

DAILY TRAINING MANUAL

RHONDA BRITTEN

FROM THE AUTHOR OF *FEARLESS LIVING*



12 WEEKS! ONE LIFE YOURS!

TAKE BACK YOUR TIME – TAKE BACK YOUR
RECLAIM 10 HOURS A WEEK OR MORE

**ONE WEEK
BONUS!**

Fearless Living Institute™

Daily Training Manual

By Rhonda Britten

My Commitment

I, _____, am committed for the next 7 days to:

Live with Intention in order to focus on what matters most. (Intention)

*See the love, the good, and the opportunities that come my way
(Gratitudes).*

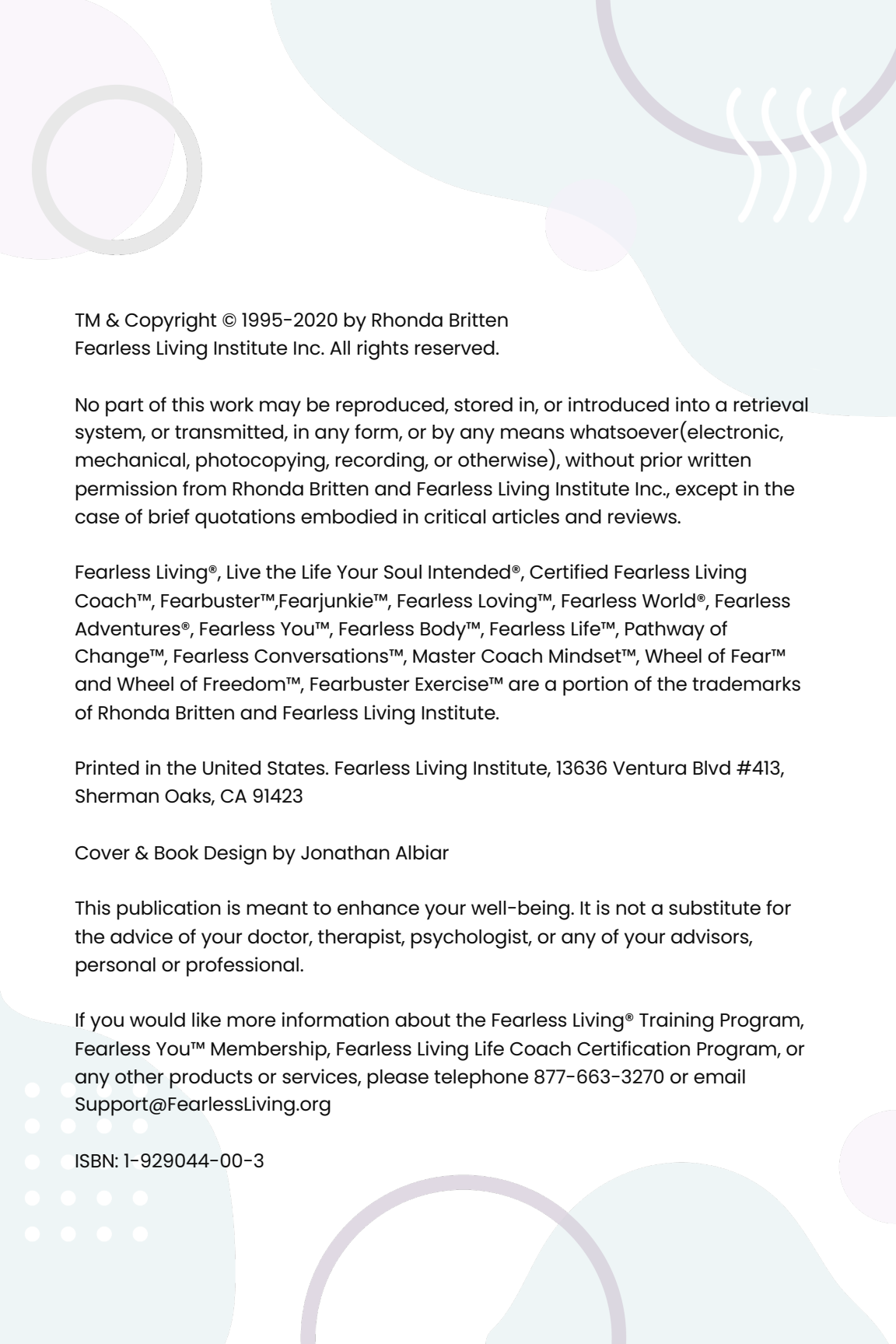
*Be awake to even the tiniest steps that I have been willing to make as I
move toward my full potential (Acknowledgements).*

