

# NIC ACADEMY

## LESSON PLAN COVER SHEET

Course Title Correctional Leadership Development

Lesson Title Wellness

Instructor(s) \_\_\_\_\_

Prepared by Ellie Jennings Date September, 1996

<b>Time Frame</b>  Total <u>1</u> hr., <u>30</u> min.  Suggested Schedule:  Day:  Time(s):	<b>Target Population</b> All Participants  <b>Number of Participants</b> 24  <b>Space Requirement</b> Large Room
<b>Performance Objectives</b>  At the end of this segment, participants will be able to: <ol style="list-style-type: none"><li>1. grasp the importance of wellness in the field of Corrections;</li><li>2. understand how wellness fits into leadership development</li><li>3. understand the 6 elements of wellness.</li></ol>	<b>Evaluation Procedures/Techniques</b>  (How will an objective(s) be evaluated?) <ol style="list-style-type: none"><li>1. Presentation</li><li>2. Discussion</li><li>3. Discussion &amp; self-administration of "Testwell"</li></ol>

<b>METHODS/TECHNIQUES</b>			
<b>INSTRUCTOR MATERIALS</b>		<b>REFERENCES</b>	
<b>EQUIPMENT AND SUPPLIES NEEDED</b>  ___ Flipchart & Stands    ___ Number Needed  ___ Slide Projector Type:     ___ Carousel ___ Tray ___ Sound-on-Slide  ___ Screen                ___ Size  ___ Flipchart Pads    ___ Number Needed  ___ Felt-Tip Markers    ___ Different Colors  ___ Masking Tape (size 1/2")    ___ Rolls Needed  ___ Other _____		___ Videotape Player  Type: ___ 1/2" VHS ___ Other (Specify)  ' ___ Videotape length: ___ min.  ___ Videotape recorder with camera  ___ TV(s) ___ 23" ___ 27" ___ 33" (Indicate size & quantity)  ___ VIDEOSHOW  ___ <u>X</u> Overhead Projector  ___ Computer(s): Quan: 1 or 2  ___ _____	
<b>STUDENT MATERIALS (Handouts)</b>			
<b>Title*</b>	<b>#Needed From Academy</b>	<b>When Distributed</b>	<b>Comments</b>
<b>*Copyright clearances will need to be obtained, unless otherwise indicated</b>			

# LESSON PLAN

## Lesson Plan Wellness

PRESENTATION GUIDE	TRAINER NOTES
<p>I. SET</p> <p>In our never-ending quest for more meaningful ways to teach leadership, we have formulated a way of looking at leadership which encompasses (the) 4 areas (introduced last -night): Vision, Wellness, Life-Long Learning, and Principled Behavior. Last night we talked briefly about life-long learning as we presented a look at the “learning organization.”</p> <p>Our first order of business today is to talk about “wellness.” We will be engaging in “wellness” activities every morning and afternoon. There will also be suggested activities for you to engage in during the lunch hour.</p> <p>What do you think wellness is?</p> <p>Why do you think we are placing such as emphasis on “wellness?”</p> <p>II. INSTRUCTIONAL INPUT</p> <p>Corrections is a field that is required to address issues of health of offenders, however, little attention is given to the health of employees. In our field, stress has been a number one issue which is now rising even more rapidly due to budget cuts and pressures from external and internal sources to “change.” The results of the pressure are vast: increasing sick and “other” leave, burnout, inappropriate and/or non-supportive behavior on the job, drug and alcohol abuse, high divorce rate, to name a few. In addition, a lot of us seem to be getting seriously ill and/or dying at a young age. Somehow, our jobs seem to be making us sick.</p> <p>Leaders need to care about themselves and care about others. You cannot do your best if you do not feel well - physically, emotionally, intellectually. Leaders are not one-dimensional people: They care about others, they have full lives outside the job, they love what they do. They model behavior which best exemplifies energy, life, caring, passion,</p>	<p>(pause for responses)</p> <p>(pause for responses - jot them down on flip chart.)</p>

