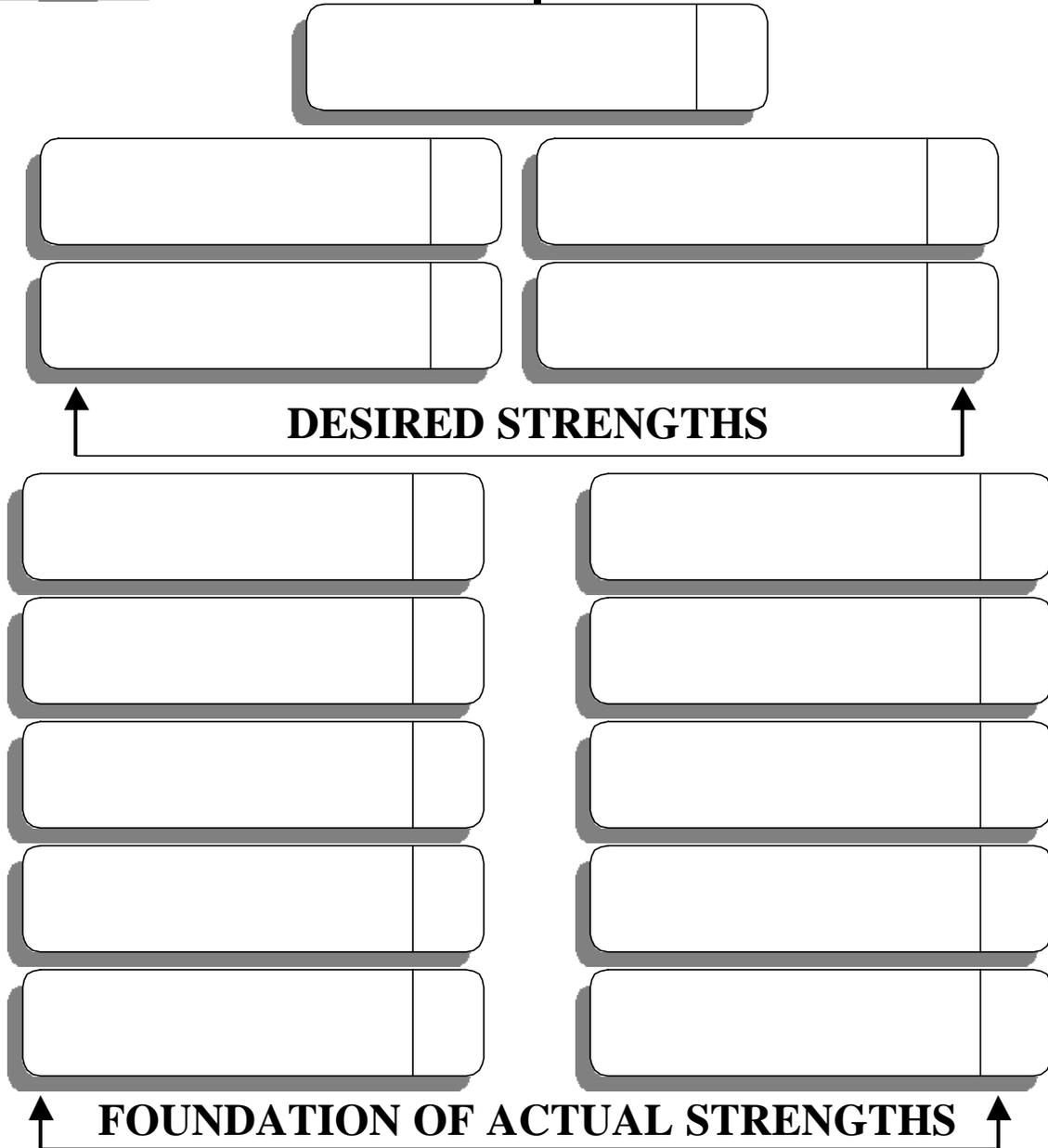
PARTS OF YOU

Write down how many strengths of each type you desire.

S = _____ T = _____ H = _____ E = _____
M = _____ L = _____

Write down how many actual strengths of each type you have.

S = _____ T = _____ H = _____ E = _____
M = _____ L = _____



THE TOWER OF STRENGTHS

PARTS OF YOU

Write down how many strengths of each type you desire.

S = _____ T = _____ H = _____ E = _____

M = _____ L = _____

Write down how many actual strengths of each type you have.

S = _____ T = _____ H = _____ E = _____

M = _____ L = _____

DESIRED STRENGTHS

FOUNDATION OF ACTUAL STRENGTHS

THE TOWER OF STRENGTHS

PARTS OF YOU

Write down how many strengths of each type you desire.

S = _____ T = _____ H = _____ E = _____
M = _____ L = _____

Write down how many actual strengths of each type you have.

S = _____ T = _____ H = _____ E = _____
M = _____ L = _____

↑ DESIRED STRENGTHS ↑			
↑ FOUNDATION OF ACTUAL STRENGTHS ↑			

THE TOWER OF STRENGTHS

THE STRENGTHS CARDS

The following pages contain the master copies of the strength cards (p.35-40). These pages should be used for making copies and then kept with the manual so that additional sets of cards can be made in the future. There is also a page of blank cards so that other strengths may be added to the deck (p. 41). If it is not practical to use a deck of cards a list of the strengths are also included. (p. 42). Below are examples of how the strength cards look cut out.