*Track my progress to assure that I'm living according to my
commitments I make to myself and others (Daily Life Log).*

*I agree to complete all 7 days of the Daily Training Manual to maximize
my success in increasing my confidence.*

Your Signature

Today's Date



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Fearless Living Institute™

Daily Training Manual

By Rhonda Britten

The **Daily Training Manual** is the first step in taking back your life, building your self-esteem, and increasing possibilities for your future. It is a series of four simple exercises that, when done daily, will transform your world.

These exercises have been done, with amazing results, by the women of the **Starting Over House** and thousands of individuals who have participated in **Fearless Living Seminars**, worked with me in private sessions, attended a **Fearless Keynote**, or listened to audio clips via the website.

1. **No Expectations**
2. **No Complaining**
3. **No Excuses**
4. **No Beating Yourself Up**

If you feel confused, disappointment or misunderstood: Expectations may be behind your frustration.

If you are tired, lacking creativity, frustrated, don't feel included, or a dissatisfied: Complaining may be the culprit.

If you have no control, experience victimization, can't seem to find time or feel powerless: Excuses are running your life.

If you don't think you can do it, don't believe compliments, lack self-esteem, are unable to take risks or move forward: Beating yourself Up is stealing your life away.

That's right... To become **100% YOU**, we need to remove all the blocks between and your personal satisfaction. Most of our blocks are developed, then stay in place, due to the **Four No's**.

“Actions change thoughts which change beliefs.”
– Rhonda Britten

The ***Daily Training Manual*** will turn your NO's into new-found energy, power, and peace. We do that through four profound yet straightforward exercises. When done daily, they have a powerful impact on every area of your life. The key: The more consistent and invested you are in completing them, the more results you will see. The outcome is up to you.

The exercises go from easiest to hardest, each building upon the other.

Do not be fooled by the apparent simplicity of the work. Transformational exercises do not have to be complicated to produce life-changing results.

Below I briefly explain the four principles. If you want more in-depth support, please read *Fearless Living*, specifically chapters six, seven, eight and nine.

How to use the *Daily Training Manual*:

Each day you will set an intention, list five Gratitudes and five Acknowledgements while keeping track of your time hour after hour.

1. In order to give up expectations, you must have Intention.

It's important to choose an Intention that will remind you of your focus of the day. What you focus on determines your actions, thoughts and

feelings. Choosing to be conscious of your Intention says that you are taking responsibility for each decision you make.

For instant, "I am now willing to practice loving kindness to myself and others" or "I am now willing to practice healthy choices in all I do" or "I am now willing to practice speaking only the truth."

Expectations focus on what you want from others while Intentions help you stay true to you want to become.

"You are doing better than you think you are."

-Rhonda Britten

2. The cure for complaining is gratitude.

"When you have attitude, go to gratitude."

- Rhonda Britten

Gratitudes are the expressions of gratefulness for things outside of you; people, places, situations and things that are external. Be as specific as possible in your Gratitudes.

For instance, "I am grateful for green grass" is a general statement. If you were to read that a year from now, you probably wouldn't be able to recall the specific instance.

"I am grateful for the way the clouds part, allowing the sun to shine on the flowers coming up through the cracks in the sidewalk..." Now that's specific! A year from now, you will remember that day, that place...

Gratitudes are very powerful. They literally change your perspective of the world. When your mind shifts, you are open to possibilities and opportunities in unexpected places. You become more positive. You see people differently. You begin finding you again. You see the sun on the flowers again.

