



Top Tips for a Tip Top Workshop

How To Get Maximum Value from the **Get Your Happy On...And Keep It On!** Online Interactive Workshop

Before, During, and After GYHO...AKIO!

2 Dozen Tips to Maximum Your GYHOAKIO Experience!

Anyone can passively attend a workshop, but wouldn't you rather **Rock Your Workshop Like a Pro?**

Of course, you can just show up, and consider your job done, which is a waste of everyone's time. But, if you (correctly) believe your time is important, then rock those workshops, and staff meetings, and recertification sessions, whether you *want* to be there, or whether you *have* to be there.

Somehow, somehow, the series of events in your life have led you to attend this event. That means there is:

- some opportunity here for you to recognize
- some preparation you need for what comes next
- some connection you're supposed to make

You are at that meeting for some benefit. You just need to figure out what that benefit is, and not waste it!

What To Do *Before* Your Workshop

TIP #1: Leave the house behind. Sequester yourself away from the dishwasher, the kids, the pets and the other distracting obligations that come with your home.

For shorter trainings, camp out at a favorite restaurant that has Wi-Fi... along with some headphones and your favorite latte, of course.

For half-day or longer trainings, GET A ROOM! Go to a hotel and order room service, thus creating your own virtual retreat. Put your cell phone on Do Not Disturb, and be all in.

Tip #2: If you can't relocate for the workshop, reclaim your space. Send the family to visit a relative so you can engage in peace. Hang a "Do Not Disturb" sign on the door. Get someone to feed the cat, walk the dog, and engage with the kids. Hire a babysitter or pet-sitter.

Tip #3: Prepare to be comfortable. Plan out your meals, snacks and drinks for before, during and *after* the workshop. Decide what you want to wear and how you want to show up on the screen... whether you'll be visible, or not.

Tip #4: Get a dedicated notebook or journal, some sticky notes, pens, pencils and highlighters. Create a dedicated folder on your computer for the gems about to come your way.

Tip #5: Write down your HAPPINESS INTENTION for the event, and affirm it for yourself.

Tip #6: Schedule time on your calendar to process the workshop. You'll be wanting to integrate your new knowledge into your life. Otherwise, your normal routine will crowd out any newly acquired benefits. For virtual weekend workshop retreats, schedule an entire Decompression Day so you can organize your thoughts. BONUS: Minimally, you'll have carved out a little oh-so-important Me Time.

Tip #7: Invite a friend or family member to attend with you in your home, or at your hotel. You'll get a lot more out of the experience.

Tip #8: Plan meals, drinks and snacks for your family/pets in advance so they won't interrupt the process.

Tip #9: Prepare your viewing space (lighting, screen height, comfy chair, etc.) so you can fully participate in the experience planned for you.

Tip #10: *Commit Yourself* to getting everything you can out of your event!

Tip #11: Join us in the GYHO! event Facebook Group. Introduce yourself, tell us the specific outcome you most want from the workshop, and why it's so important to you. This is how you get even more out of the workshop.

What To Do *During* Your Workshop

Tip #12: Arrive at the Main Event at least 15-20 minutes early to work out any electronic bugs, to connect with new people, and to raise your energy with any pre-event show.

Tip #13: Show up ready to commit to being ALL IN! Get the absolute most you can out of this training. If you've heard it before, examine how you've progressed since the last time. Make **every** moment count, including the breaks.

Tip #14: Come with an open heart, and a mind open to new ideas.

Tip #15: Shut off your cell phone, iPad, etc. so you can focus. Check them during breaks.

Tip #16: Make new connections each session, and identify who you want to stay in touch with beyond GYHOAKIO!

Tip #17: Offer support and insights to your fellow attendees. You have a lot to offer, even if you don't recognize it yet.

What To Do *After* Your Workshop

Tip #18: Set aside 5 minutes that evening to thank or appreciate someone you connected with. (It would be lovely to hear how the workshop affected you.)

Tip #19: Make Monday your “free day” to decompress, complete the work, integrate and plan. Or, dedicate a different day to the process. Or, set aside several evenings after work.

Tip #20: Create a **GYHOAKIO! Action Plan**, and schedule the first 4 steps on your calendar.

Tip #21: Use the Progress Trackers so you can make continued daily progress. You’ll find samples in the workbook.

Tip #22: Commit to four GYHOAKIO! Happy Habits that you’ll integrate into your life after the workshop.

Tip #23: You are not alone! Find a personal mentor or a mastermind group to help you maintain the momentum that you created at GYHOAKIO!

Tip #24: Keep getting Happy Boosts at our **GYHO Facebook Group** where we will be hosting a **Happiness Challenge** in September to help you maintain your momentum. <https://www.facebook.com/groups/keepyourhappyon>

Now, go Rock Your Workshop Like a **Pro!**

(Like a **Pro**ton, that is... **ALWAYS POSITIVE**)