ATHLETIC H

LIKABLE S

PRACTICAL T

PATIENT E

CURIOUS M

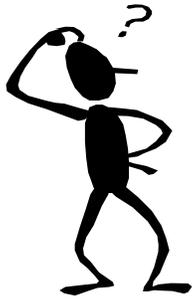


STRENGTHS FROM THE SOCIAL DIVISION OF SELF

(Print on red cardstock and cut on the dotted lines.)

Strengths from the social division of self help improve and maintain your interactions and relationships with other people (e.g., level of comfort in social situations; ability to make and keep friends).

COOPERATIVE	S	FRIENDLY	S
LIKABLE	S	LOVES ANIMALS	S
LOVES CHILDREN	S	LOYAL	S
PEACEMAKER	S	POLITE	S
SENSITIVE TO THE NEEDS OF OTHERS	S	SINCERE	S



STRENGTHS FROM THE THINKING DIVISION OF SELF

(Print on white cardstock and cut on the dotted lines.)

The strengths from the cognitive division of self deal with ways of thinking, learning, and solving problems (e.g., ability to understand books and lectures; ability to come up with creative solutions to problems).

ADAPTABLE	T	GOOD MEMORY	T
GOOD AT PROBLEM SOLVING	T	IMAGINATIVE	T
LOGICAL	T	ORGANIZED	T
PRACTICAL	T	QUICK THINKING	T
SMART	T	WILLING TO LEARN	T



STRENGTHS FROM THE HEALTH/PERFORMANCE DIVISION OF SELF

(Print on green cardstock and cut on the dotted lines)

Behavioral strengths refer to physical skills and talents (e.g., ability to play sports, dance, etc.). Physical strengths refer to your health, strength, endurance, and energy level.

ARTISTIC	H	ATHLETIC	H
ENERGETIC	H	FLEXIBLE/ LIMBER	H
FUNNY	H	GOOD ENDURANCE	H
HEALTHY	H	MUSICAL	H
MECHANICAL	H	STRONG	H



STRENGTHS FROM THE EMOTIONAL DIVISION OF SELF

(Print on yellow cardstock and cut on the dotted lines.)

Strengths from the emotional division of self deal with your ability to control and make the best of your moods and feelings.

ABLE TO CONTROL TEMPER	E	ABLE TO EXPRESS FEELINGS	E
ENTHUSIASTIC	E	CONTENTED/ INNER PEACE	E
COOL HEADED	E	GOOD SENSE OF HUMOR	E
HAPPY	E	PATIENT	E
RELAXED	E	WARM HEARTED	E

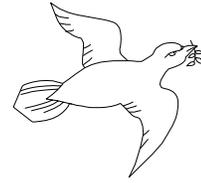


STRENGTHS FROM THE MOTIVATIONAL DIVISION OF SELF

(Print on blue cardstock and cut on the dotted lines.)

Motivational strengths deal with your wants and needs, and the determination to meet them (e.g., ability to set and reach personal goals).

ADVENTUROUS	M	AMBITIOUS	M
COMPETITIVE	M	CURIOUS	M
DETERMINED	M	HARD WORKING	M
INDEPENDENT	M	PERSISTENT	M
SPONTANEOUS	M	WILLING TO TAKE RISKS	M

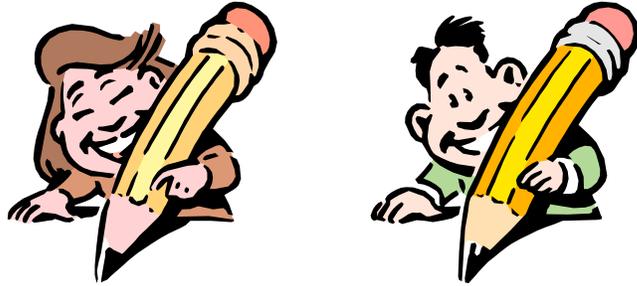


**STRENGTHS FROM THE LIFE VIEW
DIVISION OF SELF**

(Print on purple cardstock and cut on the dotted lines.)

Spiritual/philosophical strengths deal with morals, ethics, religion, your relationship with a higher power, and life view (e.g., views of "right and wrong").

SPIRITUAL	L	ETHICAL	L
FAIR	L	FORGIVING	L
GENEROUS	L	HONEST	L
OPTIMISTIC	L	RELIGIOUS	L
BELIEVES IN SELF	L	WILLING TO TAKE A STAND	L



BLANK STRENGTH CARDS

(Print on appropriate colored cardstock and cut on the dotted lines.)

If you want to add specific strengths to the deck or allow participants to add strengths to the deck, use this blank card template.

THE "TOWER" STRENGTHS LIST

Social Strengths (printed on red cards)

Cooperative
Friendly
Likable
Loves Animals
Loves Children
Loyal
Peacemaker
Polite
Sensitive to the needs of others
Sincere

Cognitive Strengths (printed on white cards)

Adaptable
Good Memory
Good at problem solving
Imaginative
Logical
Organized
Practical
Quick thinking
Smart
Willing to learn

Behavioral/Physical Strengths (printed on green cards)

Artistic
Athletic
Energetic
Flexible/limber
Funny
Good endurance
Healthy
Mechanical
Musical
Strong

Emotional Strengths (printed on yellow cards)

Able to control temper
Able to express feelings
Enthusiastic
Contented/inner peace
Cool headed
Good sense of humor
Happy
Patient
Relaxed
Warm hearted

Motivational Strengths (printed on blue cards)

Adventurous
Ambitious
Competitive
Curious
Determined
Hard working
Independent
Persistent
Spontaneous
Willing to take risks

Spiritual/Philosophical Strengths (printed on purple cards)

Believes in Self
Ethical
Fair
Forgiving
Generous
Honest
Optimistic
Religious
Spiritual
Willing to take a stand

DISCUSSION TOPICS FOR *THE TOWER OF STRENGTHS*



The following discussion topics have been used with *The Tower of Strengths*. Feel free to create or modify the discussion questions to better serve your clients.