“Let the work work you.”

-Rhonda Britten

3. The cure for excuses is a Life Log.

Our excuses keep us stuck, disappointed and filled with blame. They let us, supposedly, off the hook. But then why do we feel so badly about ourselves?

We tell ourselves, “If only something else would have happened,” or, “If I had more time, energy or money, I could do this...or that.” Do you begin handing out your excuses to family and friends if you aren’t getting where you want to go in life?

The Life Log will show you just that. It takes away all of your rationalizations, excuses and “really good reasons” why your life is the way it is. The Life Log makes you responsible for every hour of every day. You can now change your circumstances, your job, or your love life if you know how you are spending your time.

Your job is to keep track of what you are doing every half-hour. Yes, that’s right...every half-hour. If you are like most of my clients, you are thinking, “I don’t have time for that!” Yet the results speak for themselves: **You don’t have time NOT to.**

The Life Log will uncover where you are living your life—and where you are wasting your time.

At each half-hour interval, jot down the activity you were engaged in. Were you at work? Talking to a friend? Watching TV? Keep track of whether it was personal or business, whether it was with a friend or your family.

At the end of the first week, develop categories that reflect time spent. Your categories may include things like: work, friends, family, hobbies, spiritual, personal growth, home-based business, health or nurturing.

I have included a chart with the most common categories, yet it doesn't matter what you name your categories. They are your categories. Call them what you'd like; it's up to you.

Remember: When you are taking responsibility for your time, you begin to take responsibility for your life. The power is back in your hands.

“Honor Your Feelings, Act on Your Commitments.”

–Rhonda Britten

4. The cure for beating yourself up is Acknowledgements.

We all do it.

“I look so fat.”

“I can't believe I did that. I was so stupid!”

“I should know better by now.”

“What is wrong with me?”

Beating ourselves up keeps our fears in place and our confidence low. Our negative self-talk disempowers us. It leaves us to fight our daily

battles and challenges with no self-esteem or confidence. We wonder how we can take new risks when we can't even get over seemingly simple problems. Yet we can.

The key to building our self-confidence and increasing our willingness to take new actions is **Acknowledgements**.

Acknowledgements erode away the power of negative self-talk.

Acknowledgements are internal. They are about you. Any new insight, behavior, awareness or thought is a potential Acknowledgement. Even if you think it is too small, write it down. Acknowledge yourself. If you don't think it is good enough, write it down anyway.

When I was losing weight, I acknowledged myself for the first baby step: Finding a gym. Next, I acknowledged myself for walking on the treadmill for five minutes. That's right: five minutes.

We think we can only give ourselves credit if we take huge steps, yet permanent change takes place with small steps.

To Live Fearlessly, you must be willing to acknowledge your growth and transformation. You must be willing to give yourself a break and acknowledge yourself for any movement, no matter how small.

In doing your **Daily Acknowledgements**, you will begin to count on yourself. You begin to walk your talk. **Acknowledgments** build a solid foundation so you can take the risks that will lead you down the road to success.

Do your Acknowledgements daily and be specific to get the best results.

If you have trouble giving yourself credit or get side-tracked focusing on how it could have been better if you only had more time, this exercise will be HARD! (Here's where you take a big breath!)

The good news. If you consistently do your Acknowledgments, I promise you will not get an out-of-control ego or become too big for your britches. In fact, if you have a hard time with acknowledgments, I know you've been beating yourself up for SO long and SO relentlessly, it is IMPOSSIBLE. Why? Because you're an expert at giving your power away and putting yourself last. Do your daily Acknowledgements consistently and your confidence will soar (and you won't become a selfish or "big headed." Promise.)

This can be the hardest exercise to do. Most people have difficulty giving themselves credit, because all they see is how it could have been better, or they think they will get a "big head." Perhaps they think it is selfish to say nice things about themselves. On the contrary: I guarantee you will not develop an out-of-control ego or get too big for your britches. Most people have beaten themselves up for SO long and SO relentlessly it is impossible to become anything but healthy in the process of **Acknowledgments**.

