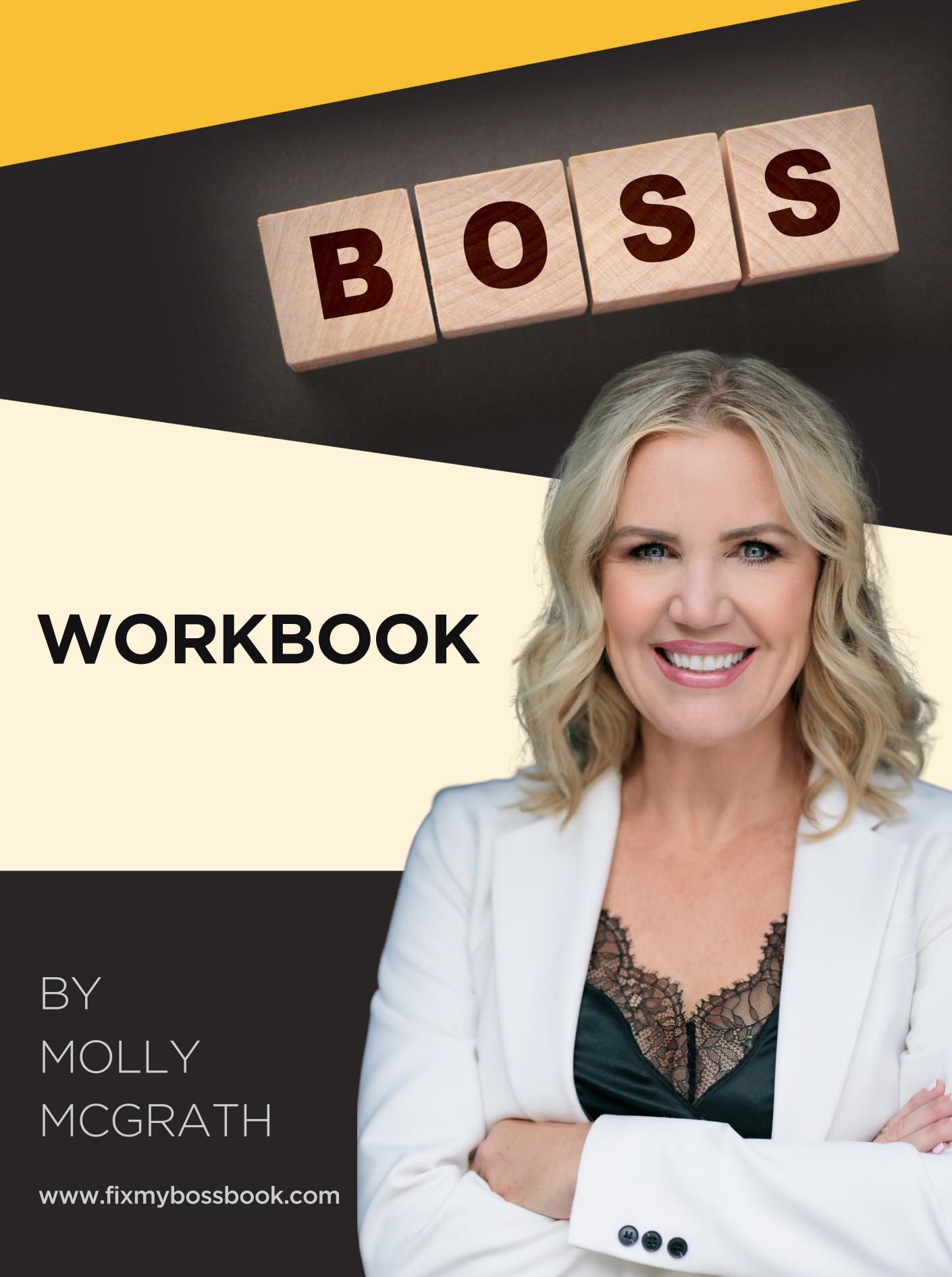
FIXM



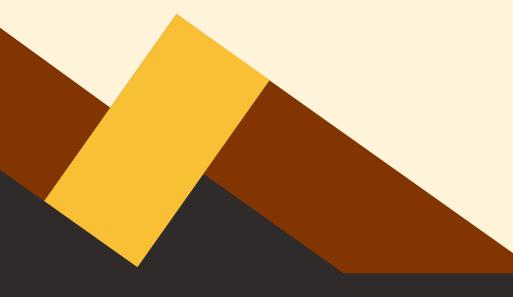
Introduction:

Welcome to the Fix My Boss Workbook!