THE TOWER OF STRENGTHS

DISCUSSION TOPICS

Existing Strengths Discussion Topics

- Name one of your strengths. How many other people also named this strength? Discuss why it is important.
- Discuss how this strength has been helpful in the past.
- Can this strength be used in a new way to improve your current situation?
- Is this strength always a strength or can it also be a problem?

"Parts of You" Discussion Topics

- Discuss the "parts of you" explanation sheet. Which part of you is the strongest? Which part of you is the weakest?

Desired Strengths Discussion Topics

Name one of your desired strengths.

- Why do you want to develop this strength?
- What can you do to develop this strength?
- How difficult do you think it will be to develop?

THE TOWER OF STRENGTHS **FOLLOW-UP DISCUSSION TOPICS**

- How have your existing strengths helped you make progress on one of your personal goals or desired strengths?
- Which existing strength has been the most useful to you? Why?
- What progress have you made on attaining a desired strength?
- Which desired strength has been the most difficult to attain?

APPENDIX B

THE WEEKLY PLANNER MATERIALS



*

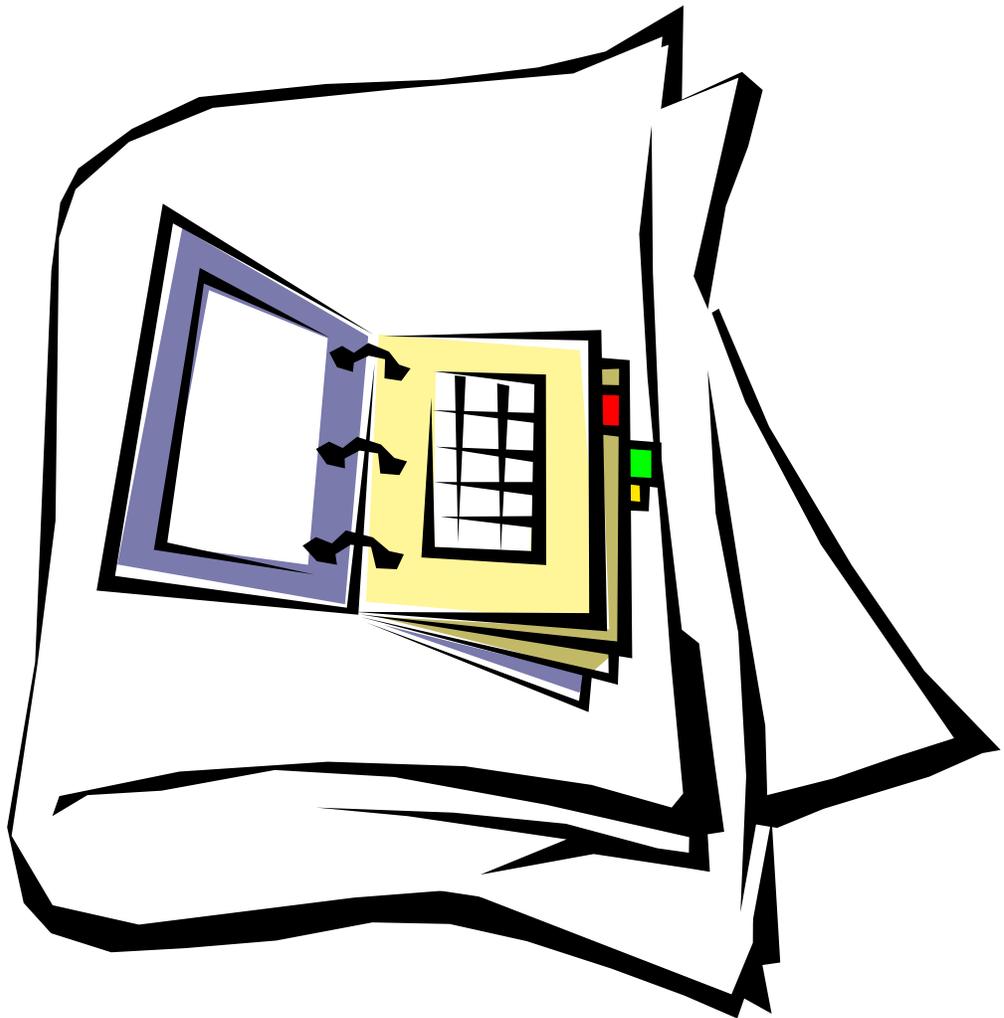
CHECKLIST

FOR SETTING UP *THE WEEKLY PLANNER*

- _____ Make 1 copy of the counselor procedure sheet on regular paper (p.50 of Appendix B).
- _____ Decide the number of *Weekly Planner* sets to make and multiple the following recipe by that number.
- _____ Copy each of the following materials on regular white paper:
 - _____ *The Weekly Planner* map of your choice (pp. 51- 56 Appendix B).
 - _____ The *The Weekly Planner* instruction sheet (p. 49 Appendix B).
- _____ Copy the quote cards onto cardstock (pp. 57-68 Appendix B):
- _____ Cut the quote cards on the dotted lines.
- _____ Assemble and rubber band each quote deck.
- _____ Assemble complete *Weekly Planner* sets, consisting of a quote card deck, a *Weekly Planner* map, instructions and a pencil.



THE WEEKLY PLANNER



INSTRUCTIONS

INSTRUCTIONS FOR *THE WEEKLY PLANNER*



Objective

To allow participants to select daily focus quotes to remind them of and help them to attain their personal goals.