# LESSON PLAN

## Lesson Plan Wellness

PRESENTATION GUIDE	TRAINER NOTES
<p>excitement, intellect and humor - in other words, balance and personal growth, or “wellness.”</p> <p>The reasons you listed above are all part of why we are addressing “wellness.” In addition: Feeling balanced lets us tap into all our energy and inner strength; it allows us the freedom to concentrate on others and the issues at hand; it allows us to model peak performance; and, perhaps most importantly, it is a gift we can give to ourselves and to others.</p> <p>What we do with our own life around “wellness” shows how well we can “manage.” If we cannot manage ourselves, can we really lead others?</p> <p>Wellness defined is: an active process of becoming aware of and making choices toward higher level of total health and well-being.</p> <h3>III. GUIDED PRACTICE</h3> <p>Please turn to Tab A, under Day 1. There you will find a self-assessment instrument called “TESTWELL II.” It helps you look at how you are doing in six areas of “wellness”: intellectual, spiritual, occupational, social, emotional, and physical.</p> <p>If you turn to the text on the first page, it spells out the six dimensions of wellness. On the back of that page are the instructions for using this instrument. Please read them carefully before filling out the assessment. We ask that you complete this instrument tonight. You will be using it several times during the seminar.</p> <p>I also want to introduce you to the “Individual Profile Assessment” form which you should begin to use after you have completed your Testwell. You will be filling in data from each of the inventories you will ‘take during this seminar. It will give you a summary of information when all the inventories are completed.</p>	

