



“Fill-in-the-blank” Workbook

for

***Find the Fire: Ignite Your Inspiration  
and Make Work Exciting Again***

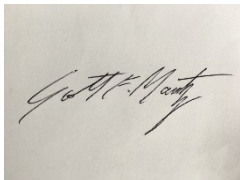
Hello all!

Research on how adults learn and retain new ideas and information indicates that pausing to write key concepts down when reading dramatically helps retain the content. Furthermore, the fill-in-the-blank method for writing things down forces the brain to resolve “tension” (which it’s biologically eager to do) and offers visual cues to aid in memory retention. We remember ideas crisply summarized in our own hand writing better than when they’re represented within reams of printed text.

Oh, and it’s just kinda fun to fill-in-the-blanks, isn’t it?

So enjoy the process and the content within this workbook.

And Find the Fire.



Scott Mautz

## *FIND THE FIRE*

### CHAPTER 1: The Forces That Drain Our Inspiration

\_\_\_\_\_ yields a moment of galvanizing energy and vision that precedes motivation and thrusts it into action.

\_\_\_\_\_ is the pragmatic consequence of inspiration.

With \_\_\_\_\_, we take hold of an idea and run with it.

With \_\_\_\_\_, an idea takes hold of us.

Research shows that over \_\_\_\_ % of us no longer feel a sense of inspiration at work.

Research shows that \_\_\_\_ % of employees cite the ability to inspire as the single most important leadership attribute they want from their boss, and yet only \_\_\_\_% say their current manager is inspiring.

While inspiration can be elusive, it can, in fact, be \_\_\_\_\_ and \_\_\_\_\_. You don't have to helplessly wait around for it to happen to

you—you can create the \_\_\_\_\_ where inspiration is much more likely to occur.

*Find the Fire* can be used...

- To help you view your old job in a new \_\_\_\_\_ (and change the relationship with your job).
- If you decide it's time to \_\_\_\_\_ and find new work. But you first commit to understanding the triggers and warning signs of what keeps and drains our inspiration over time so that you can inform your search and know what to look for/ensure absence of at your potential new employer, and make a move that will stick.
- If you're lucky enough to be in a place where you really do feel inspired in your job, you then choose to elevate your awareness of \_\_\_\_\_ that's the case and how to keep it so.

Leading research on inspiration reveals three defining characteristics:

- 1) Our inspiration can be \_\_\_\_\_ (we become inspired *by*).
- 2) Our inspiration can come from \_\_\_\_\_.
- 3) Any of these inspirations can compel us to \_\_\_\_\_.

The core elements of inspiration are inherently \_\_\_\_\_,  
\_\_\_\_\_, or \_\_\_\_\_.

When feeling uninspired, the question “What inspires me?” is the wrong  
one to ask yourself. Real insight lies in the question: How did I \_\_\_\_\_  
\_\_\_\_\_?

Zeus and Mnemosyne had nine daughters who served as the spirit or source  
that inspires an artist. They’re known as the Nine \_\_\_\_\_.

There are also Nine forces that strip your work life of inspiration; they are  
the Nine \_\_\_\_\_ - \_\_\_\_\_.

These Nine fiends are:

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## *FIND THE FIRE*

### CHAPTER 2: Fear (Relinquished)

\_\_\_\_\_ will never, ever, stop if left unchecked.

Fear squashes inspiration in these ways:

- Fear disrupts the preparedness of our \_\_\_\_\_ for being inspired.
- Fear blocks \_\_\_\_\_.
- Fear dissuades \_\_\_\_\_ and growth.
- Fear engages our brain in the wrong \_\_\_\_\_.
- Fear distorts \_\_\_\_\_.

The three most debilitating, inspiration draining incarnations of fear are

Fear of \_\_\_\_\_, Fear of \_\_\_\_\_, and Fear of \_\_\_\_\_.

There are many ways to reframe a fear of failure. Three ways are to remember that a) Failure is an event, not a \_\_\_\_\_, b) Failure doesn't

happen *to* you, it happens \_\_\_\_ you, and c) You don't suffer when you fail, your \_\_\_\_ does.

There are many ways to negate a fear of change. Four ways are to a) Believe you have the \_\_\_\_\_ for change, b) Think of change like a software \_\_\_\_\_, c) Find your \_\_\_\_\_, and d) Get yourself \_\_\_\_\_ in the change.