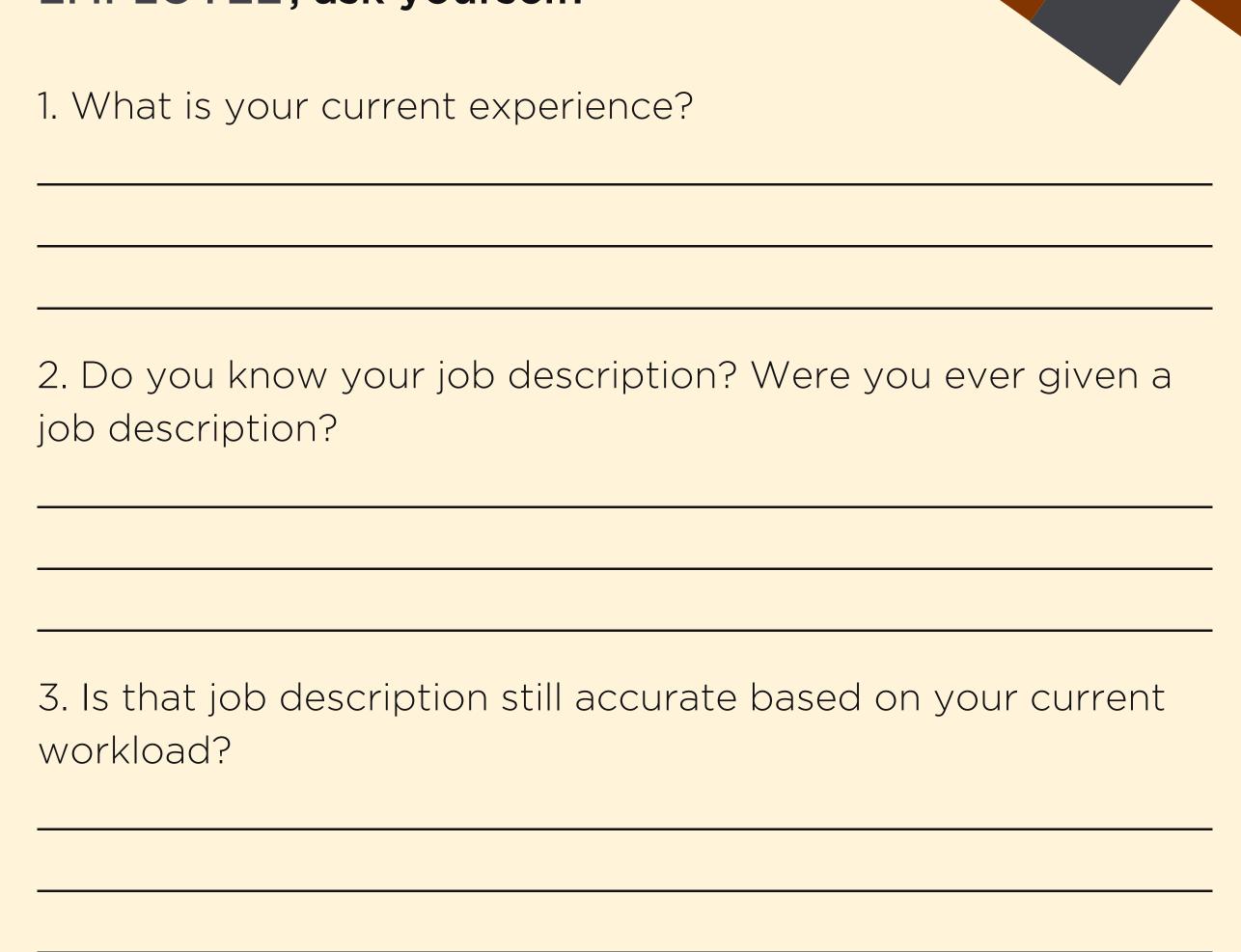
This workbook is intended to be used in conjunction with the book, "Fix My Boss" to cultivate respect, risk courageous conversations, and increase the bottom line.