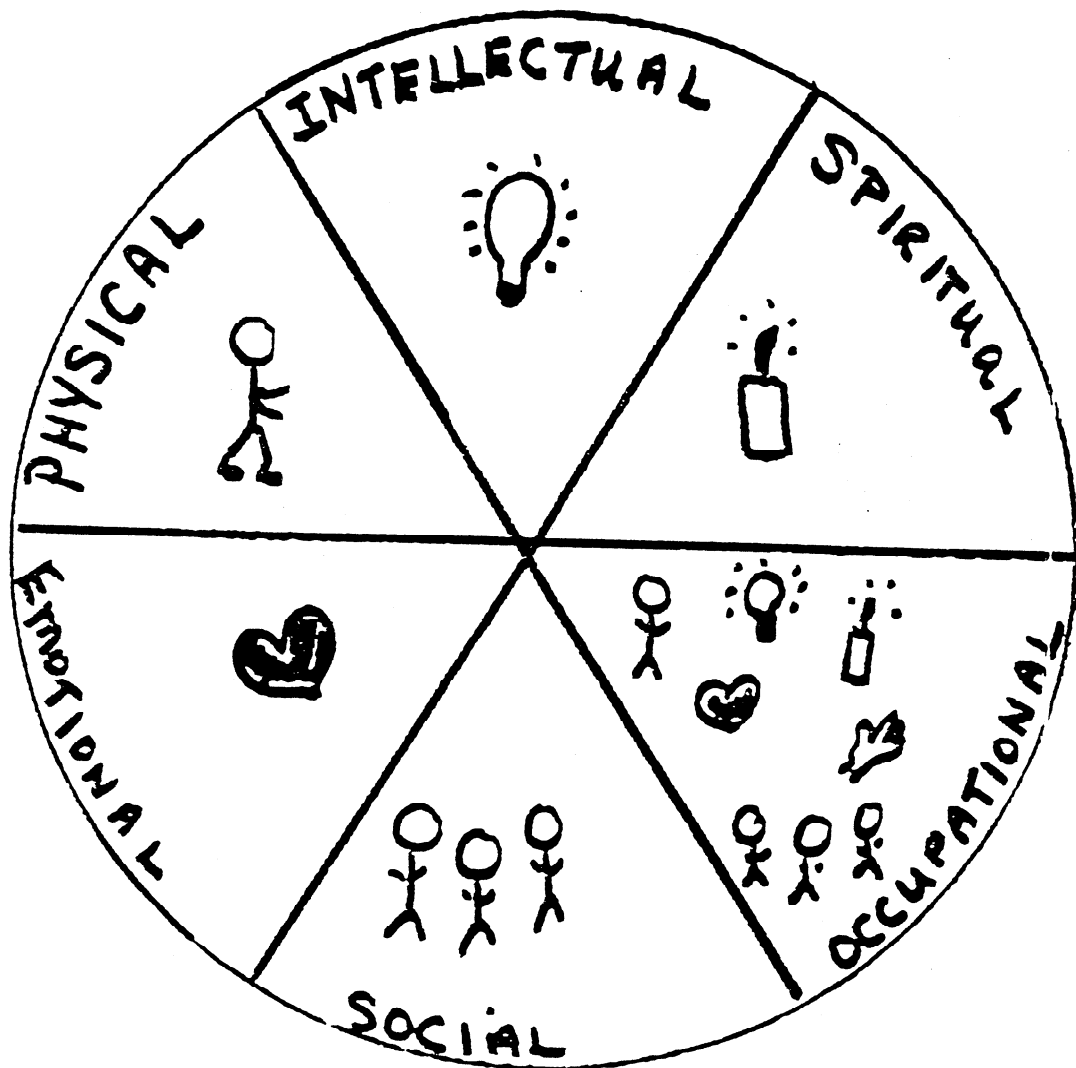
# LESSON PLAN

## Lesson Plan Wellness

PRESENTATION GUIDE	TRAINER NOTES
<p><b>IV. EVALUATION/CLOSURE</b></p> <p>I mentioned earlier that we will be engaging in wellness activities at the start of everyday and again at the end of the day. On some of the days, I will also be making suggestions on activities you may do during lunch hour. The activities will be varied and include energizers, stress management, meditation, light exercise, inspiration, nutrition.</p> <p>I have placed a sheet of paper up in the back of the room with spaces next to each day, am and pm. I'm asking any or all of you to assist with the wellness activities. If you have something you have found exceptionally helpful to you, please share it. I also have a number of items for you to choose from if you are willing to "lead" one of the activities.</p> <p>Before we go into your "Personal Stand" presentations, I would like to read/. . . . .</p>	<p>(go into reading or meditation of your choice.)</p>

# TESTWELL II

A Self-Assessment Instrument  
for  
Examining Personal Wellness



Adapted from TESTWELL, published by the National Wellness Institute, 1988.

# **GENERAL INFORMATION**

## **Part I**

### **Introduction**

**This wellness instrument has been adapted from the instrument known as TESTWELL. The TESTWELL was adopted by the National Wellness Institute, Inc. The instrument is designed to help you assess the status of your own current wellness. It is intended to identify your areas of success and provide you with information to make more positive, responsible choices in your life.**

### **What is Wellness?**

**Wellness is an active process of becoming aware of and making choices toward a higher level of total health and well-being. Wellness requires your active involvement. It is never static. As you gain more information on what enhances your well-being, you can make more informed choices for the best possible lifestyle.**

### **How Does Wellness Fit into Leadership Development?**

**Leaders are people who care about themselves and care about others. You cannot do your best if you do not feel well - physically, emotionally, intellectually. YOU cannot lead without being concerned about the “wholeness” of those around you. Leaders are not one-dimensional people. Leaders model behavior and stature which best exemplifies energy, life, others, passion, excitement, intellect, and humor - in other words, balance and personal growth, or “wellness.”**

### **What are the Six Dimensions of Wellness?**

**The six dimensions of wellness covered by this instrument are: Physical, Social, Emotional, Intellectual, Occupational, and Spiritual. This six dimensional model emphasizes the importance of creating balance in the many areas which make up your being and life. Each of these affects each other and determines your overall wellness status’. Also, each dimension provides an opportunity for learning, making responsible decisions, and personal growth.**

**Physical: The physical dimension encourages cardiovascular endurance, flexibility and strength and regular physical activity. Wellness in this area encourages knowledge about food and nutrition, discourages the use of tobacco and alcohol/drug consumption, and encourages medical self-care, and appropriate use of the medical system.**

**Social: The social dimension encourages contributing to your human and physical environment for the common welfare of your community. It emphasizes the interdependence with others and nature. It also includes the pursuit of harmony with your family.**

**Emotional: The emotional dimension emphasizes an awareness and acceptance of your feelings, Emotional wellness includes the degree to which you feel positive and**

enthusiastic about yourself and your life. It includes the capacity to manage feelings and related behaviors including the realistic assessment of your limitations, development of autonomy, and ability to cope with stress. The emotionally well person maintains satisfying relationships with others.

**Intellectual:** The intellectual dimension encourages creative, stimulating mental activities. An intellectually well person uses the resources available to expand knowledge, improve skills, and increase the potential for sharing with others. Intellectually well people use the intellectual and cultural activities in and beyond the classroom and combine them with the human and learning resources available within their community.

**Occupational:** The occupational dimension involves engaging in work in which you will gain personal satisfaction and find enrichment. Occupational development is related to your attitude about your work and your ability to give to others at work.

**Spiritual:** The spiritual dimension involves seeking meaning and purpose in human existence. It includes the development of a deep appreciation for the depth and expanse of life and natural forces that exist in the universe. It also involves developing a strong sense of personal values and ethics.