There are many ways to overcome a fear of criticism. Four ways are to a) Know that anything worth doing attracts \_\_\_\_\_ and \_\_\_\_\_, b) Seek improvement, not \_\_\_\_\_, c) Decide who gets to \_\_\_\_\_ you, and d) Recall when criticism helped an \_\_\_\_\_.

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### CHAPTER 3: Settling & Boredom (Rejected)

A study found that \_\_\_ percent of employees said their manager never encouraged them to take risks, while another \_\_\_ percent said their manager only sometimes encouraged them to take risks.

We can do many things to embolden ourselves to take more risks. Four of these tactics are a) Get clear on the \_\_\_\_\_ of risk-taking, b) Be inspired by the \_\_\_\_ - \_\_\_\_\_, c) Think of risk-taking as a \_\_\_\_\_ that must be built, and d) Resist your neurological \_\_\_\_\_.

There are many ways to jumpstart our leaning and growth again. Three ways are a) Seek \_\_\_\_\_ growth (becoming who you are), versus growth for the sake of it, b) Dread \_\_\_\_\_, c) Introduce new \_\_\_\_\_.

We reject settling and boredom when we make our own opportunities.

Three ways to do so are a) Carve out a niche and become a \_\_\_\_\_, b) Have a one-up \_\_\_\_\_ and a two-up \_\_\_\_\_, and c) Add \_\_\_\_\_ always.



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CHAPTER 4: Inundation (Relieved)

Research shows that when we're demonstrating \_\_\_\_\_ over our work and feeling \_\_\_\_\_ (instead of feeling overwhelmed) inspiration is much more likely to flourish.

There are many methods for making choices and prioritizing. Three of these are a) Ask "What's the cost of \_\_\_\_\_?", b) Run your \_\_\_\_\_ through the mill, and c) Have a To-Do List and a \_\_\_ - \_\_\_\_\_ List.

The four phases in the Path Through Procrastination are:

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The first phase involves busting some productivity myths. Three big myths on this front are a) I work better under \_\_\_\_\_, b) My

\_\_\_\_\_ will kick in, and c) My self-imposed \_\_\_\_\_ will keep me on track.

The second phase involves envisioning a procrastination free version of yourself in the \_\_\_\_\_.

The third phase requires focusing and getting down to business. To do so you have to ditch the \_\_\_\_\_ and beware the \_\_\_\_\_.

The fourth phase gets to the actual work at hand. First put the Zeigarnick Effect to work for you by just getting \_\_\_\_\_. Then work on the extremes; the \_\_\_\_\_ tasks or the \_\_\_\_\_ tasks. Finally, synch with your body's natural rhythm by practicing the \_\_\_\_\_ Technique.

The only love procrastination gets is from the perfectionist, who employs it as a go-to tactic to delay starting that which they cannot completely dominate at that moment. Two fun and helpful insults to hurl at your

inner-perfectionist (to help stop the habit) are “I’m gonna slap the \_\_\_\_\_ out of you!” and “How about less \_\_\_\_\_ and more \_\_\_\_\_?”

Learning to effectively push back is critical to relieving a sense of inundation. The four ways to push back (and look good doing it) are:

- 1) Come from a place of \_\_\_\_\_.
- 2) Give a different \_\_\_\_ to requests.
- 3) Use the Bermuda Triangle of \_\_\_\_\_, (with the three variables in the Triangle being \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_).
- 4) Treat \_\_\_\_\_ with kid gloves.

Knowing how to ask for help (which many struggle with) is crucial for relieving feelings of inundation and inviting inspiration back in. The HANDS acronym helps you excel at asking for help. It stands for:

H\_\_\_\_\_.

A\_\_\_\_\_.

N\_\_\_\_\_.

D\_\_\_\_\_.

S\_\_\_\_\_.

## *FIND THE FIRE*

### CHAPTER 5: Loss of Control (Reverted)

Studies have repeatedly shown that the single most important determinant of job satisfaction is working with a sense of \_\_\_\_\_ and \_\_\_\_\_.

The flow of power in self-empowerment involves three elements; how you \_\_\_\_\_ power, \_\_\_\_\_ power, and \_\_\_\_\_ power.

You give away your power in three primary ways:

- 1) Your \_\_\_\_\_ - \_\_\_\_\_ habit.
- 2) Playing the \_\_\_\_\_.
- 3) Disempowering self-\_\_\_\_\_.

There are many ways to stop being so focused on pleasing others (to your own detriment). Two ways are to think of the You-universe, not the \_\_\_\_\_ and to spot the difference between compassion and \_\_\_\_\_.

There are 6 steps to breaking out of a victim mentality:

First step: \_\_\_\_\_.

