OVERVIEW

Before You Begin

Recent polls show that 68-71% of workers think about quitting their jobs every day. That number would be shocking, if people actually were quitting. Worse, they go to work, punching time clocks and collecting pay checks, while completely checked out emotionally.

In ***Reality-Based Leadership***, we reveal how to be the kind of leader who changes the way people think about and perceive their circumstances, one who deals with the facts, clarifies roles, gives clear and direct feedback, and insists that everyone do the same, without drama or defensiveness.

Filled with dynamic examples, innovative tools, and diagnostic tests, this book shows you how to become a Reality-Based Leader, revealing how to uncover destructive thought patterns with yourself and others; defuse drama and lead the person in front of you; and stop managing and start leading, empowering others to focus on facts and think for themselves.

Equipped with a facts-based, confident approach, you will free yourself from the frustrations you face at work and home. We hope you are ready and willing to transform yourself into a Reality-Based Leader, with the ability to liberate and inspire others! But first, let's set some personal goals.

SET YOUR GOALS

GOALS	WILLINGNESS	LIMITING BELIEFS	HELP
What are you trying to create as a result of reading this book? What outcomes do you desire? At work? At home?	What are you willing to do to get the outcomes you are hoping for?	What do you fear is getting in the way of action? What stories are fueling your fear? Can you prove these stories are true? Who would you be without your story?	What is your plan to get the resources you need to achieve your goals?

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INTRODUCTION Calling All Leaders

BOTTOM LINE

"The future belongs to the leader who is able to change the way people think and perceive their circumstances, the leader who engages hearts and minds."

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What circumstances are getting in the way of delivering your best work?

How are people's behaviors and actions getting in the way?

How much time do you think you, and your team, are spending every day dealing with drama?

DEEPER REFLECTION

What conventional leadership practices have you tried to apply in your career, and are commonly met with frustration (ex. Getting everyone's opinion)?

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CHAPTER ONE

You Are the Source of Your Suffering, and That's the Good News

BOTTOM LINE

"Your happiness is not correlated to perfect circumstances or lack of stress in your life, but the amount of personal accountability you accept."

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We've all been tempted to quit our jobs on occasion based on the story we create when challenging circumstances arise. What judgments or stories could you reframe? How would that impact what you believe about your workplace?

Review the Edit Your Story tool on the Reality-Based Leadership website. How has editing your story led to more helpful action in your work or life?

We reveal that most of the drama in our life is self-created. In what ways can you respond differently to people and circumstances to help restore peace in your life?

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CHAPTER TWO

If You Argue With Reality, You Lose (But Only 100 Percent of the Time)

BOTTOM LINE

"What is missing from a situation is that in which you are not giving."

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Our stress is not caused by reality, but the story we tell ourselves about reality. Can you think of a time where you created your own stress by letting your imagination run wild? At work, how could these stressful stories hinder your team's performance?

Retrieve the story you wrote in Chapter One using the Edit Your Story tool. Now that you can work with only the facts, what is the next thing you can do to help or add value?

How can you guide your teams to give others the professional benefit of the doubt?

CO-CREATION EXAMPLE

When we see someone as acting rude, we may get a rude response, and my mind becomes satisfied with that rude response (See?! I was right.. she is rude!).

What relationship or situation at work could you or your team positively impact by starting to give what you believe is missing? (i.e. transparency, communication, help, clarity, etc).

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CHAPTER THREE

Would You Rather Be Right, or Wildly Successful?

BOTTOM LINE

“A bad day for the ego is a good day for the soul of a leader.”

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What are some ways you can stay personally aware to manage your ego v. healthy self-confidence?

Many great leaders find themselves deep into a situation and discover they may be working harder to be right than be successful. Of the three approaches we reveal, which ones are you willing to try? How could this improve your relationships and results?

Reflect on a time in your career when you received negative feedback. How did you grow and learn from it? How are you welcoming candid feedback today?

ASSIGNMENT

Take the alignment survey in the appendix of the book. Where do you have room to grow? Start with the factor that scares you the most. Who is skilled at your weak spots that you can ask for help?

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CHAPTER FOUR Lead First, Manage Second

BOTTOM LINE

"If you feel you have to over-manage or micromanage, it is because you are underleading."

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What situation or person can you begin to lead first and manage second? What will you change in your approach to help them reframe into a visionary mindset?

What goals can you realize by "leading first" and allowing your team to move fully into their roles?

What emotional blackmail statements do you often hear? Write them below. Next to the statement, write your new, Reality-Based Leader response.

What circumstances in your team environment will you stop perfecting today? What is your plan to get your team involved in stepping up to succeed in their current reality?