#### Instructions for using this instrument

Please answer each statement by placing a check mark of an 'x' in the box which corresponds to your response choice.

At the end of each section, add up the number of responses for each possible choice - i.e. the number of 1's, 2's, 3's, 4's and 5's, and place that total in the appropriate "Total" box. Add the number of each type of response, not the values.

To determine your wellness score for each section, see the Self-Scoring System on the last page.



## 1. PHYSICAL FITNESS

1. I exercise aerobically (continuous, vigorous, exercising producing sweat for a minimum of 30 minutes) at least \_\_\_\_\_ times per week. 1 = five times; 2 = 4 times; 3 = three times; 4 = two times; 5 = less than twice.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

2. My resting pulse rate is \_\_\_\_\_ beats per minute.  
1 = 40-55; 2 = 56-90; 3 = 70-79; 4 = 80 or above;  
5 = don't know

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

3. I avoid the extremes of too much or too little exercise.  
1 = strongly agree; 2 = agree; 3 = neutral/unsure;  
4 = disagree; 5 = disagree strongly.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

4. I approach exercise in a relaxed manner.  
1 = almost always; 2 = very frequently; 3 = frequently; 4 = occasionally; 5 = almost never

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

5. I stretch before exercising.  
1 = almost always; 2 = very frequently;  
3 = frequently; 4 = occasionally;  
5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

6. I stretch after exercising.  
- 1 = almost always; 2 = very frequently;  
3 = frequently; 4 = occasionally;  
5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

7. I increase my exercise by walking or biking whenever possible. 1 = strongly agree; 2 = agree;  
3 = neutral/unsure; 4 = disagree; 5 = strongly disagree.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

8. My exercise program includes an adequate amount of each of the three major fitness components – endurance, strength & flexibility.  
1 = almost always; 2 = very frequently;  
3 = frequently; 4 = occasionally; 5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

9. If I am not in shape, I avoid sporadic (once a week or less) strenuous exercise. 1 = almost always; 2 = very frequently; 3 = frequently  
4 = occasionally; 5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

10. I feel and look physically fit.

1 = strongly agree; 2 = agree; 3 = neutral/  
unsure; 4 = disagree; 5 = strongly disagree

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

Total Physical =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

## 2. NUTRITION

Check: 1 = almost always; 2 = very frequently; 3 = frequently; 4 = occasionally; 5 = almost never.

1. I minimize my intake of fats and oils, including  
choosing lean cuts of meat, poultry, and fish and  
using little margarine, butter or other animal fats.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

2. I minimize salt intake.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

3. I eat fruits and vegetables, cooked and uncooked,  
and intentionally include fiber in my diet on a  
daily basis.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

4. I drink several glasses of water each day.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

5. I plan my diet to ensure an adequate amount of  
vitamins and minerals each day.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

6. I minimize foods in my diet that contain large  
amounts of sugar and/or refined flour (bleached  
white flour, typical store breads, cakes, etc.)

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

7. I avoid fast foods.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

8. I minimize the amount of caffeine I take each  
day - colas or coffee.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

9. When I finish eating, I can safely say things  
like "That was good for my body!", "My  
body needed that food!"

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

10. I avoid eating as a means of dealing with stress  
or other problems in my life.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

Total Nutrition =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

### 3. SELF-CARE

Check: 1 = almost always; 2 = very frequently; 3 = frequently; 4 = occasionally; 5 = almost never

- |  |          |             |             |             |             |             |
|--|----------|-------------|-------------|-------------|-------------|-------------|
| 1. I get an annual physical check-up   | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 2. I examine my breasts or testes on a monthly basis.  | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 3. I take action to minimize my exposure to tobacco smoke.   | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 4. When I am experiencing illness or injury, I take necessary steps to address the issue.                                    | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 5. I care for my teeth with daily brushing and flossing and regular visits to the dentist.                                   | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 6. I take care to nurture and protect my skin, nails and hair.   | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 7. I know and use a variety of stress management techniques.   | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 8. I get adequate amounts of undisturbed sleep.  | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 9. I keep my blood pressure at a level that minimizes my chances of disease, i.e. stroke, heart attack, kidney disease, etc. | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| 10. I keep my cholesterol level, high density lipids and triglycerides in a range that minimizes my chances of disease.      | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |
| Total Self-Care =  |          | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |

### 4. DRUGS AND DRIVING

Questions 1 through 9, check:

1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

- |  |          |             |             |             |             |             |
|--|----------|-------------|-------------|-------------|-------------|-------------|
| 1. I do not drive, handle tools or machinery, or conduct business while under the influence of alcohol or other drugs. | Answer = | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> | <u>    </u> |
|  |          | 1           | 2           | 3           | 4           | 5           |

2. I do not allow myself to get unduly upset or angry over the driving behaviors or patterns of others, i.e. alter my good mood, curse or gesture in anger, etc. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
3. I stay within the speed limit and obey all other traffic signs and signals. I do not run red lights or jack-rabbit green ones. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
4. I wear my seatbelt and/or shoulder harness when in the car and require all others to do the same when riding with me. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
5. I speak up when riding with a driver who takes unnecessary risks or drives dangerously when I am in the car. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
6. I avoid the use of tobacco in any form. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
7. I do not consume more than two alcoholic drinks per day. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
8. I do not rely on alcohol, prescription or over-the-counter medications to relax, sleep, handle stress or anxiety. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
9. Neither my work nor my family life are affected by my use of alcohol or other drugs. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
10. I follow the instructions provided with any prescribed medications I take. 1 = almost always; 2 = very frequently; 3 = frequently; 4 = occasionally; 5 = almost never. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
- Total Drugs and Driving =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

## 5. SOCIAL

Check: 1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

1. I take steps to conserve energy and practice recycling in my home and my workplace. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$
2. My attitudes and behaviors reflect political awareness, social action, concern, justice and fairness. Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

3. I contribute time, money and/or energy to community projects. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
4. I have close personal friends away from the workplace. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
5. My personal relationships support and enhance my career and my community work. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
6. I choose to create and live in an environment in which personal and social interactions are warm and positive. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
7. I use my creativity and feel creative both in and out of the workplace. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
8. I contribute to the feeling of acceptance in both my family and the workplace. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
9. I am fulfilled and pleased with my social life. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
10. I find satisfaction in contributing to the success and development of others. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
- Total Social = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5

## 6. EMOTIONAL AWARENESS

Questions 1 through 8, check:

1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

1. I am comfortable in my relationships with others. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
2. I feel positive about myself. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
3. I feel there is an appropriate amount of excitement in my life. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
4. My emotional life is balanced and vibrant without frequent extreme up and down times. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
5. I see my mistakes as opportunities to learn. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5
  
6. I am enthusiastic about my life. Answer = 

<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>    </u>
1	2	3	4	5

7. I find it easy and okay to both laugh and cry.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

8. I enjoy my life.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

9. I have plenty of energy. 1 = almost always;  
2 = very frequently; 3 = frequently;  
4 = occasionally; 5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

10. My sleep is restful. 1 = almost always;  
2 = very frequently; 3 = frequently;  
4 = occasionally; 5 = almost never.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

Total Emotional Awareness =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

## 7. EMOTIONAL CONTROL

Questions 1 through 5, check:

1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

1. I can express my feelings of anger in a way  
that does not hurt myself or others.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

2. I can say 'NO' without feelings guilty.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

3. I make decisions with a minimum of stress  
and worry, and involve others whenever  
possible.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

4. There is neither too much nor too little time  
urgency in my daily routine.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

5. I include relaxation time as part of my daily  
routine.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

Questions 6 through 10, check:

1 = almost always; 2 = very frequently; 3 = frequently; 4 = occasionally; 5 = almost never.

6. I am able to be close and intimate in my  
relationships.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

7. I set realistic goals and objectives for myself.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

8. I can relax my body and my mind without using alcohol or other drugs or medications.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

9. I accept responsibility for my actions and their consequences both at home, in my social life and at the workplace. I hold myself accountable for my actions.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

10. I accept responsibility for creating and managing my own feelings.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

Total Emotional Control =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

### 8. INTELLECTUAL

Check: 1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

1. I keep abreast of social and political issues.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

2. I am interested in scientific and/or technical advancements.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

3. I make an effort to maintain and improve my verbal and written communication skills.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

4. I am satisfied with the entertainment choices I make. I carefully select them, including movie and TV.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

5. I engage in active educational and developmental activities related to my career, i.e. reading related books and journals, attending workshops and conferences.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

6. I am pleased with the amount and variety of things I read.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

7. I choose hobbies, activities, and even some relationships that sharpen my mind.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

8. I find it stimulating to hire and work with people who are, in many ways, sharper than I am.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

9. It is easy for me to apply knowledge gained in one situation to a new one.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