"There is nothing wrong with you. It's just fear."

-Rhonda Britten

Working through this manual is not about perfection; it is about doing the best you can. Do it whether you feel like it or not. Do it for the sake of doing it. The more you judge or worry about the effectiveness of this manual, the less time you're giving it to transform your life. As we say in Fearless Living, "Let the work work you."

Be kind to yourself. You can do this. You are worth it.
Choose this for yourself and your future.
Your transformation has already begun... xoRhonda

Date _____

Today's Intention

Today I am willing to practice... _____

Gratitudes

Today, I am grateful for...

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Acknowledgments

Today, I acknowledge myself for...

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Today, I practiced loving myself when... _____

Insights for today _____

Life Log

6:00 AM	_____	6:00 PM	_____
6:30 AM	_____	6:30 PM	_____
7:00 AM	_____	7:00 PM	_____
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4:30 PM	_____	4:30 AM	_____
5:00 PM	_____	5:00 AM	_____
5:30 PM	_____	5:30 AM	_____

Water Intake



“Invest in the life you have to get the life you want”

-Rhonda Britten

Date _____

Today's Intention

Today I am willing to practice... _____

Gratitudes

Today, I am grateful for...

- 1 _____
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Insights for today _____

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5:30	AM	_____

Water Intake



"Do what you can when you can the best you can."

-Rhonda Britten

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Water Intake



“Slow is the new fast”

-Rhonda Britten

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Water Intake



"Give yourself a break but don't let yourself off the hook"

-Rhonda Britten

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Water Intake



“Are you making it up or is it a fact?”

-Rhonda Britten

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Water Intake



"No one can be fearless alone."

-Rhonda Britten

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Water Intake



“Live the Life Your Soul Intended™”

-Rhonda Britten

How many hours did you spend in each category this week?

CATEGORY	SAT	SUN	MON	TUE	WED	THU	FRI
<i>Career</i>							
<i>Creativity/Hobbies</i>							
<i>Family</i>							
<i>Finances</i>							
<i>Health/Fitness</i>							
<i>Intimate Relationship</i>							
<i>Personal Growth</i>							
<i>Spiritual</i>							
<i>Self-Care</i>							

Insights and awarenesses for this week:

Motto for the week:

I am willing to practice being kind and gentle towards myself.

Congratulations!

You have just completed your first week!

How did you do? _____

Did you write down five Acknowledgements a day? _____

What about Gratitudes? _____

Remember: Your job is to make progress, not obtain perfection.

Three days of Life Logs are better than none. _____

Four Gratuities are better than two. _____

Did you develop your categories? _____

Did you add up your hours in each category of your life log? _____

Remember: You can always change your categories.

Keeping track of your hours can be an eye-opening experience.

Most of my clients are quite surprised with the way they are spending their time. They thought they just spent it differently, yet there it is in black and white.

Did you notice any areas where you would like to improve? _____

Any areas you completely neglected? _____

Areas you are doing better than you thought? _____

Great! Good Work!

No matter how much or how little you did this week, acknowledge yourself on moving forward. **You are on your way...**

What's the #1 thing you learned during the past week? _____

What's the #1 tool you'll practice during the past week? _____

What is the #1 shift you made during the past week? _____

WHAT'S NEXT?

Congratulations! You just finished the first 7 days of the Daily Training Manual. There's no turning back now.

Your Fearless Journey has begun...

- If you want to be absolutely certain that what you've learned in this chapter really sticks and you don't fall back into old patterns (which is probably what's happened after every other self-help book you've read)
- If you want to get to the source of that darn fear of yours and not let it take you down ever again
- If you want more support and accountability on your path out of fear, we have a slew of resources for you...

Here are 3 ways we can help you become fearless!

1. When you're ready to get results...

Fearless You™ is your next best step!

