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education through innovation

Developing Self-Esteem:
A Guide for Positive Success (Revised Edition)

Course Specifications

Course Number: CCT–047_rev4.0
Course Length: Self-study or Classroom Training

Course Description

The 50-Minute Manager Series was designed to cover critical business and professional development topics in the shortest time possible. Our easy-to-read, easy-to-understand format can be used for self-study or classroom training, or even office training. With a wealth of hands-on exercises, the 50-Minute books keep you engaged and help you retain critical skills.

Maximize your marketable strengths. Create a permanent, positive belief system. The rewards will touch every area of your life. Develop a positive belief system. Risk change and overcome fears. Turn negative thinking patterns around.

Course Objective: The learning objectives for Developing Self-Esteem are listed below. They have been developed to guide you, the reader, to the core issues covered in this book.

The objectives of this book are:

- To explain how self-esteem affects one's attitudes and actions
- To direct ways to develop self-esteem
- To help children develop self-esteem

Course Content

Part 1: How to Believe in Yourself and Others

Section 1: What Is Self-Esteem?
How Would You Define Self-Esteem?
Who Wears What Mask?
How High Is Your Self-Esteem?

Section 2: Risk Change and Overcome Fear
Four Steps to Overcome Fear

Section 3: Create a Positive Belief System
Expand Your Professional Development
Balance Your Life!

Part 2: How to Make What You Want to Happen Come True

Section 4: Identify Your Marketable Career Strengths
Career Strength Exercises
Verifying Marketable Career Strengths
General Assessment Review

Section 5: Take the Time to Dream
Learn How to Dream for Success

Section 6: Decide What You Want, When and How!
Decisions, Decisions, Decisions
How to Plan for Success
Eight Helpful Hints for Managing Your Time

Section 7: Take Action for Success
Never, Never Give Up
To Do List

Part 3: Summary and Appendix

Self-Esteem Action Plan