



BEING A HUMAN ... that's enough

Module 1 SELF-KNOWLEDGE or WHO AM I?

The Workbook for The Programme Participants

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Modul 1 SELF-KNOWLEDGE or WHO AM I?

The Workbook for the Programme Participants

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What a piece of work is a man!

William Shakespeare



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MODULE 1 SELF-KNOWLEDGE or WHO AM I?

Knowing and developing yourself is an important part of a personal development.

This process involves also self-evaluation which we can use in deciding about our next direction of our life.

The next big part of this process is understanding of relationships – relationship to myself but also to the other people.

The personal development moves us in our lifeway to the harmonious inner survival and to better relationships with people, too.

Let's pass together a part of our life path and look for the answers to the question: "WHO AM I?" with following tasks.



TASK 1.1: Introduction

Surely, most of us have some nick name. The cause of the origin of this nick name can be different: derivation from the name, surname, or our appearance, height, performed deeds.

However, rarely the nick name describes the man according to his character. The closest to these nick names there are Native American Indian Names. They are mainly two words expressions which consist from an adjective and a noun, e.g.: Big Word, Brave Warrior, but also descriptive forms, for example: One Who Comes After the Storm, One Who Flies at Heights, etc. Your first task is to think out your American Indian Name which describes you.

Add a few sentence about why you've chosen such name.

Make sure you feel good with your new name.

My Native American Indian Name is:

This name I've chosen because...





TASK 1.2: The Johari Window

Within this task, make a test about The Johari Window which will figure the layout of your “windows”. The results of the test write into the chart.

Afterwards think and judge if the test result is in accordance with your self-image.

TEST The Johari Window

Instruction

Choose some situation which you are going to relate to and to think about when answering these 20 questions.

With every question divide 5 points between two given answers.

Example:

If two friends were arguing and their argument grew into a battle, I...

A. would call for help immediately.

B. would take action and persuade them to resolve the dispute later with a cool head.

Answer: A..... 1 point

 B..... 4 points

The sum of points must be 5 with every answer.

1. If my friend had personal disputes with our common acquaintance, who is important for him to get along well with,

A. I would tell my friend that he is also partly responsible for the problem and I would try to explain him how the other can feel.

B. I wouldn't interfere because I couldn't get along well with both together.

2. If I had a nasty quarrel with my friend some time ago and I realised that he didn't feel well in my presence since then,

A. I would avoid the situation getting worse, that's why I wouldn't discuss his behaviour and I would let things go naturally.

B. I would introduce a speech on his behaviour and ask him if he thinks that our quarrel has changed our relationship.

3. If my friend started avoiding me and behave oddly ...

A. I would point out his behaviour and ask him to explain me what this is about.

B. I would avoid the contact with him and I would stop behaving personally to him because he probably wants it that.

4. If I talked to two friends and one of them started to talk about my personal problem which was related to the other one but he didn't know it yet, ...

A. I would start to talk about something else and give my friend a sign to do the same.

B. I would clarify to uninformed friend what is the second one talking about and I would suggest to start to deal with it.

5. If my friend told me that I was doing things which made me not have the status I could have, according to him,

A. I would request him to describe me what he has learned and to suggest what I could change.

B. I would resist his criticism and explain him why I behave that way.

6. If my friend was trying to get the position in our organisation for which he hasn't vocations according to me, ...

A. I wouldn't mention about my doubts nor to the friends neither to the boss and I would let events happen.

B. I would tell my friend about my doubts and so to my chief and I would let the final decision to them.

7. If I felt that some friend is unfair to me or to the other friends but nobody has mentioned it yet, ...

A. I would ask some of them what they think about this and whether they think that friend is unfair to them.

B. I wouldn't ask the others what they think about the friend and I would be waiting until they mention it.

8. If I matched with the problems and my friend told me that I was angry for every little thing last days, ...

A. I would tell him that I've got some problems and I'll be annoyed for some time that's why he shouldn't talk to me.

B. I would listen him trying not to explain him anything.

9. If I learned a nasty thing about my friend which I surely knew it would touch him and he would ask me if I knew something about it, ...

A. I would tell him that I don't know anything about it and that no one would believe such defamation anyway.

B. I would tell him just what I heard and from whom.

10. If my friend pointed out the fact that I had the conflict with the man who it was good for me to get along well with, ...