10. I am interested in understanding the views and experiences of others, especially if they are different from my own.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

Total Intellectual =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

## 9. OCCUPATIONAL

Check: 1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree

1. I enjoy my work and look forward to going to work and doing my job.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

2. My work contributes to my on-going personal growth and development.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

3. My work is challenging, stimulating, and allows me to be creative and feel energized.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

4. My job responsibilities are consistent with and reflective of my personal values, and are supported by my family and friends.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

5. I am satisfied with the balance between my work time and my leisure time. I have adequate time and energy left after work for family, friends and community.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

6. I receive consistent feedback from superiors, peers, and subordinates which allows me to realistically judge my work performance.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

7. I have good professional relationships and support from superiors, peers, and subordinates which assists me in making necessary adjustments in behavior and personal growth efforts.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

8. I am interested and satisfied with my ability to develop and mentor others within the organization. I continually seek out ways in which I can foster growth and development in others.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$



9. To the extent that I can, I create an environment which minimizes my stress and maximizes my effectiveness.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

10. To the extent that I can, I create an environment which minimizes the stress on others and maximizes their effectiveness.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

Total Occupational =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

### 10. SPIRITUAL

Check: 1 = strongly agree; 2 = agree; 3 = neutral/not sure; 4 = disagree; 5 = strongly disagree.

1. I am satisfied with my life and am open to growth.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

2. Prayer, meditation, and/or quiet personal reflection is/are important part(s) of my life.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

3. I am aware of what my values are. They guide my daily life, including my work, family and leisure time.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

4. My spiritual growth is an important life-long process.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

5. I am concerned about humanitarian issues.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

6. Contemplating my purpose in life is a spiritual matter for me.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

7. Beauty in nature and the natural world are part of my spiritual outlook. I believe that concern and appreciation for the environment are part of my spiritual outlook.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

8. I have experienced moments of wonder or awe that have influenced or enhanced my spiritual development.

Answer =  $\frac{\quad}{1} \frac{\quad}{2} \frac{\quad}{3} \frac{\quad}{4} \frac{\quad}{5}$

9. I am comfortable with my early spiritual experiences and have incorporated or reconciled them with my current spiritual life.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

10. My spiritual life is related to, affected by and/or expressed through my work experience.

Answer =  $\frac{\quad}{1}$   $\frac{\quad}{2}$   $\frac{\quad}{3}$   $\frac{\quad}{4}$   $\frac{\quad}{5}$

## SELF-SCORING SYSTEM

Transfer the numbers from each of the appropriate "Total" lines to the charts below. The highest possible score for each section is 100. The higher your score, the higher your level of wellness.

**Sample:**

$$1's \underline{4} \times 10 = \underline{40}$$

$$2's \underline{3} \times 8 = \underline{24}$$

$$3's \underline{2} \times 6 = \underline{12}$$

$$4's \underline{0} \times 4 = \underline{0}$$

$$5's \underline{1} \times 2 = \underline{2}$$

$$\text{Total} = \underline{78}$$

### **1. Physical Fitness**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **7. Emotional Control**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **2. Nutrition**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **8. Intellectual**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **3. Self-Care**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **9. Occupational**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **4. Drugs & Driving**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **10. Spiritual**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **5. Social**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### **6. Emotional Awareness**

$$1's \underline{\quad} \times 10 = \underline{\quad}$$

$$2's \underline{\quad} \times 8 = \underline{\quad}$$

$$3's \underline{\quad} \times 6 = \underline{\quad}$$

$$4's \underline{\quad} \times 4 = \underline{\quad}$$

$$5's \underline{\quad} \times 2 = \underline{\quad}$$

### Meaning of Composite Score

**90 - 100: EXCELLENT**

**Super Job**

**80 - 89: GOOD; Better**

**Than Most**

**70 - 79: AVERAGE;**

**Mediocrity is OK,**

**But?**

**60 - 69: FAIR; Re-**

**examine Your Life-**  
**style**

**> 60: POOR; Are You**

**Really Trying?**

### **COMPOSITE SCORING SECTION**

**Total**

1. Physical Fitness

2. Nutrition

3. Self-Care

4. Drugs & Driving

5. Social

6. Emotional Awareness

7. Emotional Control

8. Intellectual

9. Occupational

10. Spiritual

[Add lines 1 - 10 & divide by 10 for composite]

**Composite Score:**

\_\_\_\_\_