

## Your Work Bigger Checklist

Use this list to keep track of all of your classes. You can move through them step-by-step or you can review the ones that speak to you the most. The classes don't need to be completed in this order.

Access all classes here: <https://workbigger.co/resources/>

### *New Members Start Here*

- Welcome Video
- Set Your Goal

*Mindset - Come back to these anytime. We recommend you make many of these practices.*

- Introduction
- How Your Brain Operates
- Acknowledge Where You Are
- Identify Your Needs
- Manage Your Energy
- Manage Your Time
- Create a Gratitude Practice
- Build Confidence
- Build New Habits
- Bonus Journal Prompts

*Find Your Purpose - We recommend going through this step-by-step; however, done is always better than perfect. If you're stuck in one section, move on to the next. And always ask a question to get more support in the Slack channel or come to Office Hours!*

- Overview
- Interests
- Values
- Strengths
- Bring it All Together

*Identify the WHAT - We recommend going through this step-by-step; however, done is always better than perfect. If you're stuck in one section, move on to the next. And always ask a question to get more support in the Slack channel or come to Office Hours!*

- Introduction
- Set Your Goal
- Expand Your Possibilities

- Create Your Action Plan
- Write Your Story
- Make Connections
- Track Your Progress

*Leadership Skills*

- Structuring Your Day
  - Coaching Others
  - Maximizing Productivity
  - Communicate with Influence
  - Powerful Feedback Conversations
  - How to Negotiate with Influence
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*Recorded Calls / Archive - Bonus Calls*

- Group Coaching Calls
- Member Led Calls
  - Improve Your Focus and Productivity with Kristin Chasky
  - A Conversation on COVID, Inclusivity and Working through Bias in the Workplace
  - Finding Your Mission with Jen Scheib
  - Managing and Overcoming Uncertainty with Neena Stephen
  - The DiSC Assessment with Dana Wakeley
  - A Conversation on Living Your Mission, Taking Risks and DEI
  - Psychological Safety in the Workplace with Emily Rose Prats
  - Recognizing Signs of Burnout with Ada Chen
  - How to Build Your Own Website with Ada Chen
  - Be the Change in Your Organization
  - Leaving the Corporate World and Managing Uncertainty
  - Entrepreneurship with Alexandra Fay Hampton
  - Doing Less to Accomplish More
  - Transitioning to a New Industry
  - Communicating with Influence with Dana Wakeley
  - Managing a Team with Neena Stephen
  - Meditation with Stephanie Lin
  - Life Learnings with Emily Rose Prats
  - Optimizing Your Health with Cristy Powers
  - Why Authentic Connections Matter

- Guest Speaker Calls
  - Making a Career Pivot with Judy Levin
  - Building a Multiple Six Figure Business with Nicole Giordano
  - How to Leverage LinkedIn for Success
  - Money Party with the Fiscal Femme
  - Developing a Job Search Strategy
  - Leaving Corporate to Build a Business
- Co-working Sessions / Office Hours