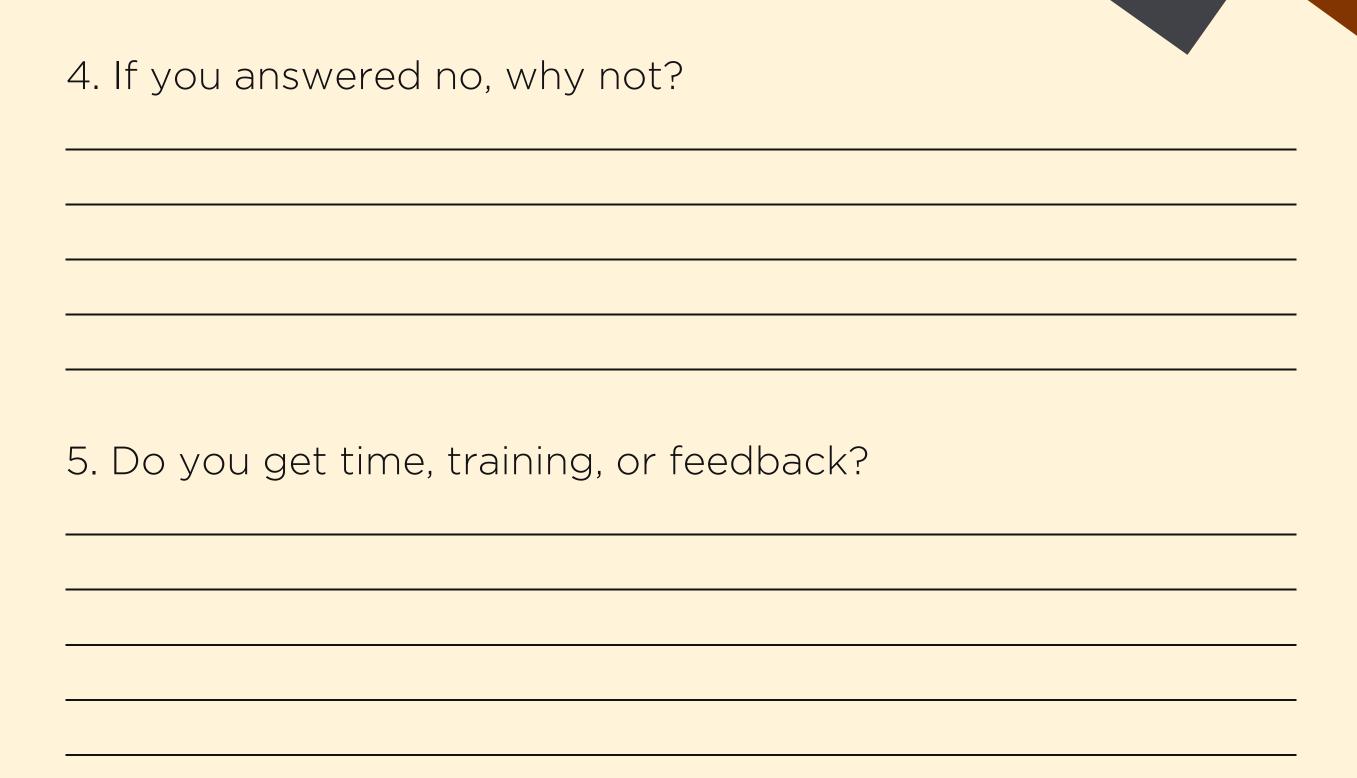
The exercises and activities provided will guide you through a step-by-step process of understanding, analyzing, and taking action to create positive change in your workplace.

