Peak Performance Success in College and Beyond 10th edition Ferrett Solutions Manual

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Table of Contents

Chapter Overview 2
Learning Outcomes 2
Chapter Outline 2
Worksheets 3
Teaching Tips 4
Feature Notes 5
Personal Evaluation Notebook 5
Peak Progress 5
Think Creatively and Critically 5
Leverage Your Success ..... **Error! Bookmark not defined.**
Career in Focus 6
Peak Performer Profile 6
Answers to In-Chapter Critical Thinking Questions 7
Review and Application Notes 8
Case Study 9
Discussion Questions 10
In-Class Activities 11
Bonus Internet Exercises 12
Exercise 2-1: Students of Today 12
Exercise 2-2: Changes in the World 12
Additional Activities 13
Additional Resources 13
Additional Reading 14

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Chapter 2: Build Peak Habits

Chapter Overview

Chapter 2 presents information on how building strong habits can lead to success not only in school but also in one's career and personal life. Discuss with the students the importance of building lasting habits that can be key to lifelong success. The 10 qualities of a peak performer are highlighted, as well as steps for making positive changes and committing to them.

Learning Outcomes

Students will learn to:

- Describe how to build better habits
- Describe the top 10 qualities of peak performers
- Adapt and change by developing positive habits
- Overcome obstacles with positive habits

Chapter Outline

1) Build Better Habits
   a) Three Parts of a Habit
   b) Building the Habit: The Habit Cycle
   c) Applying the Habit Cycle: Homesickness
2) The 10 Qualities of Peak Performers
3) The Importance of a Positive Attitude
   a) Strategies for Creating Positive Change
4) Overcome Obstacles with Positive Habits
   a) Overcome Obstacles to Change
   b) Contract for Change

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Worksheets

2.1: Building Better Habits
This worksheet will help students focus on the habits they would like to change and the steps they need to take to achieve their goals. Emphasize that for a successful transition, they should focus on changing one habit at a time.

2.2: Applying the ABC Method of Self-Management
Students are asked to realize when they haven't put good habits into practice and what changes they should make to get positive results.

2.3: Overcoming Resistance to Change
This worksheet will help students list areas in which they resist change and strategies for overcoming resistance. You may want them to reflect on what they are resisting and then brainstorm ideas in their assigned groups.

Career Development Portfolio: Planning Your Career
Students should begin to think about the types of careers they are seeking. Then they should set up a plan for obtaining jobs in those careers. This will help them start and implement their formulated career plan.

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Teaching Tips

SUCCESS PRINCIPLE 2: Focus on SIMPLE CHANGES, not *total makeovers*

The 10 Qualities of Peak Performers
This chapter explores how peak performers have certain positive habits that they put into practice in everything they do. Ask students if they can identify with these habits and if they agree they are important to becoming a peak performer. Accent the value of character. The Peak Performance Success Formula reinforces that effort and practice are essential for creating lasting habits.

The Importance of a Positive Attitude
We all have filters that distort incoming information, and may make it more difficult for us to change. Ask students what success habits they have actually incorporated into their daily lives. Have students review their attitudes about changing their habits. Lead the class in a discussion by asking the following questions:

- Are you positive and motivated?
- How important are habits?
- How important is commitment to success?

Strategies for Creating Positive Change
Review the strategies for change. Start with manageable goals! Have students complete Personal Evaluation Notebook 2.1: Make a Commitment to Learn and Apply Positive Habits.

Overcome Obstacles with Positive Habits
There are many reasons for not changing habits. Most of us resist making long-lasting changes, because we are comfortable with our old habits. Blaming others or the situation is also a major barrier to changing habits. Have students think about creating a script for breaking unwanted habits and solidifying new ones. Have them complete Personal Evaluation Notebook 2.2: Overcome Obstacles with Habits. Discuss how to face fear and overcome resistance.

Have students identify habits that would lead to success, as a class choose one and build the habit cycle on the board with the class. Come back to these habits each week and discuss how students are implementing them in their daily lives. Discuss challenges, obstacles, and progress. Help them understand building new habits takes time and practice.

Contract for Change
Have students reflect back on their Mission Statement to clarify their direction. Then they can complete Personal Evaluation Notebook 2.3: Commitment Contract to help them focus on the habits they most want to change.

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Feature Notes

Personal Evaluation Notebook

2.1: Make a Commitment to Learn and Apply Positive Habits
Discuss the importance of positive habits. Have students complete the list of questions. Ask them to add additional positive habits that have helped them to succeed.

2.2: Overcome Obstacles with Habits
Discuss how obstacles can be overcome through building positive habits. Have students analyze the obstacles they may face in achieving various goals and then have them brainstorm specific steps that can be taken to overcome each obstacle.

2.3: Commitment Contract
Assign this exercise for homework. Students should use it as a benchmark for the school term. They can use it again for long-term changes.

Peak Progress

2.1: Applying the Adult Learning Cycle to Developing Positive Habits
Have students review the adult learning cycle. Discuss the importance of patience and practice. It takes time and commitment to replace negative habits.