Not every employee opinion counts the same, how will you create 'empowerment without chaos' by tuning into feedback from high accountables? (For a deeper dive on cultivating and filtering for accountability, read ***No Ego***)

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CHAPTER FIVE Play Favorites: Work With the Willing!

BOTTOM LINE

"You will have problem employees for as long as you continue to hire them and put up with them."

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Do you play favorites based on willingness? Are you spending your energy working with visionaries? If not, what will you change in your approach?

Would your leader identify you as one of their favorites? If not, where do you need to get skilled up next so they can add you to their dream team?

What actions will you take to recognize and reward the willing/visionaries?

We can't change people, but we can stop enabling poor behavior. How will you stop enabling the resistors?

CHAPTER SIX Change Is a Fact of Life. Get Over It. How to Call Your Teams to Greatness.

BOTTOM LINE

"Bulletproof (battle-ready) employees use change to their advantage."

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Reflect on the three competencies required to be battle-ready. Is there one that you can work on developing or better demonstrating to your team via your actions? How could this positively impact the value you bring to your organization?

Access the Negative Brainstorming tool on the Reality-Based Leadership website. In what circumstance can you use this tool in the next two weeks? How could this positively impact your outcomes?

Access the Thinking Inside the Box tool on the Reality-Based Leadership website. In what circumstance can you use this tool in the next two weeks? How could simply using "and" instead of "or" positively impact your outcomes?

Think about an upcoming and major change in your work or life. What best practices will you begin using? How will you build loyalty while redirecting energy to the future and what you are trying to create?

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CHAPTER SEVEN

Opinions No Longer Count. Actions Do!

NO EGO CORE BELIEF

"It's nearly always action, not opinion, that adds the most value."

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What are the seven limiting beliefs that hold leaders back? Many of these are conventional leadership wisdoms that we've learned in traditional leadership training. Which one(s) are you ready to move beyond?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

What will you change in your approach? How will this positively impact your results?

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EGO BYPASS TOOL

The Results Circle

The results circle, simply by placing it in a prominent place, can be a powerful self-awareness or in-the-moment coaching tool to redirect energy. How will you use it to shift energy into more productive pursuits? Simply ask: What side of the circle am I on right now?

YES	NO
Accountability	Right v Happy
Responsibility	Blaming
Teamwork	Colluding
Positive Results	Victim
Continuously Learn	Reasons
	Stories
	Excuses

CHAPTER EIGHT

Stop Judging and Start Helping. The Golden Rule of Teamwork.

BOTTOM LINE

"Clarity is the source, not the product, of a high efficient and successful team."

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BOTTOM LINE

"Trust is a choice."

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Teams who have high conflict also have high states of _____ ? How can you use the goals, roles and procedures assimilation to reduce ambiguity (which is the enemy of accountability!).

What are three ways you could improve clarity to allow for more skillful delegating? What could you accomplish with this extra energy and resources?

As Reality-Based Leaders, we recognize we are human. We practice with the best intentions, and sometimes, we simply need a do-over! When you find yourself getting off track, what is your plan to regain positive momentum?

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CONCLUSION

The Reality-Based Leaders Manifesto

BOTTOM LINE

"Reality is rough. Leadership is love."

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Read the Reality-Based Leader's Manifesto. Which of the 12 is your favorite?

What will you work on first? How will you lead the way?

How will you work with the willing and share the philosophy with others?

CONCLUSION Self-Reflection

Reflect on your original goals: What have you accomplished? How have you changed your approach? What has your team accomplished?

How many minutes, per day or week, do you think you've recaptured and returned to innovation, creativity, teamwork and the bottom line?

After reading this book, what three actions are you committing to? What is your team committing to? What's changed in your approach to assessing their level of willingness and commitment? What have your results been?

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LIVE IT Keep Going

How is the feedback you've sourced from others proven helpful?

Who is successful in an area you want to accomplish? What actions do they take?

How will you live the Reality-Based Leadership philosophy in your life? In your work?

SHARE YOUR STORY

Tell us how the book, Reality-Based Leadership, and the tools to help you ditch the drama and restore peace and sanity, have improved your life and the life of your friends, family and work teams. We'd love to hear from you via our social channels!

#RealityBasedLeadership · @leadwithRBL · Facebook · LinkedIn · X · YouTube · Instagram

READ MORE OF OUR BOOKS

How We Could: The Framework to Lead Without Drama, Build Alignment, and Call Teams to Greatness

The Reality-Based Rules of the Workplace: Know What Boosts Your Value, Kills Your Chances, and Will Make You Happier

No Ego: How Leaders Can Cut the Cost of Workplace Drama, End Entitlement, and Drive Big Results