Let's get started!



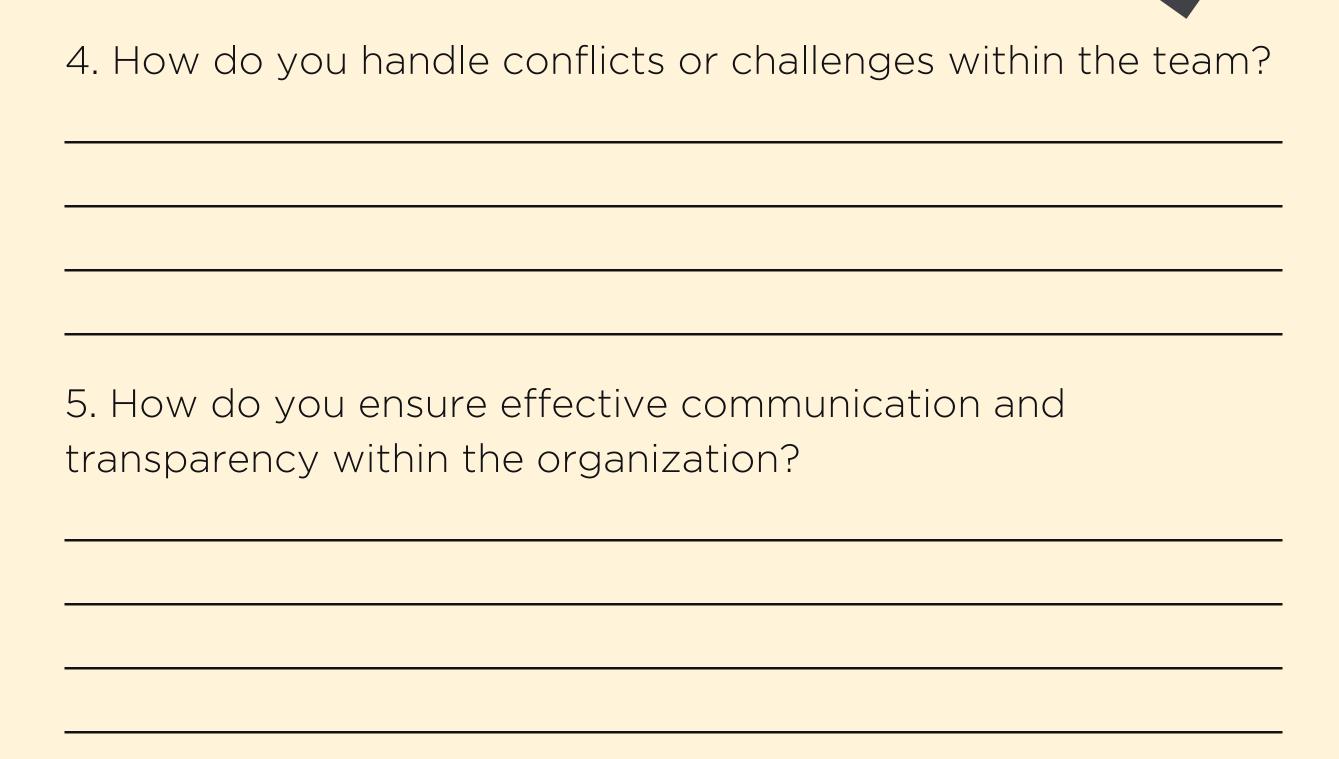
Exercise 1A: If you're an EMPLOYEE, ask yourself:





Exercise 1B: If you're a BOSS, ask yourself:

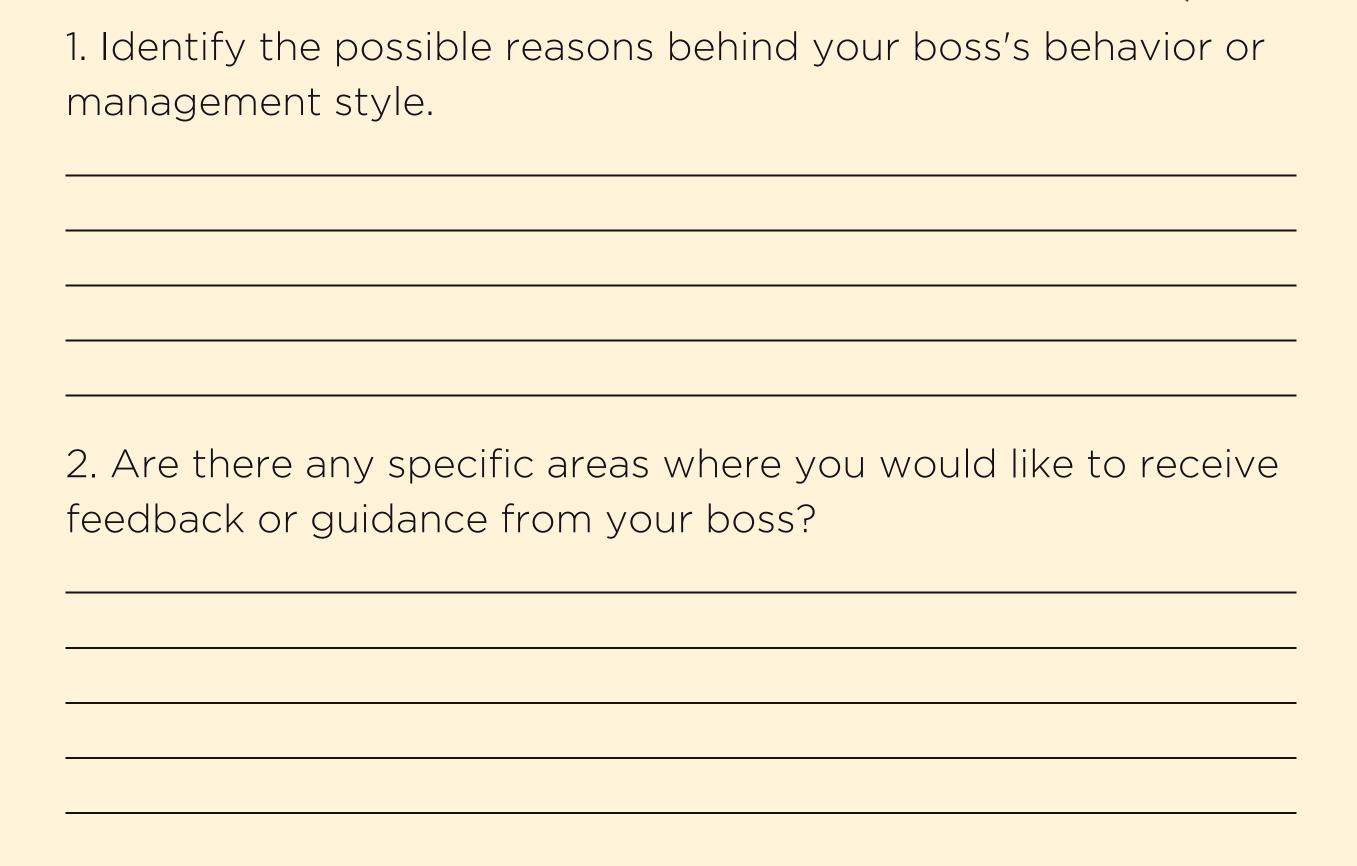
1. What is your leadership philosophy or approach?
2. What steps do you take to foster a positive and inclusive work culture?
3. How do you support and encourage professional development and growth for your employees?



Exercise 2: Assess the Situation

1. Describe your current relationship with your boss.	
2. Identify specific challenges or issues you are facing with you work.	— ur
How have these challenges and your work relationship with ur boss affected your work performance and overall job tisfaction?	