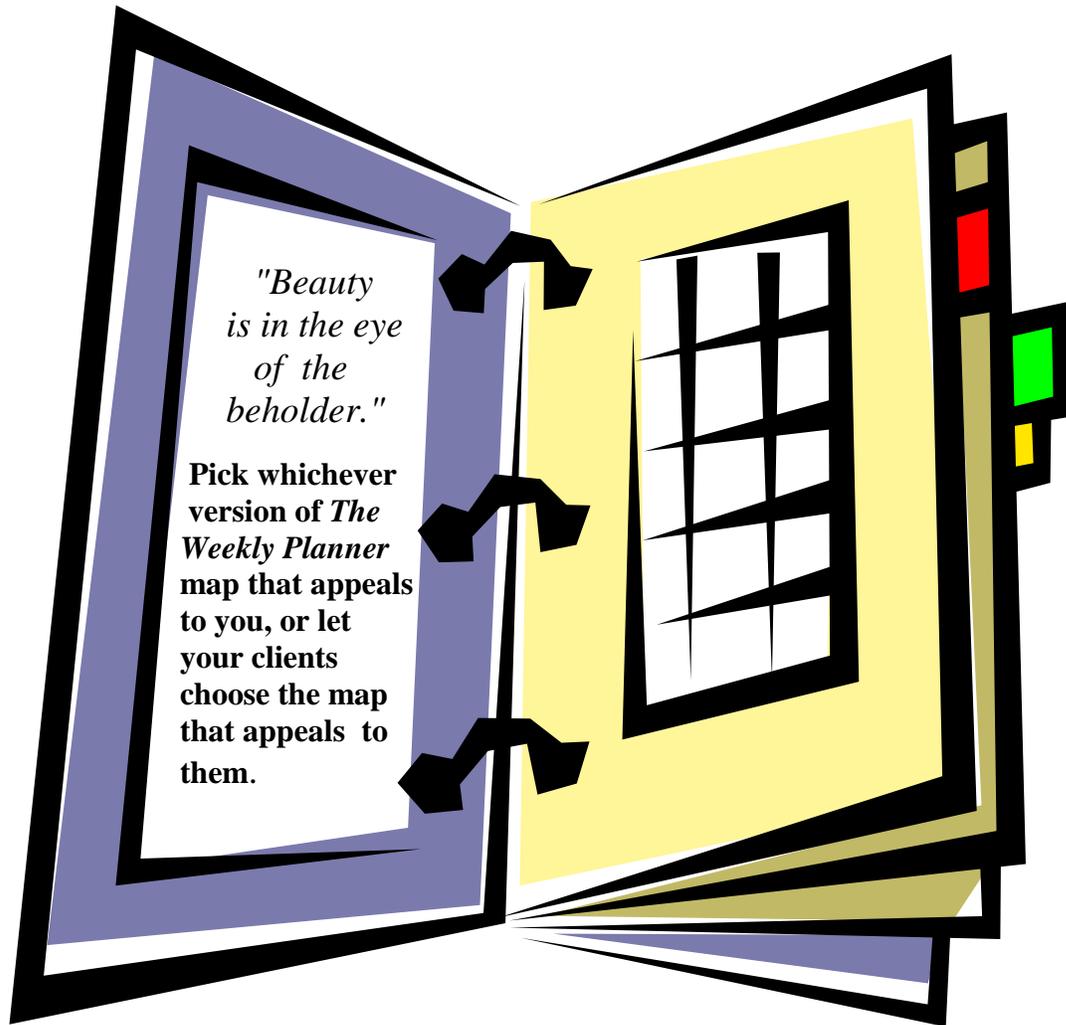
Instructions

- Read through the quote deck.
- Choose seven motivational quotes that will help remind you of your personal goals. If you know of other quotes not included, you may use them instead.
- Write the quotes down in *The Weekly Planner* map. Each quote will be your daily focus, so try to choose quotes that will be helpful for the kinds of issues you face on those days of the week.
- Think of ways you can apply these quotes to your daily life.

Counselor's Procedure Sheet for *The Weekly Planner*

- A. Pass out *The Weekly Planner* map base, a deck of quote cards, and a pen or pencil.
- B. Instruct on completing *The Weekly Planner* quotes map.
1. Have them sort through the quotes to find seven motivational quotes they like. Ask them to keep in mind personal goals that they would like to accomplish. If you are using it with *The Tower of Strengths* have them keep their existing and desired strengths in mind while sorting, and have them try to pick quotes that will remind them of or help them use their existing strengths or attain their desired strengths.
 2. Have them write the chosen quotes in *The Weekly Planner* base. Point out that they can arrange the quotes to help them deal with problems that may tend to come up on certain days of the week.
- C. Discussion (suggested):
- Who wants to read aloud one of your quotes and tell what it means to you?
 - How many other people chose this quote? Does it mean the same thing to you?
 - How can this quote help you attain a personal goal (desired strength)?
 - How are you going to apply this quote to your daily life?
 - How could someone apply this quote to treatment?