A. I would consider his comments irrelevant and I would say that I don't want to talk about it anymore.

B. I would openly discuss it with him in order to find out how this problem reflects in my behaviour.

11. If my friendship was threatened by repeated conflicts about some matter which was important for both parties, ...

A. I would be careful when talking to him so as not to speak on the subject of our conflict and not to get worse our relationship.

B. I would refer about the problems that make the conflict in our relationship and I would suggest that we go through it together and find a solution.

12. If my friend suggests, during our personal conversation about his problems and his behaviour, to talk also about my problems, ...

A. I would try to get the subject of the conversation away from me, I would say that I have already talked about my problems with my closer friends.

B. I would welcome the opportunity to find out what he thinks about me and I would encourage him to tell me his comments.

13. If my friend told me he felt displeased with another friend about whom he thinks that he does not treat people very nicely, and I would really agree with it, ...

A. I would hear him and say what I thought in order to clear my position.

B. I would hear him but I wouldn't tell him my opinion because he could repeat somewhere what I have told him in secret.

14. If I thought that some gossip spreads about me and I felt that my friend heard it most likely, ...

A. I would not mention it in our conversation and wait if he tells me it by himself.

B. I would risk taking him to the corner by asking him directly.

15. If I noticed that my friend behaved in society in a way that harms him, ...

A. I would risk that he could consider me as "an omnipresent", however, I would tell him what I think.

B. I would keep my opinions to myself not to risk that I will look like someone who cares about the others opinion.

16. If I was talking to two friends and the first one suddenly mentioned the problem that relates to me and I didn't know anything, ...

A. I would demand to tell me what's going on and what they think about it.

B. I would leave it to them to tell me what's going on or I would leave the speech go for something else if they want it.

17. If it looked like my friend had some problems and he reproached me every little thing and still was angry with me and the others, ...

A. I would tiptoe around him for some time because I would think he had some personal problems that aren't my business.

B. I would try to talk to him and explain him how his behaviour affects the surroundings.

18. If I minded the behaviour of some of my friend to such extent that I started to feel unpleasant in his presence, ...

A. I wouldn't say him anything directly but I would express my feelings by ignoring him every time he starts doing things that I mind.

B. I would openly vent my feelings to clear the air and to continue our friendship to mutual satisfaction.

19. In the conversation with my sensitive friend about behaviour in society I would

A. avoid talking about his weaknesses and shortcomings so as not to touch him.

B. focus mainly on his weaknesses and shortcomings in order to learn him to deal better with people.

20. If I knew that I'd probably get a good work position in my team and my friends started to behave unemotionally to me, ...

A. I would talk to friends about my shortcomings to know what I can improve.

B. I would try to identify my shortcomings by myself so that I can improve.

Asking for the feedback:

- 2. B
- 3. A
- 5. A
- 7. A
- 8. B
- 10. B
- 12. B
- 14. B
- 16. A
- 20. A

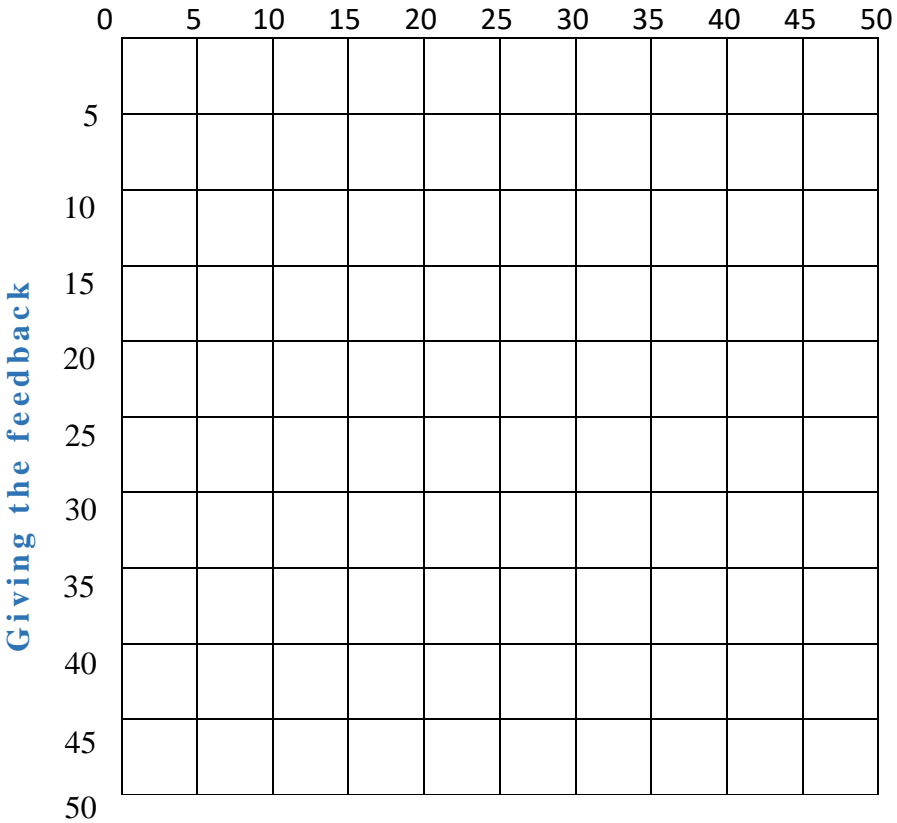
Giving the feedback:

- 1. A
- 4. B
- 6. B
- 9. B
- 11. B
- 13. A
- 15. A
- 17. B
- 18. B
- 19. B

SUM: _____

Chart – The Johari Window

Asking for the feedback



TASK 1.3: My temperament features



Now, try to evaluate yourself on a scale of 1 to 8, how do you perceive yourself in the following characteristics:

feature	1	2	3	4	5	6	7	8	feature
extrovert									introvert
active									passive
quick									slow
risking									careful
sentimental									rational
cheerful									serious
leading									led
resolute									hesitating
improvising									systematical
confident									unconfident
impulsive									calm
optimist									pessimist

At the same time ask also 3 close people to evaluate you the same way on a scale of 1 to 8, according to how they perceive you. Use the auxiliary charts which you can find in annex 1 of this workbook.

Individual evaluations compare to your self-evaluation and the results write down to the next chart:

FEATURES	EVALUATION				Difference		
	ME	Person 1	Person 2	Person 3	Person 1	Person 2	Person 3
extrovert – introvert							
active – passive							
quick – slow							
risking – careful							
sentimental – rational							
cheerful – serious							
leading – led							
resolute – hesitating							
Improvising – systematical							
confident – unconfident							
impulsive – calm							
optimist – pessimist							
The sum of rating differences							

The one who is the closest to your self-evaluation you can find out by calculating the absolute value of the difference in your self-evaluation and the others evaluations, for each of the above characteristics. Then you sum these values. Who has the lowest number, he is the closest to your self-evaluation.

What does the other people 's evaluation tell us?



What is the difference between your self-evaluation and the evaluations of the others? What does this difference say about? What has surprised you pleasantly? What haven't you thought about yourself and have realized just now: "I see, I 'm really like that"? What has surprised you unpleasantly that you haven't realized it before?

With their evaluations the others have given us their feedback on our behaviour, how they see it from their points of view. Human behaviour is possible to study always from at least two perspectives, from the perspective of an outside observer (in our case they are our loved ones we asked) or from the perspective of behavioral proprietor – that is, of ourselves.

When the difference between our self-evaluation and the feedback from the other people is too big, it signals us that the others perceive us differently than we see ourselves. It's up to us whether this condition suits us or we try to change it. For example, we can rethink the way we present ourselves externally or we can reconsider our self-evaluation.



TASK 1.4: My strengths and weaknesses

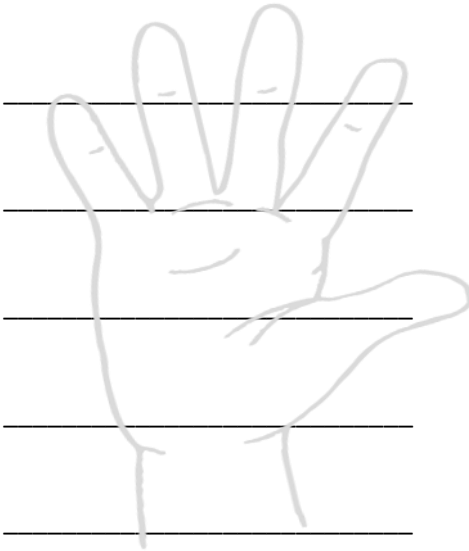


Your next task is to think about your strengths and weaknesses. Knowing them helps you to get an overview of your skills.