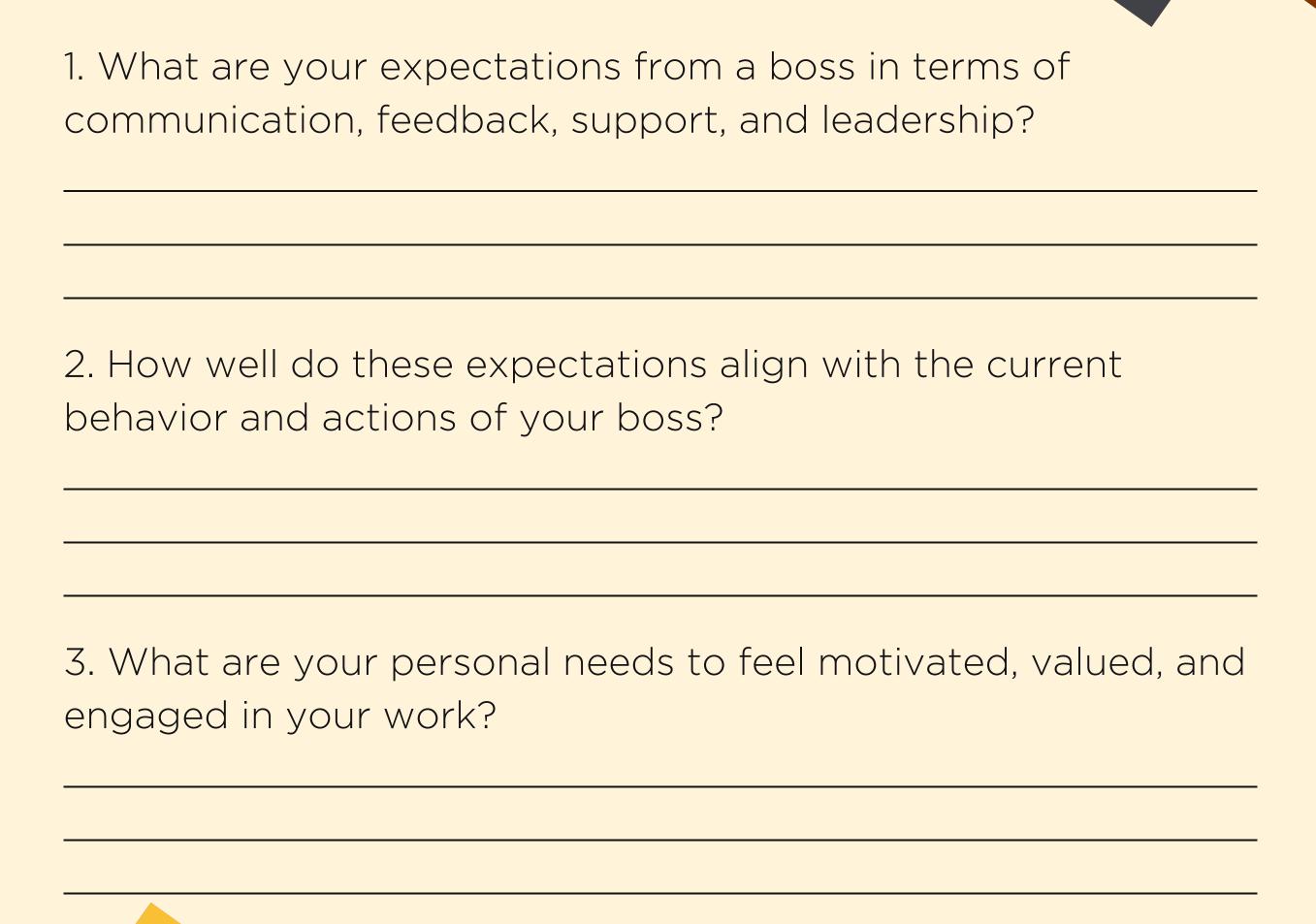
Exercise 3: Analyze the Underlying Causes



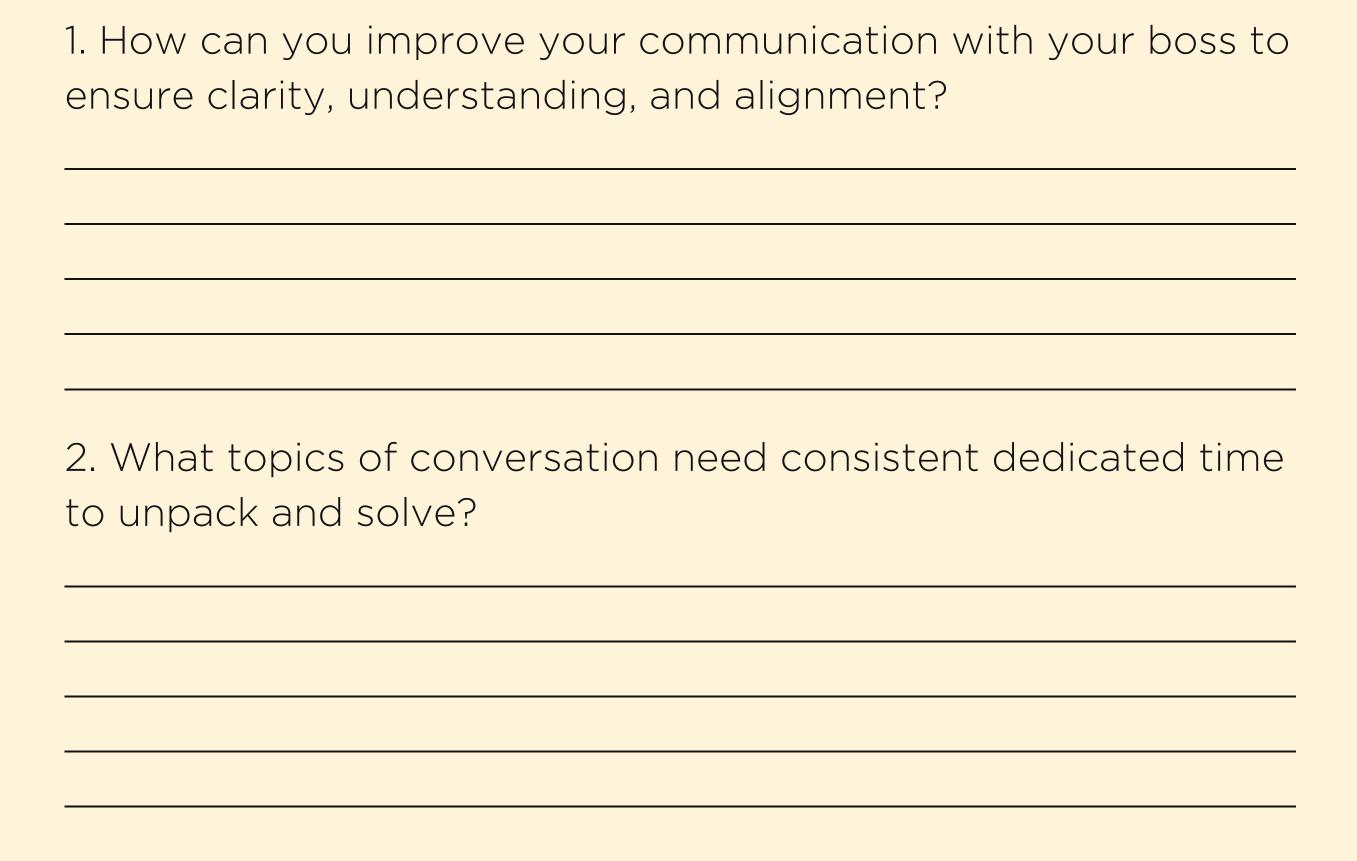
Exercise 4. Reflect on Your Mindset