THE WEEKLY PLANNER



*"Beauty
is in the eye
of the
beholder."*

**Pick whichever
version of *The
Weekly Planner*
map that appeals
to you, or let
your clients
choose the map
that appeals to
them.**

MAPS

**THE
WEEKLY PLANNER**

MONDAY

TUESDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

FRIDAY

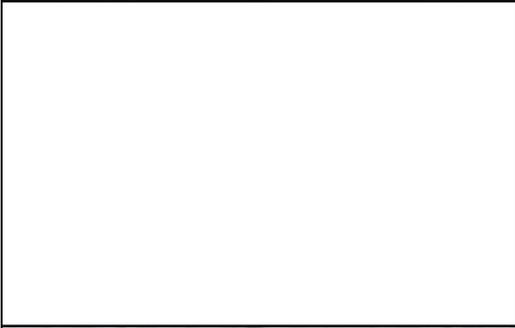
SATURDAY

SUNDAY

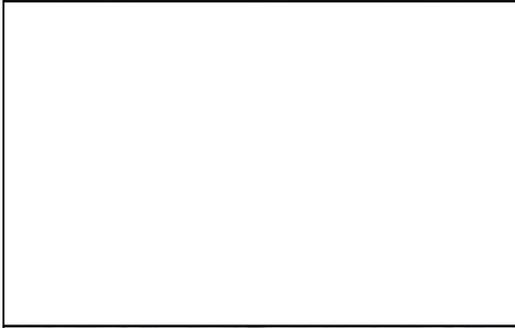
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WEEKLY PLANNER

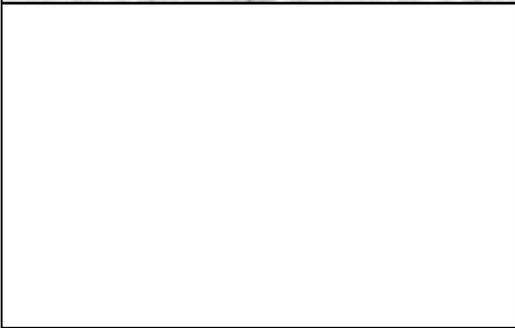
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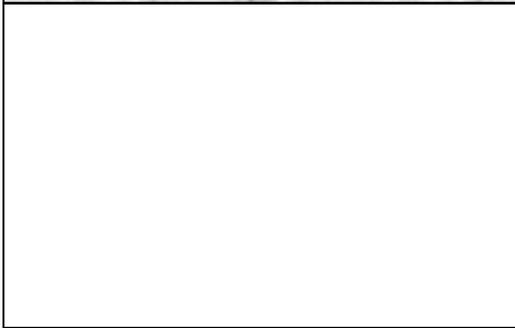
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WEEKLY PLANNER

MONDAY

TUESDAY

WEDNESDAY

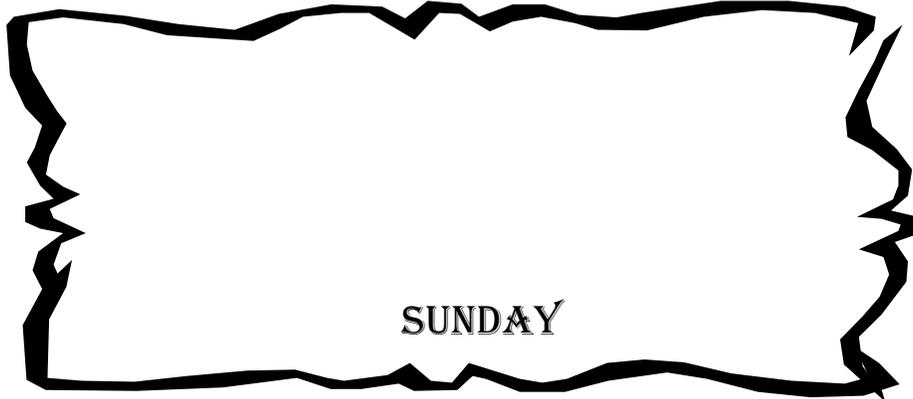
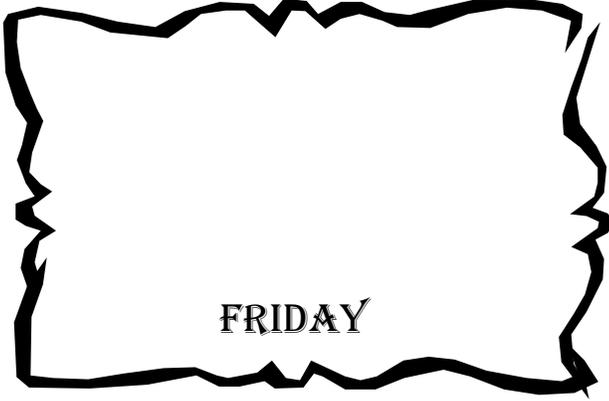
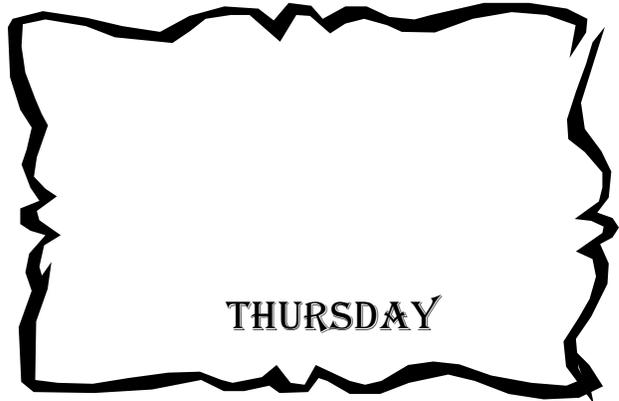
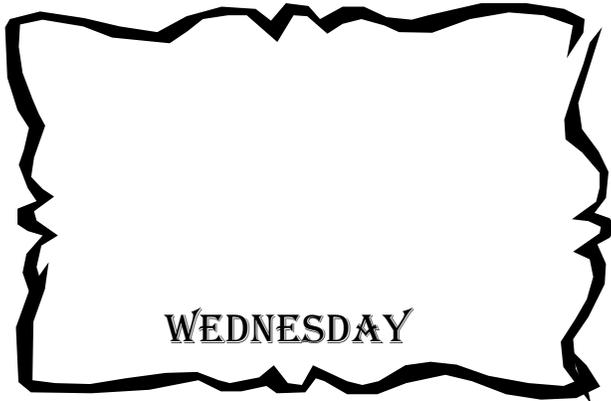
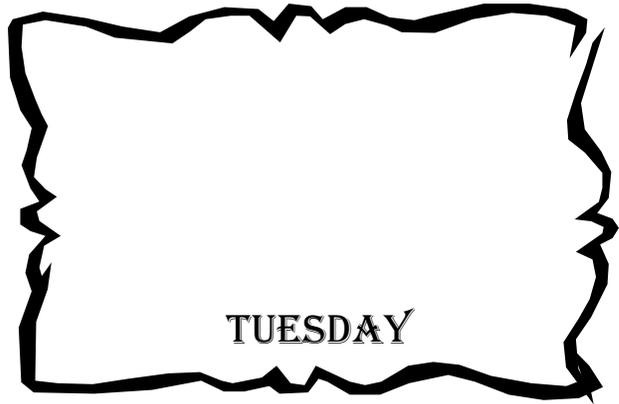
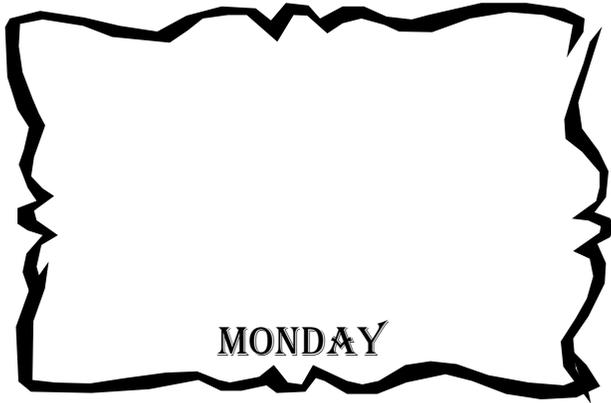
THURSDAY