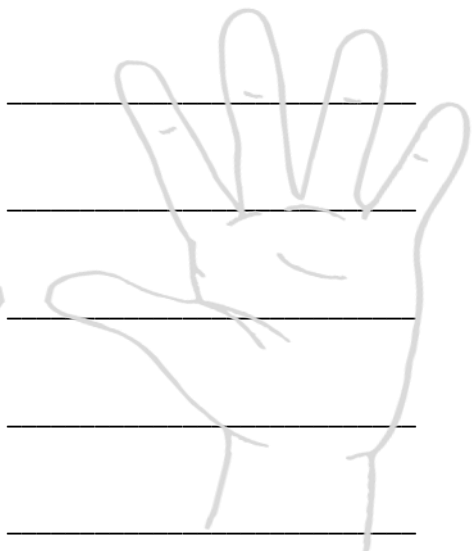
Write into the picture of the right hand your 5 abilities, skills or characteristics which you consider to be your biggest strengths.

Write into the picture of the left hand your 5 abilities, skills or characteristics which you consider to be your biggest weaknesses.

My strengths:



My weaknesses:



How have you looked for your strengths and weaknesses? Was it easier to find your advantages or your shortcomings?

What do you think, why is it like that?

TASK 1.5: My Values Network



For better orientation in our personal values it can help us making our values network. Your task is to write down ten of your most important values and order them according to their importance as you feel it now.

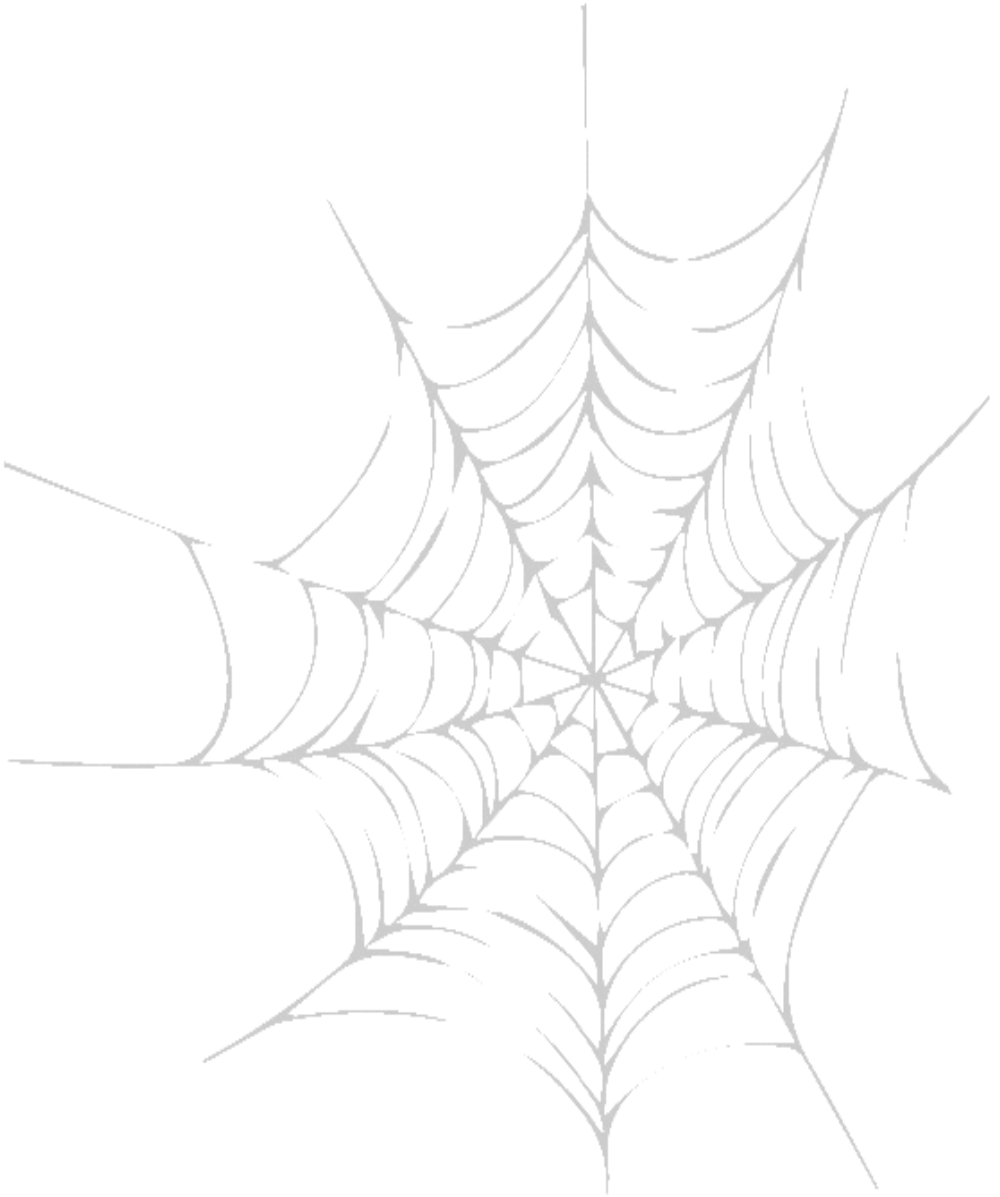
Because the middle of the network must be the strongest, place there the most important values and put less important ones to the periphery.