Think Creatively and Critically

Sample answers are provided for the in-text questions:

How can Cameron be accepting of Tracy's good qualities and allow a connection to stay strong while staying focused and productive? It is important for Cameron to stay focused on her goals and not become influenced by Tracy's bad habits. That said, Cameron doesn't have to stop having fun with her friend, she just needs to stay true to the habits she has established that impacts her success. Cameron's influence on Tracy may result in Tracy learning some useful habits.

If you were Cameron, what would you say or do to help Tracy create and focus on important goals and drink in moderation? Although some people tend to be more negative or optimistic than others, everyone can become positive and motivated. For some, it may take a bigger mindshift, but it's achievable. Cameron can help by remaining positive rather than feeding into Tracy's inertia. She can invite Tracy to join her in outside learning opportunities, such as special seminars and classes. Part of Tracy's attitude may be a result of low self-esteem. Cameron can casually ask Tracy about her goals in life and the steps to get there (i.e. mission statement, short and long-term goals). Cameron can suggest resources, such as the career or advising center which may have good suggestions about courses, careers, or programs that would interest Tracy and give her something to get excited about.

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What resources are available on campus that might help Tracy? Answers will vary widely, since each campus can vary. Resources though to consider may include the advising and counseling center and instructors.

Leverage Your Success

This activity encourages students to eliminate negative behaviors that may impact their success. Learning how to recognize triggers that may set off emotions of anger, frustration, and worry is important. Connecting with those individuals that can provide support and encouragement during challenging times and engaging in activities that are positive influences towards success are all useful tools to consider.

Career in Focus

Good Habits in the Workplace

What might be the result of poor work habits for a carpenter working as an independent contractor?

As an independent contractor, you alone represent your business, and it is important to have a good reputation. Otherwise, your business will suffer. Poor work habits will create severed relationships with existing clients, difficulty in acquiring new clients, and expenses for loss of business, among other problems.

Peak Performer Profile

Ben Carson, M.D.

Explain how attitude played a part in Ben Carson's success. What are some habits he established in his childhood that contributed to his future achievements?

Answers will vary. Students should recognize that Carson's positive attitude, motivation, and integrity were the driving force to his success. He suffered setbacks, but was resilient and overcame them with his positive and motivated attitude.

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Answers to In-Chapter Critical Thinking Questions

Figure 2.1: Peak Qualities

Peak performers translate positive qualities into action. Do you demonstrate these qualities consistently? Student answers should demonstrate their knowledge of what is considered peak qualities. Answers will vary depending on their own personal strength and weaknesses in putting these qualities into action.

Figure 2.2: Courage to Overcome

These peak performers demonstrated discipline, dedication, and a positive attitude to reach their goals despite obstacles. What stands in your way of realizing your goals? What steps could you take to overcome obstacles? Answers will vary depending on the student's goal and what obstacles must be overcome.

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Review and Application Notes

Potential answers to the Review Questions.

1. Describe one or two qualities of peak performers that you'd like to foster.
   Answers should include one or two of the following and the reason for why the student would like to foster the specific quality. 1) honest; 2) positive; 3) responsible; 4) resilient; 5) engaged; 6) willing to learn; 7) supportive; 8) a creative problem solver; 9) disciplined; 10) grateful.

2. Explain why a positive attitude is important in changing habits.
   A positive attitude impacts the chance of success in changing the habit. The more one believes in the positively that the habit can change, the more probable success is in adapting the habit.

3. What are two or three resistors and obstacles to change?
   Resistors include: Lack of awareness, resistance to the unknown, familiarity and comfort, independence, security, transition, embarrassment, responsibility, environment, cost, and difficulty,

4. *Why is creating a routine and practicing so important to changing a habit?*
   A habit cannot be changed overnight. It takes repeatedly performing the desired habit for it to become second-nature.

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Case Study

Spreading Good Habits

The purpose of this case study is to highlight the importance of positive work habits for school and job success. Suggested answers follow.

In the Classroom

1. Craig should find out what kind of special tutorial and learning assistance programs are offered at his school. He should get extra help early because he must view school with a positive attitude and learn positive study and work habits. Many schools offer assistance and workshops or classes on study skills. Some schools also offer a mentoring program where students receive support and encouragement from older students or faculty. Craig needs to set up a supportive study area, surround himself with serious students in a study team, and make a commitment to attend all classes. As he learns positive habits and skills, he will feel more confident and competent.

2. One of the best strategies is to develop specific goals. Craig should write out his goals and visualize himself achieving them. He should use affirmations and focus on his successes. He may want to use the Internet to find inspirational stories of people who have overcome setbacks and are resilient and positive.

In the Workplace

3. Craig can help train his staff in good habits by first taking control of how he interprets events, reactions, and behaviors. He should try to see things in a positive rather than negative way. His example of seeing the best rather than the worst in people and events will create a benchmark for positive staff behavior and habits. A positive and motivated staff will increase productivity.