Second step: \_\_\_\_\_.

Third step: \_\_\_\_\_.

Fourth step: \_\_\_\_\_.

Fifth step: \_\_\_\_\_.

Final step: \_\_\_\_\_.

The single most important thought to keep in mind when you're spiraling into disempowering self-talk is that your differences don't make you \_\_\_\_\_ than, they make you \_\_\_\_\_ than.

To get back your power, you must first home in on what you can \_\_\_\_\_.

There are many actions within your control that you can engage in to take back a sense of control and personal power. Four powerful actions are:

a) Get off others \_\_\_\_\_ and on to your own.

b) Take a seat at the \_\_\_\_\_ - \_\_\_\_\_ \_\_\_\_\_.

c) Stop asking for \_\_\_\_\_.

d) Develop the \_\_\_\_\_ muscle. This one involves the acronym

**EAGER.** EAGER stands for:

E \_\_\_\_\_.

A \_\_\_\_\_.

G \_\_\_\_\_.

E \_\_\_\_\_.

R \_\_\_\_\_.

When you emit power you in return attract a greater sense of control and personal power. The three primary ways you can emit power are a) Share your gifts in \_\_\_\_\_, b) Emit the power of \_\_\_\_\_, and c) Be in control during \_\_\_\_\_.

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CHAPTER 6: Dwindling Self-Belief (Revitalized)

Research indicates that on average \_\_\_\_ percent of the workforce reported not having high self-confidence levels.

Bolstering one's self-confidence is critical to inviting inspiration back into our work life. There are many ways to do it. Four ways are a) \_\_\_\_\_ the nuclear reactor, b) Know that self-\_\_\_\_\_ + self-\_\_\_\_\_ = self-confidence, c) Know that there are always drops, it's how \_\_\_\_\_, and d) Stop \_\_\_\_\_ yourself.

To persevere, follow the ARC of Perseverance. ARC stands for three phases:

A \_\_\_\_\_.

R \_\_\_\_\_.

C \_\_\_\_\_.

The "A" phase requires knowledge of three truths:

1) Know that persevering builds your \_\_\_\_\_ for the future.



2) Know that developing \_\_\_\_\_ is a science-backed key to success.

3) Know just how debilitating \_\_\_\_\_ is.

The “R” phase teaches us that perseverance can be massively aided by perspective. There are three powerful ways to reframe your negative thought patterns when you need it most:

1) When falling short, don't \_\_\_\_\_ (think of progress made).

2) \_\_\_\_\_ your perseverance.

3) Believe that you're \_\_\_\_\_ you need to be.

The “C” phase helps you deal with difficulty along the way to ultimately persevere. Two ways to do so are to develop a \_\_\_\_\_ network and to remember you need self-discipline and self-\_\_\_\_\_.

A Harvard study showed that our minds are not focused on what's in front of us a whopping \_\_\_\_\_ percent of the time, and in these times, our happiness level is at its \_\_\_\_\_.

The 5 Musts for Being Mindfully Present are:

1) \_\_\_\_\_.

2) \_\_\_\_\_.

3) \_\_\_\_\_.

4) \_\_\_\_\_.

5) \_\_\_\_\_.

It's hard to have respect for and believe in yourself (necessary pre-cursors to feeling inspired) when you feel that others don't. A powerful framework to help you prioritize and organize the actions you take to strengthen your "respected-quotient" is based on three critical questions:

1) What can you \_\_\_\_\_ to earn respect?

2) What should you \_\_\_\_\_ to earn respect?

3) What should you \_\_\_\_\_ to earn respect?

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### CHAPTER 7: Disconnectedness (Reversed)

\_\_\_% of people that work 30-50 hours a week spend more time with co-workers than family.

Camaraderie and connection with co-workers starts with three centerpiece elements: 1) Shared \_\_\_\_\_, 2) \_\_\_\_\_ and truth, and 3) Mutual \_\_\_\_\_.

There are many ways to foster camaraderie. Four ways are a) Create \_\_\_\_\_ bonding experiences, b) Spread \_\_\_\_\_ gossip, c) Give them 10% \_\_\_\_\_, and d) Invite their \_\_\_\_\_ in.

Three things in particular can quickly erode a sense of camaraderie: a) Unhealthy \_\_\_\_\_, b) Difficult \_\_\_\_\_, and c) A difficult \_\_\_\_\_.

Research has found that teams that debate (in a healthy fashion) generate \_\_\_% more ideas.