FRIDAY

SATURDAY

SUNDAY

WEEKLY PLANNER



THE WEEKLY PLANNER



QUOTE CARDS

**To the query, “What is a friend?”
his reply was, “A single soul
dwelling in two bodies.”**

*Aristotle (384-322 BC)
Greek Philosopher*

1

**Do not bite at the bait of pleasure til
you know there is no hook beneath it.**

*Thomas Jefferson (1743-1826)
U.S. President*

2

**I hasten to laugh at everything for
fear of being obliged to weep at it.**

*Pierre De Beaumarchais (1732-1799)
French Writer*

3

**If we do not find anything pleasant,
at least we shall find something new.**

*Voltaire (1694-1778)
French Philosopher*

4

**She had an unequalled gift of squeezing
big mistakes into small opportunities.**

*Henry James (1843-1916)
U.S. Author*

5

**One cool judgment is worth a thousand
hasty counsels. The thing to do is to
supply light and not heat.**

*Woodrow Wilson (1856-1924)
U.S. President*

6

The shortest answer is doing.

English Proverb

7

**If you don't understand yourself
you don't understand anybody else.**

*Nikki Giovanni (b. 1943)
U.S. poet*

8

Those who have the most to do and are willing to work will find the most time.

Samuel Smiles

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Accountability in friendship is the equivalent of love without strategy.

*Anita Brookner (b. 1938)
British Novelist*

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What is genius – but the power of expressing new individuality?

*Elizabeth Barret Browning (1806-1861)
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The first element of greatness is fundamental humbleness.

*Margot Asquith (1864-1945)
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The giving is the hardest part; what does it cost to add a smile?

*Jean De La Bruyere (1645-1696)
French Writer*

13

Blessed are the peacemakers for they shall be called the children of God.

The Bible

14

To think is to act.

*Ralph Waldo Emerson (1803-1882)
U.S. Poet*

15

Perfect courage is to do without witnesses what one would be capable of doing while the world is looking on.

*Francois, Duc De La Rochefoucault
(1613-1680), French Writer*

16

Virtue is reason which has become energy.

*Friedrich Schlegel (1772-1829)
German Philosopher*

17

Trust men, and they will be true to you; treat them greatly, and they will show themselves great.

*Ralph Waldo Emerson (1803-1882)
U.S. Poet*

18

**Nature never said to me:
Do not be poor;
still less did she say: Be rich;
her cry to me was always:
Be independent.**

*Sebastien-Roch Nicolas De Champort
(1741-1794) French Writer*

19

The best index to a person's character is (a) how he treats people who can't do him any good, and (b) how he treats people who can't fight back.

*Abigail Van Buren (b. 1918)
U.S. Columnist*

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Grace under pressure.

*Ernest Hemingway (1899-1961)
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Of the thirty-six alternatives, running away is the best.

Chinese Proverb

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The supreme happiness of life is the conviction that we are loved.

*Victor Hugo (1802-1885)
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Patience and tenacity of purpose are worth more than twice their weight of cleverness.

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English Biologist*

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**A journey of a thousand miles must
begin with a single step.**

*Lao Tzu (6th century)
Chinese Philosopher*

25

**The best portion of a good man's
life: His little, nameless,
unremembered acts of kindness
and love.**

*William Wordsworth (1770-1850)
English Poet*

26

No man is useless while he has a friend.

