

# Be prepared



Being on time for important events is essential, however, being prepared is paramount.

By “being prepared”, I don’t mean having the presentation on a back-up USB key

I’m talking about BEING prepared for what you are going to be DOING

How prepared are you physically? Are you energised and fuelled up with enough stamina to get you through the event? Are you looking the part? Are you ready for action? If the answer is no; you are not prepared.

How prepared are you emotionally? Do you feel connected? Are you ready to be spontaneous and enthusiastic while maintaining empathy? Are you feeling positive? If the answer is no; you are not prepared.

How prepared are you intellectually? Do you have facts and figures at your fingertips? Can you explain what you need to explain simply, concisely and clearly? Are you ready to back up your arguments? Are you focused on this event or the next event? If the answer is no; you are not prepared.

How prepared are you spiritually? Are you aligned with your values? Is your mission clear? Is what you are doing meaningful to you? If the answer is no; you are not prepared

If you are not physically energised, emotionally connected),

mentally focused and Spiritually aligned; you are not prepared

Being physically prepared means eating correctly, respecting your circadian rhythm, exercising regularly and taking breaks during your day.

Being emotionally prepared means accessing pleasant emotions, developing self-confidence & self-control, looking for the positive in the negative and doing things that you like.

Being intellectually prepared means controlling what you can control, avoiding multitasking, setting priorities and developing mindfulness.

Being spiritually prepared means respecting your values, clarifying your purpose and doing meaningful work.

Four questions to ask yourself before an important event:

- How physically ready do I feel for what's ahead?
- How emotionally ready do I feel for what's ahead?
- How mentally ready do I feel for what's ahead?
- How spiritually ready do I feel for what's ahead?

Preparation is the secret to success! Sports players go to the gym to prepare, dancers go to the dance studio to prepare and musicians go to the recording studio to prepare; it's their practice and preparation that makes it all seem so easy – if you want to improvise during a tennis match, while dancing or during a guitar solo, you need to master the basics!

If you want to have impact in what your doing, you need to be prepared!