4. Craig can be more successful by realizing the importance of positive habits and commitment. He needs to realize that learning is life-long and, therefore, he should assess his attitude, habits, and skills on a regular basis. Reviewing positive habits for peak career performance is a strategy that will help him succeed.

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Discussion Questions

1. Which of the 10 qualities of Peak Performers do you feel are most important for a college student? Which of the 10 qualities of Peak Performers do you feel are most important for a worker? (LO 2.2)
   A student might benefit most from positivity, responsibility, high engagement and resilience. A worker might benefit most from honesty, responsibility, a willingness to learn, and being disciplined.

2. Which of the 10 qualities of Peak Performers do you find the easiest to practice? Which are the most difficult? (LO 2.2)
   Answers may vary.

3. List three positive changes that would have the greatest impact on your academic success (LO 2.3 and 2.4)
   Answers will vary.

4. Imagine your dream job. In what ways might the requirements and activities of this job change in the next five years? Ten years? (LO 2.3 and 2.4)
   Answers will vary, but many might include greater use of technology and the capacity to network in a diverse work force.

5. What are some creative ways to deal with change? (LO 2.3 and 2.4)
   It is easier to accept change when you learn to see it as a benefit. Prepare for it, read up on what may occur, plan for some of the consequences, talk to others about it, find the silver lining, and find way to capitalize on it.

6. What is the biggest change you have ever experienced? How did you manage the change? (LO 2.3)
   Survey the group for suggestions.

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In-Class Activities

1. Write the following sentence on the board- "Success builds upon success." Pair up students and ask them to describe what this phrase means to them. What personal examples in their lives do they have to exemplify what success means? What does it mean to be successful? Have each pair present their examples of success to the class for discussion. Are there similar traits or characteristics for each example?

2. What does resilience mean? Have students brainstorm a list of names, characteristics, adjectives, etc. that come to mind when they hear or see that word. Have students discuss the factors that a person needs to possess or incorporate in their actions to make him or her a resilient person.

3. Why does attitude make a difference? It is often said that a positive attitude can lead to greatness regardless of a person's perceived physical, psychological or academic shortcomings. In groups, have students discuss examples of famous or successful individuals who overcame seemingly impossible obstacles, to reach their dreams because they had a "can do" and positive attitude. Instructors might want to assign this activity as a homework assignment and ask students to research this topic and present a true-life, real example of someone who accomplished their goals or dreams. You could also tie in the concept of resilience for this activity.

4. Ask students to list what they are grateful for. After they compile their list, then ask students to make a list of three ways they can give back to their community as a way of thanks and appreciation.

5. In groups, assign each group with one of the top 10 qualities of Peak Performers. Have each group discuss why their quality is important and examples of how students can incorporate that quality in their daily lives as a student and in their career. Or do the same with specific habits students would like to incorporate into their life.

6. Lemons into lemonade: In groups, have students list some bad habits such as procrastination, devoting the minimum number of hours required to study outside of the classroom, spending more money then I make, etc. Then ask each group to pick 2-3 of those bad habits and turn them around into positive habits. Have groups then share their results with the class.

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Bonus Internet Exercises

Exercise 2-1: Students of Today

(LO 2.3 and 2.4)
Watch the YouTube video, A Vision of Students of Today at http://www.youtube.com/watch?v=dGCJ46vyR9o and then answer the following questions:

1. Which of the statistics shown are true of you as a student?
2. How have college students changed in the past 20 years?
3. How do you imagine college students will be different in 20 years?

Exercise 2-2: Changes in the World

(LO 2.3 and 2.4)
Watch the YouTube video, Shift Happens at http://www.youtube.com/watch?v=66L80l7rAAo and answer the following questions:

1. What information in this video was surprising to you?
2. How do all of the changes discussed affect your future career?
3. In what way(s) do you think your dream job will change in the next decade?

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Additional Activities

A note to the Instructor: These activities are exclusive to this manual and are designed to meet the individual needs of your students. If applicable, these activities can be assigned to pairs or groups of students.

Contract for Change
Discuss the importance of writing down goals and action steps. Have students write a contract for change and discuss it in pairs. Remind students that important matters, such as real estate transactions, loans, marriage licenses, etc., require signatures. The act of signing a contract says, "I'm serious about this matter." When students are ready for a real change, signing a contract and discussing their commitment with another person may help them commit to making a lasting change.

Best Study Mode
Have students write down their best study modes, their personal study styles, and whether they have changed over the years. Almost everyone may fall into some kind of limiting behavior and habits that no longer support new goals. Part of being a peak performer is to discover what works and what doesn't work.

Additional Resources

On Campus: For more information on positive habits, students should visit the Counseling Center and the psychology department. Most schools offer workshops and classes on motivational topics, positive attitudes and success strategies. Students might also want to talk with their advisor or chaplain.

On the Internet:
Values and meaning:
http://studentvalues.fsu.edu/

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Additional Reading

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