As a member of Fearless You, you'll discover how to live on purpose, with purpose, feel comfortable in your own skin, and access your personal power whenever you need it. You'll gain the gift of clarity, feel more connected to yourself and those you love, and have the confidence to go anywhere, do anything, and meet anyone...fearlessly.

If you liked the Daily Training Manual, you'll love Fearless You. It's jam-packed with the tools, skills and support you need to become the person you were born to be.

Plus, each month you'll gain access to curated content that's crafted by Rhonda to help you move forward no matter what.

If you want to embody what you read, and not just read about freedom, visit: www.FearlessYou.com

2. Grab a copy of my #1 bestselling book, *Fearless Living*®

Fearless Living will help you identify the root cause of those lovely fears that have been holding you back. Translated into 16 languages and read by hundreds of thousands of people, *Fearless Living* uncovers the secret behind 'why' you get stuck and beat yourself up. It's called the Wheel of Fear and yours is unique and personal to you. More importantly, you'll also discover the antidote called the Wheel of Freedom.

Imagine...no more confusion, no more stuck, no more pretending!

It's your time to (as we say in *Fearless Living*)... "Live the Life your Soul Intended®"

Grab *Fearless Living* at <https://FearlessLiving.org/books>

3. Are you an A player but not quite having the career of your dreams?

Is your destiny calling but you're not quite sure you have the courage or talent to answer?

Have you been feeling dissatisfied because your struggling to fulfill your potential?

Would you like to reboot your career, get a side-hustle, or give back in a way that aligns with who you really are?

Then it's your time to...

Become the Life Coach Everybody Wants!

We've trained doctors, photographers, judges, engineers, bus drivers, corporate managers, ministers, nurses, social workers, Pilate instructors, and I could go on. Some folks even become Certified Fearless Living Life Coaches simply to become the best parent they can be.

Let me tell you why we're different than any other program out there:

- 1) We believe in apprenticeship. (It's the heart of what we do.) Throughout the nine-month program, you'll be supervised and mentored one-on-one by a Master Certified Fearless Living Coach;
- 2) We believe in real-life study clients with real-life issues to support your real-life coaching experience (no peer-to-peer study clients allowed);
- 3) We believe in coaching skills more than content. That's why we've developed 8 coaching skills that lay the foundation of HOW to coach, and then, we add in WHAT to coach. This dynamic duo gives you confidence to step into your calling with purpose, passion, and power.

Plus, with our Fearless CEO modules, you'll learn how to apply your coaching skills to your current career or become your own boss by building your own coaching practice. Anything is possible when you know how to master fear.

I promise it's not too late to become the coach, leader, or parent you were born to be.

Find out more at <https://lifecoachcertificationprogram.com/>

Choose your next step. It's time to "Live the Life your Soul Intended."

xoRhonda

WHAT OTHERS ARE SAYING ...

Everyone needs Fearless Living.

- Oprah Winfrey

Rhonda Britten has risen from the ashes of genuine catastrophe. She has seen the deepest darkness and found her way beyond it. Hers was not an easy path, by any means. What she has accomplished within herself, and now helps others to accomplish as well is nothing short of miraculous.

- Marianne Williamson, Author of "Return to Love"

Rhonda Britten has exposed fear for the imposter that it is. "Fearless Living" has the potential to neutralize any fear-based habits standing between you and the fulfillment of your destiny. Fear will flee in the face of your self-dominion as you master the powerful principles she has perfected through her own practice.

- Dr. Michael Beckwith, Founder, Agape International Spiritual Center

I used to dream of a life I never thought I could have; I am living that life now. Rhonda and Fearless Living gave me the tools, the support and the encouragement to show me how to become the person I always wanted to be. I've lost weight. I have stopped being in unhealthy relationships and have more healthy ones than I ever dreamed possible. Fearless Living works!