*Robert Louis Stevenson (1850-1894)
Scottish Writer*

27

**Work keeps us from three great
Evils: boredom, vice, and need.**

*Voltaire (1694-1778)
French Philosopher*

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**Sure I am of this, that you only have
to endure to conquer. You only
have to persevere to save yourselves.**

*Sir Winston Churchill (1874-1965)
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**Even if happiness forgets you a little
bit, never completely forget about it.**

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**Learn to listen. Opportunity
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*Authur Koestler (1905-1983)
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friend without discretion; even a
prudent enemy is preferable.**

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**God gives every bird his worm,
but he does not throw it into the nest.**

*P. D. James (b. 1920)
British Mystery Writer*

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**The secret of life is not to do what
one likes but to like that which one
has to do.**

*Dinah Maria Muldock Craik
(1826-1887)*

39

**The quality of strength lined with
tenderness is an unbeatable
combination.**

*Maya Angelou (b. 1928)
U.S. Author*

40

Of all days, the day on which one has not laughed is the one most surely wasted.

*Sebastian-Roch Nicholas De Chamfort
(1741-1794) French Writer*

41

Every moment is a golden one for him who has vision to recognize it as such.

*Henry Miller (1891-1980)
U.S. Author*

42

Judge your success by the degree that you're enjoying peace, health, and love.

H. Jackson Brown, Jr. (b. 1940)

43

Life is like a bag of snakes, you don't know which ones are poisonous until they bite you.

Anonymous

44

The coward may die a thousand deaths, the brave but one.

*William Shakespeare (1564-1616)
English Writer*

45

**If God be for us,
who can be against us?**

The Bible: Romans 8:31

46

Life is not a dress rehearsal.

*Rose Tremain (b. 1943)
British Author*

47

**If you have only one smile in you,
give it to the people you love.**

*Maya Angelou (b. 1928)
U.S. Author*

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**Leave everything a little better
than you found it.**

H. Jackson Brown, Jr. (b. 1940)

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**Be brave.
Even if you are not, pretend to be.
No one can tell the difference.**

H. Jackson Brown, Jr. (b. 1940)

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**Be courteous to all,
but intimate with a few.**

*George Washington (1732-1799)
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**Fun is a good thing, but only when it
spoils nothing better.**

*George Santayana (1863-1952)
U.S. Philosopher*

52

First things first.

Alcoholics Anonymous Slogan

53

Live and let live.

Alcoholics Anonymous Slogan

54

Easy does it.

Alcoholics Anonymous Slogan

55

One day at a time.

Alcoholics Anonymous Slogan

56

Just for today.

Alcoholics Anonymous Slogan

57

**Check yourself before you
wreck yourself.**

Alcoholics Anonymous Slogan

58

Surrender to win.

Alcoholics Anonymous Slogan

59

**Acceptance is the answer
to all my problems today.**

Alcoholics Anonymous Slogan

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Let go and let God.

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61

Turn it over.

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**'Tis a rule of manners to avoid
exaggeration.**

*Ralph Waldo Emerson (1803-1882)
U. S. Poet*

63

**From quiet homes and first beginnings,
out to the undiscovered ends, there's
nothing worth the war of winning but
laughter and love of friends.**

*Hilaire Belloc (1870-1953)
British Author*

64

**To be happy is to be able to
become aware of oneself without
fright.**

*Walter Benjamin (1892-1940)
German Philosopher*

65

**I started out by believing God
for a newer car than the one
I was driving. I started out believing
God for a nicer apartment than I had.
Then I moved up.**

*Henri-Frederic Amiel (1821-1881)
Swiss Poet*

66

**A few honest men are
better than numbers.**

Oliver Cromwell (1599-1658)

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**The natural flights of the human mind
are not from pleasure to pleasure,
but from hope to hope.**

*Samual Johnson (1709-1784)
English Author*

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**Jealousy, that dragon which slays love
under the pretense of keeping it alive.**

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British Psychologist*

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Conceit spoils the finest genius.

*Louisa May Alcott (1832-1888)
Author*

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Conviction is the conscience of intellect.

*Sebastien-Roch Nicholas De Chamfort
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**Set the foot down with distrust on
the crust of the world – it is thin.**

Edna St. Vincent Millay (1892-1950)

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**Most of us are about as eager to change
as we were to be born, and go through
our changes in a similar state of shock.**

James Baldwin (1824-1887)
U.S. Author

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**The thirst for adventure is
the vent which destiny offers.**

Ralph Waldo Emerson (1803-1882)
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Action is character.

F. Scott Fitzgerald (1896-1940)
U.S. Author

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**They are ill discoverers that think
there is no land when they see
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Francis Bacon (1561-1626)
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**Everything that is beautiful and
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Uncertainty is the refuge of hope.

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**Focus on making things better
not bigger.**

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**The problems of victory are more
agreeable than the problems of
defeat, but they are no less difficult.**

Sir Winston Churchill (1874-1965)
British Statesman

80

Vitality shows not only the ability to persist but the ability to start over.

*F. Scott Fitzgerald (1896-1940)
U. S. Author*

81

Without passion man is a mere latent force and possibility, like the flint which awaits the shock of iron before it can give forth its spark.

*Henri-Frederic Amiel (1821-1881)
Swiss Philosopher*

82

A good name is rather to be chosen than great riches, and loving favor rather than silver and gold.

The Bible: Proverbs 22:1

83

We are not what we are, nor do we treat or esteem each other for such, but for what we are capable of being.

*Henry David Thoreau (1817-1862)
U. S. Philosopher*

84

We make a ladder of our vices if we trample those same vices underfoot.