As a help we can use ***the list of the goal values***¹:

- home and state safety (security)
- spiritual values (an eternal life)
- love for the others (self-sacrifice, work)
- wisdom (a mature understanding of life)
- personal growth (possibility to learn, personal development)
- comfortable life (life in sufficiency)
- joy (happy peaceful life)
- family surety (take care of loved ones)
- equality (equal opportunity for all)
- self-respect (self-confidence)
- a real friendship (a close relationship)
- freedom (independence, personal choice)
- social recognition (respect, admiration)
- a world of beauty (the beauty of nature, art)
- a world in peace (no wars or terrorism)
- happiness (satisfaction)
- inner harmony (no internal conflict)
- exciting life (active, encouraging)
- a sense of perfection (lasting benefits)
- mature love (sexual and spiritual affinity)

Making the personal values network allows us to compare if the meaning of each value changes or how our values change during our personal growth and maturation. It can happen easily that the values which are the first for us today will lose their importance during the months or the years.

My Values Network





TASK 1.6: My Patterns

In the next task think about the people who are (or were) the patterns for you. Answer the following questions:

A) *Who were three to ten people that have influenced you the most to this day (e.g. mother, father, friends, relatives, teachers, educators ...)?*

1,
2,
3,
4,
5,
6,
7,
8,
9,
10,

B) *What values do these people profess? In what do you feel their influence?*

1,
2,
3,
4,
5,
6,
7,
8,
9,
10,

C) *Who does affect you the most today?*

Tip – who spends most of the time with you - (partner, friends, parents, mates, sport friends), he affects you the most.

.....



TASK 1.7: Cultivating New Habbits

Just as we used to do things in a certain way, we can make the new behavioral habits, too. Our task is to make the list of three activities from which we want to cultivate customs.

During next month, every evening note in the appropriate field in the workbook whether you have managed to fulfill your resolutions that day.

☺ - we succeeded

☹ - we didn't succeed

☺ - we succeeded only partially

At the end of the month review how succesful you have been and if you already can some activities from your list consider as your habits.

Desired habits:

1, ☺ _____

2, ☺ _____

3, ☺ _____

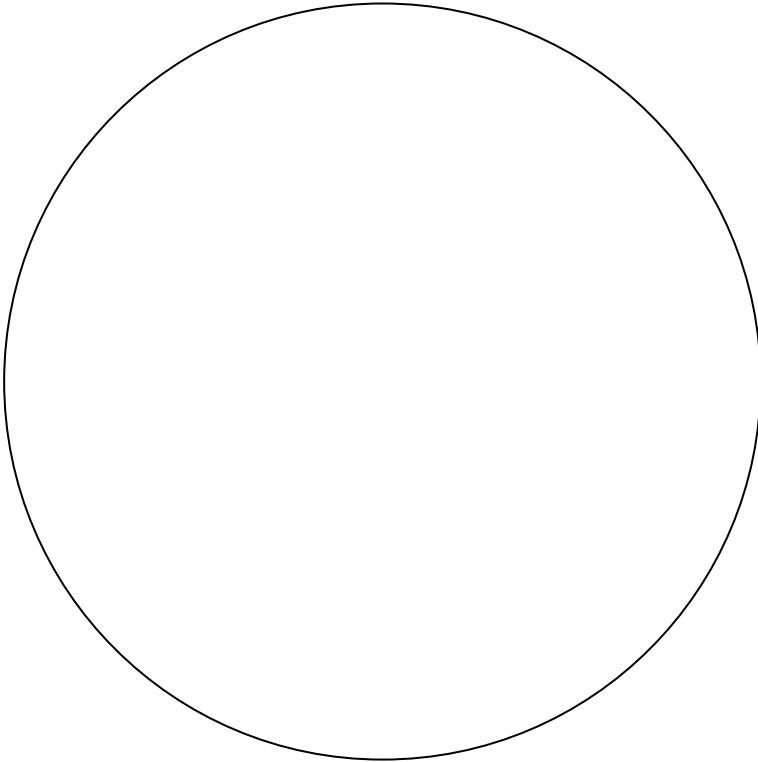
Calendar of cultivated habits

1 st day	2 nd day	3 rd day	4 th day	5 th day	6 th day	7 th day
8 th day	9 th day	10 th day	11 th day	12 th day	13 th day	14 th day
15 th day	16 th day	17 th day	18 th day	19 th day	20 th day	21 st day
22 nd day	23 rd day	24 th day	25 th day	26 th day	27 th day	28 th day
29 th day	30 th day	31 st day	Desired habit:			

1 st day	2 nd day	3 rd day	4 th day	5 th day	6 th day	7 th day
8 th day	9 th day	10 th day	11 th day	12 th day	13 th day	14 th day
15 th day	16 th day	17 th day	18 th day	19 th day	20 th day	21 st day
22 nd day	23 rd day	24 th day	25 th day	26 th day	27 th day	28 th day
29 th day	30 th day	31 st day	Desired habit:			

1 st day	2 nd day	3 rd day	4 th day	5 th day	6 th day	7 th day
8 th day	9 th day	10 th day	11 th day	12 th day	13 th day	14 th day
15 th day	16 th day	17 th day	18 th day	19 th day	20 th day	21 st day
22 nd day	23 rd day	24 th day	25 th day	26 th day	27 th day	28 th day
29 th day	30 th day	31 st day	Desired habit:			

2. There are 168 hours in a week. Try to write to every activity in a chart how many hours you spend by doing it and draw the result into the circular diagram using colour cuts.



3. Look again on the circle which you have filled in. Think about your ways of spending the free time which are in the circle and think about how the things that you do influence you.

If the school or playing computer games is your only interest and you feel that you need to enrich your life by another area where you can really have a rest or eventually evolved, go for it.



TASK 1.9: My Identity

Think and answer the questions:

Who am I? Which groups do I feel as a part of? What do I have in common with the people from these groups? What are my characteristics which make me different from the others? What is my life motto?

“Who am I?” Write down everything that comes to your mind.

Groups which I feel to be the part of:

What do I have in common with the people from these groups? What are my characteristics which make me different from the others?

My life motto is:

Complete next unfinished sentences:

When I wake up in the morning, most often I ...

When I fall asleep at night, I often think about

I like the most

I'm afraid when

I feel happy when

I don't like people that ...

I like people that

My parents should know that

I'd like to very much.

Self-reflection:

Which question is especially important for you?

Which question was the most difficult to answer?

MODULE 1 FINAL TASK: Creating a Personal Card

Personal card serves to traders, doctors, lawyers or officers in order they could give it to the partners at different meetings and let their contact this way.

Many people have a lot of work to do with this card because they want to make also impression in addition to the contact details and this way it represents the holder.

The specificity of a personal card is limited space so it is important to consider what information it will have.

Your task is to create this personal card which will characterize you. You can use whatever art or graphic technique.

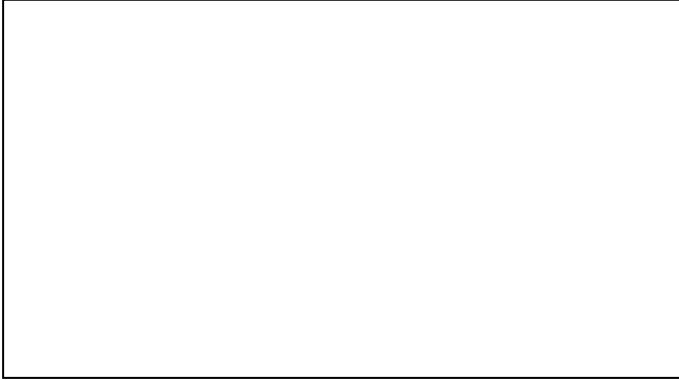
Imagination is not bounded.

Self-reflection:

How difficult was it to transfer yourself to the card and what didn't fit in the card?

MY PERSONAL CARD

Front side



Back side



NOTES



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