- Karen Hudson, CFLC, MP, HC, Change from the Inside

The most amazing thing I can say about Rhonda and Fearless Living is that through my darkest hour, I learned how to accept love, support and to use the tools that Fearless Living provided so I could change my life for myself. That has been the greatest gift of all. It is from this change that I have found my love for myself, my power and my light and I know now, truly know, that I am enough and deserve to be happy. I am now able to say that fear no longer runs my life, I run my life. I make decisions based on my own truth and that is the most empowering gift that Fearless Living has taught me. It's because of that

empowerment that I look forward knowing that the best is yet to be.

- Beth Lozier, Construction Technology and Estimating Manager

Everyone I know says I'm a much less uptight person now. I have an inner peace that I never had before. I have tools for handling stressful/painful/frustrating situations that would they consumed me before. I feel free!!!

- Elisa Berger-Shoemaker

If you were to read Rhonda's books alone, it would change your life. If you get to work with a coach from her Fearless Living Institute, you will be amazed at the progress you can make in your life. If you are fortunate enough to work with Rhonda, it will change your life forever. Her insight into what makes us tick is so deep and the ways she has developed to get to the 'heart' of the matter are amazing. Then she shows you how to bust through your barriers and get on a fearless path to your best life.

- Denise Rolan, Holistic Health Practitioner

Over the last 10 years, the tools and skills of Fearless Living have supported me to go anywhere, meet anyone and do anything. I have learned to love better, father better and become a better me. Read it, then live it.

- Mark Sansoucy, MindEngines Inc, Father, Husband

Fearless Living, in a word, life changing. It gives me the ability to stand in my own power by embracing my true self while simultaneously providing the tools to reduce the negative impact of any situation.

- Deb Hagen-Foley, PhD, Associate Dean, Institutional Effectiveness and Assessment, Research Psychology

The passionate, experienced wisdom conveyed in Fearless Living revolutionized every facet of my existence. Fearless Living cracked my code of people resistance and offered me a path to connection and loving, nourishing relationships that I follow every day. I no longer isolate and now have the skills to make friends, keep friends and work

through the hard times of any relationship. To see the world through a fearless lens is a gift I wish every human being.

- Andy Paige, Inventor of the Girly Go Garter, Author, Style on A Shoestring

The only reason you wouldn't buy the book Fearless Living is the exact reason you must. Everyone has fears, including you! As a successful international entrepreneur, I considered myself fearless until I was introduced to Rhonda Britten. She demystifies fear in such a way that it becomes crystal clear very quickly what has been holding you back, even in the most subtle ways. I want to be more successful, not less. If you do, read this book.

- Mark Fitzpatrick, CEO Go Fit International

There's a reason an author gets defined by their "breakthrough work." Rhonda's flagship book joins an elite league of work that penetrates our surface thinking without suffocating us with theory and models. What she experienced at a young age is shocking and ultimately propelled her to overcome seemingly insurmountable odds. Hearing her story and how she worked through it to be a stronger, more resilient person is the starting point for the rest of us. This is one of those reads that sticks with you; I read Fearless Living 10 years ago and it has undoubtedly altered the way I perceive situations and interactions with others. If you want to understand the 2 underlying emotions that drive our every waking moment (fear and love), you must read this book.

- DawnMarie Vestivich, Master Trainer at Pinnacle Performance Company

Now, it's your turn. Write your success story here:

ABOUT THE AUTHOR



She's been read, heard, and watched by millions, coached tens of thousands of clients, and trained hundreds of coaches. And now, she wants to share everything she knows with you.

Rhonda Britten -- Emmy Award-winner, 4x Bestselling author, Repeat Oprah guest, Master Coach, and founder of the Fearless Living Institute – has devoted her life to one thing: teaching people how to master fear. She has created a method for anyone to overcome the insidious fear of “not being good enough” using the “Wheel Technology” she developed to save her own life.

What she teaches is what she has lived.

Marianne Williamson says, "Rhonda Britten has risen from the ashes of genuine catastrophe. She has seen the deepest darkness and found her way beyond it. Hers was not an easy path by any means. What she has accomplished within herself, and now helps others to accomplish as well is nothing short of miraculous."