Debate can be uncomfortable and is often viewed as the sign of a bad meeting—and bad meetings are often feared more than \_\_\_\_\_.

There are many ways to promote healthy (versus combative) debate. Four ways are 1) Separate the \_\_\_\_\_ from the point, 2) \_\_\_\_\_ early, 3) Think \_\_\_\_\_, not compliance, 4) Commend, not \_\_\_\_\_ the opposing point of view.

Research indicates that \_\_\_\_ % of us deal with workplace conflict, with personality clashes and warring egos being the culprit \_\_\_\_\_ the time.

The acronym STEP BACK gives a framework for how to deal with camaraderie killing, difficult co-workers. The acronym stands for:

S \_\_\_\_\_.

T \_\_\_\_\_.

E \_\_\_\_\_.

P \_\_\_\_\_.

B \_\_\_\_\_.

A\_\_\_\_\_.

C\_\_\_\_\_.

K\_\_\_\_\_.

## *FIND THE FIRE*

### CHAPTER 8: Dearth of Creating (Reconstituted)

Following the STEM Method is a powerful way to reconstitute one's creativity and spark a virtuous cycle of creativity inviting inspiration in (and vice versa). STEM stands for:

S\_\_\_\_\_.

T\_\_\_\_\_.

E\_\_\_\_\_.

M\_\_\_\_\_.

Creativity is sparked when we have the right stimulus. A few sources of such stimulus are a) Find a pressing problem/opportunity or an intensely desired \_\_\_\_\_, b) Create a \_\_\_\_\_ moment, and c) Uncover real insight from those who \_\_\_\_\_ what you \_\_\_\_\_.

When you employ the right techniques, creativity blossoms. A few powerful such techniques are a) Iterate on the \_\_\_\_\_ things, b) Borrow

\_\_\_\_\_, c) Open up the \_\_\_\_\_, and d) Turn off your \_\_\_\_\_ -  
\_\_\_\_\_ brain.

Creativity blooms in the right environment and you can do many things to mold such an atmosphere. Three of these tactics are: a) Carve out the right \_\_\_\_\_ and \_\_\_\_\_, b) Form creative \_\_\_\_\_, and c) Sweat the team \_\_\_\_\_.

Having the right mindset further facilitates creativity and the sense of inspiration that comes with it. A few “state of mind” reminders are a) Don’t talk about building it, \_\_\_\_\_, b) Never \_\_\_\_\_, and c) Keep \_\_\_\_\_ when most others don’t.

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### CHAPTER 9: Insignificance (Reformulated)

Research indicates those who live the longest are those who work hard the longest, and do so on things personally \_\_\_\_\_ to them.

You can bring back a greater sense of significance to your work in many ways. A few powerful methods are:

- Lead what only \_\_\_\_ can lead.
- Be the champion for \_\_\_\_\_ sorely needed.
- Help solve a \_\_\_\_\_.
- Fill an unmet \_\_\_\_\_ or do a \_\_\_\_\_ that needs doing.
- Help move someone \_\_\_\_\_.



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### CHAPTER 10: Lack of Evocation (Rediscovered)

Inspiration can be externally evoked in all of us – in fact, there are three conditions of evocation. Something external evokes inspiration in us if it's a) \_\_\_\_\_ (forces you to think about things differently), b) \_\_\_\_\_ (to core human motives), and c) \_\_\_\_\_ (feels like it can be accomplished).

There are three specific behaviors you can engage in that will greatly increase the likelihood that you'll be inspired by something. They are: 1) Influencing the mood and the mix, 2) Studying the \_\_\_\_\_ and the \_\_\_\_\_, and 3) Morphing your \_\_\_\_\_ into a source of inspiration.

A bad boss can absolutely kill all sense of inspiration. But you can turn that draining relationship around and yes, even convert it into a source of inspiration (believe it or not). Just a few of the ways to do so are: a) Start with the commandments of \_\_\_\_\_, b) Amp up their \_\_\_\_\_, c)

Bring the \_\_\_\_\_ you want reciprocated, and d) Learn how to give your boss \_\_\_\_\_.

*FIND THE FIRE*

CHAPTER 11: The Bonfire

Pick the two or three Anti-Muses that are having the biggest impact on your ability to feel a deep sense of inspiration at work. Then go to the table below and write in those Anti-Muses. Now, go to the table in Chapter 11 and copy down the corresponding antidotes and the resulting antibody.

ANTI-MUSE	ANTIDOTE	ANTIBODY

Refer back to this table (and the corresponding tools it references) frequently and not only will you Find the Fire, you'll keep it lit!