*St. Augustine (354-430 A.D.)
Christian Saint*

85

If you can meet with triumph and disaster and treat those imposters just the same...you'll be a man my son.

*Rudyard Kipling (1865-1936)
British Author*

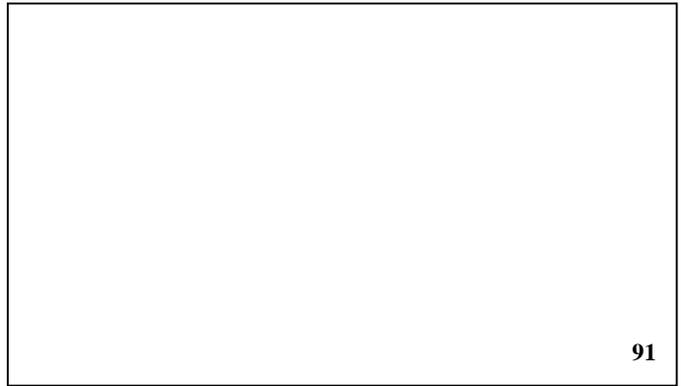
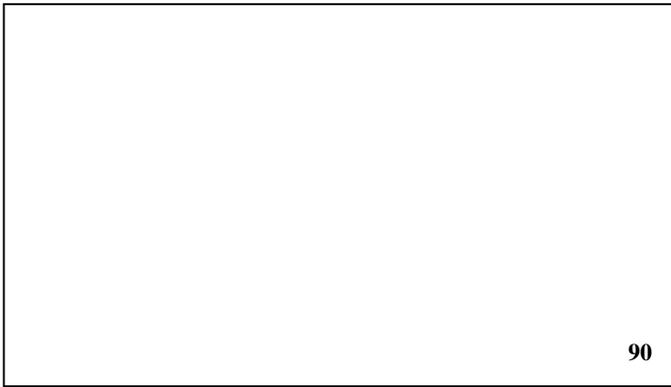
86

Teach us delight in simple things and mirth that has no bitter springs.

*Rudyard Kipling (1865-1936)
British Author*

87

You probably have other quotes that you would like to include in the card deck. The following page contains blank cards so that you can add your favorite quotes. We encourage the users of The Weekly Planner to create and use their own quotes.



WEEKLY PLANNER QUOTE LIST

To the query, "What is a friend"
his reply was,
"A single soul
dwelling in two bodies."
Aristotle (384-322 B.C.)
001

* * *

Do not bite at the bait of pleasure,
till you know there is no
hook beneath it.
Thomas Jefferson (1743-1826)
U.S. President
002

* * *

I hasten to laugh at
everything for fear of
being obliged to
weep at it.
Pierre De Beaumarchais
(1732-99)
French Dramatist
003

* * *

If we do not find anything
pleasant, at least we shall
find something new.
Voltaire (1694-1778)
French Philosopher
004

* * *

She had an unequalled gift...
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Henry James (1843-1916)
U.S. Author
005

* * *

One cool judgement
is worth a thousand
hasty counsels.
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* * *

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English Proverb
007

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The first element of greatness
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The giving is the hardest part.
What does it cost to add a smile?

Jean De La Bruyere (1645-96)
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* * *

Blessed are the peacemakers:
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the children of God.

Matthew. 5:9, KJV Bible
014

* * *

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Ralph Waldo Emerson
(1803-82)

U. S. Poet
015

* * *

Perfect courage is to do
without witnesses
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Francois,
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Trust men, and they will
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themselves great.

Ralph Waldo Emerson
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Still less did she say:

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her cry to me was always:

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Chinese Proverb
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Anonymous Proverb
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Romans 8:31, KJV Bible
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047



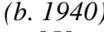
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Narcotics Anonymous
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Proverbs 22:1
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We make a ladder
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St. Augustine
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If you can meet with
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You'll be a man my son.
Rudyard Kipling
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British Author
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Rudyard Kipling
(1865-1936)
British Author
087



DISCUSSION TOPICS FOR *THE* *WEEKLY PLANNER*

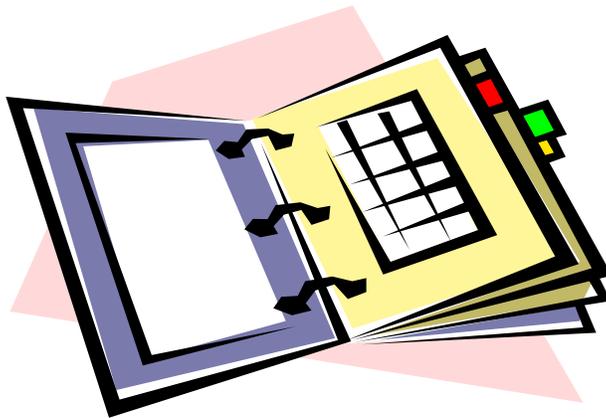


The following discussion topics have been used with *The Weekly Planner*. Feel free to create or modify the discussion questions to better serve your clients.

THE WEEKLY PLANNER

DISCUSSION TOPICS

- Who wants to read aloud one of your quotes and tell what it means to you?
- How many other people chose this quote? Does it mean the same thing to you?
- Describe how this quote can help you attain a personal goal (desired strength) in your life.
- How are you going to apply this quote to your daily life?



THE WEEKLY PLANNER

FOLLOW-UP DISCUSSION TOPICS

- How have the quotes helped you make progress on one of your personal goals?
- Which quote has been the most useful to you? Why?
- Which quote has been the most difficult for you to use? Why?
- Which quotes would you like to replace with new quotes? Why?