A respected life strategist, Britten is inspired and inspiring with a pinpoint ability to see through to the core of the issues at hand and to address them straight on. Her instinct and intuition, honed over years of coaching private clients, leading workshops, creating courses, and on her television programs, set her apart. Her insights are impeccably delivered in a no-nonsense but compassionate manner resulting in

maximum results. Rhonda is adept at creating dynamic action-oriented exercises which complement her sophisticated yet straightforward "Wheel of Fear" and "Wheel of Freedom" models upon which her work is based.

Rhonda's passion for overcoming emotional fears was born of personal tragedy. She became an orphan at fourteen when she was the sole witness to her parent's murder-suicide. In overcoming the legacy of this terrifying life-stopping trauma, Rhonda developed the principles and resources that she would later use to heal herself and so many others.

Rhonda's personal story is one of triumph over a tragedy that few experience. After looking for relief in therapy and searching for answers in books, she found that she still believed that, no matter what she did or how hard she tried, she couldn't overcome her past. When she woke up from her third failed suicide attempt, she knew she had to find the answer to her pain, or she'd stay forever stuck in a spiral of depression, suicidal thoughts, and addiction.

What she discovered is a pathway to freedom that cuts through false beliefs, negative thoughts, and the silent, secret fears every human being carries. Her simple yet life-altering method is called Fearless Living. It is anchored in cognitive principles proven to change neural pathways and allowing people to experience a more fulfilled life. Her tools are grounded in science, practical, and doable, and she uses everyday examples that speak to her students in immediate ways enabling them to create lasting positive change and to communicate in more connected relationships in new and better ways.

Rhonda was the first Life Coach on television in the world on the first show of its kind, "Help Me Rhonda." Best known for her work on the hit NBC reality show "Starting Over," she was named its "Most Valuable Player" by The New York Times and heralded as "America's Favorite Life Coach." Then, celebrities came calling, and she joined the cast of "Celebrity Fit Club." To date, Rhonda has altered lives in more than 600

episodes of reality television seen in more than 25 countries and has impacted millions worldwide.

Rhonda has been featured in Good Housekeeping and London Sunday Times as well interviewed on "Oprah," "Steve Harvey," and "The Today Show," to name a few. Rhonda is a seasoned media personality and the author of four bestselling books, including her seminal work Fearless Living (translated into 16 languages) that shares her groundbreaking work called the "Wheel Technology." Her other books include Change Your Life in 30 Days, Fearless Loving, and Do I Look Fat in This?

Based on her premise that "no one can be fearless alone," Rhonda established the Fearless Living Institute in 1995. It hosts book groups, online courses, in-person experiential workshops, Fearless You membership, and certifies Fearless Living Life Coaches and trainers based on Rhonda's teachings. The Fearless Living Life Coach Certification Program is considered the Ivy League of Life Coaching Training.

Her work is being used in therapists' offices to improve communication and heal relationships, in the government counseling military vets, in hospitals supporting nurse-doctor-patient relationships, and in schools working with students and faculty.

She hosts two popular podcasts: "Master Coach Mindset" devoted to the "art of coaching" and "Fearless You" committed to setting the world free from fear. She is on the faculty at the Omega Institute for Holistic Studies in Rhinebeck, New York; Kripalu Center for Yoga and Health in Stockbridge, Massachusetts; and 1440 Multiversity in San Jose, CA.

Rhonda is a recipient of the "Coach of the Year" Award, the "Smart Women of the Year" Award, and has given keynotes to corporations and other organizations, including: Southwest Airlines, Blue Shield of California, Northrop Grumman, Social Media Week, and Copy Chief Live.

Find out more at FearlessLiving.org.

What would you do if had 10 extra hours in your week?
What would possible? What could you create?

NEVER USE TIME AS YOUR EXCUSE AGAIN!

America's Favourite Life Coach wants to show you how
to take back your time so you can take back your life!



Rhonda Britten — Emmy Award-Winner,
Repeat Oprah Guest, 4x Best-selling Author,
600 episodes of reality TV, Master Coach changing
lives since 1995. And now, your Coach!