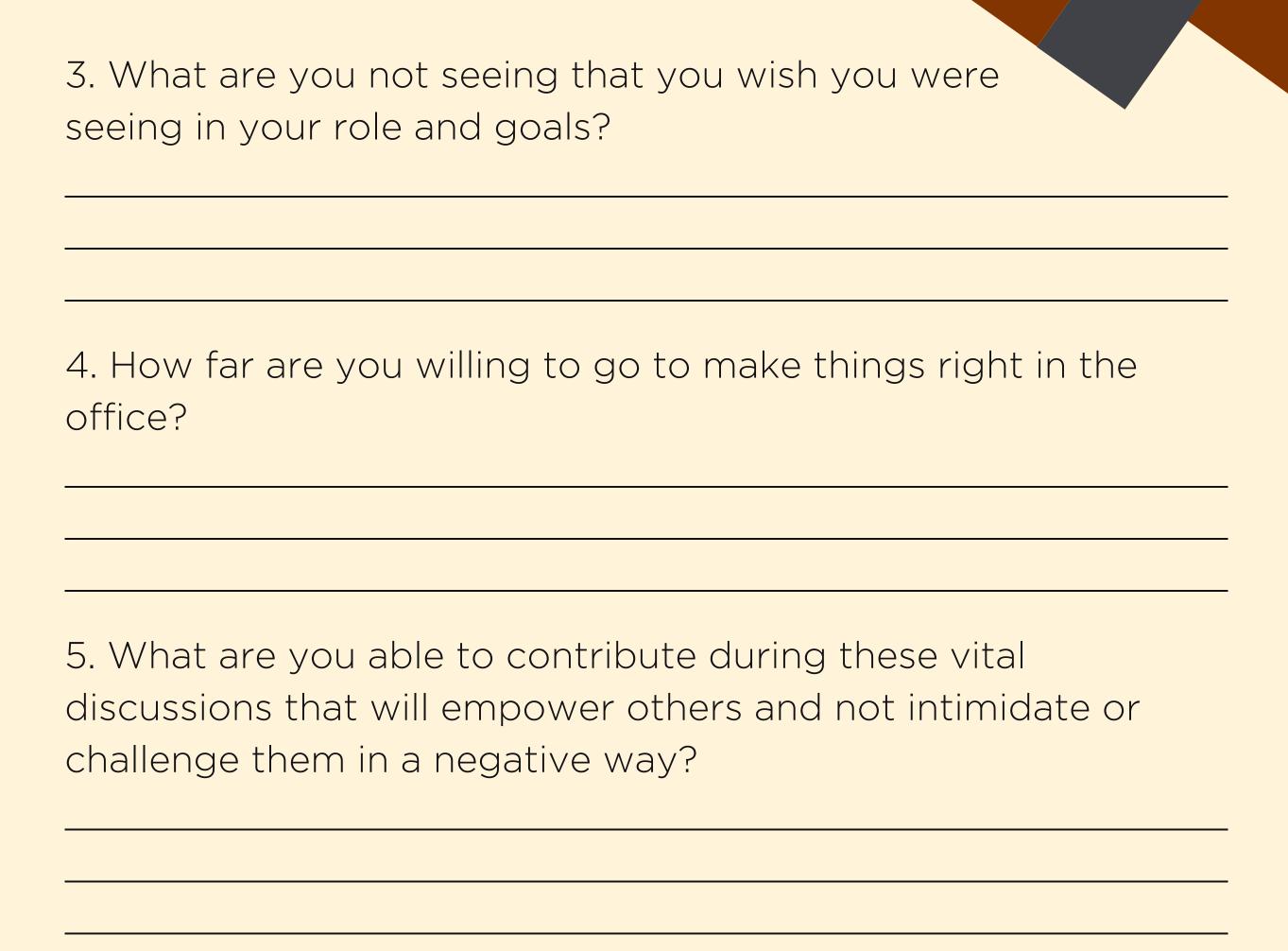
1. How do you cultivate creativity and generate innovative ideas in your work or personal projects?
2: How comfortable are you with stepping out of your comfort zone and trying new things?
3. How do you view failure, and how does it impact your motivation and perseverance?

Exercise 5. Identify Your Own Expectations and Needs



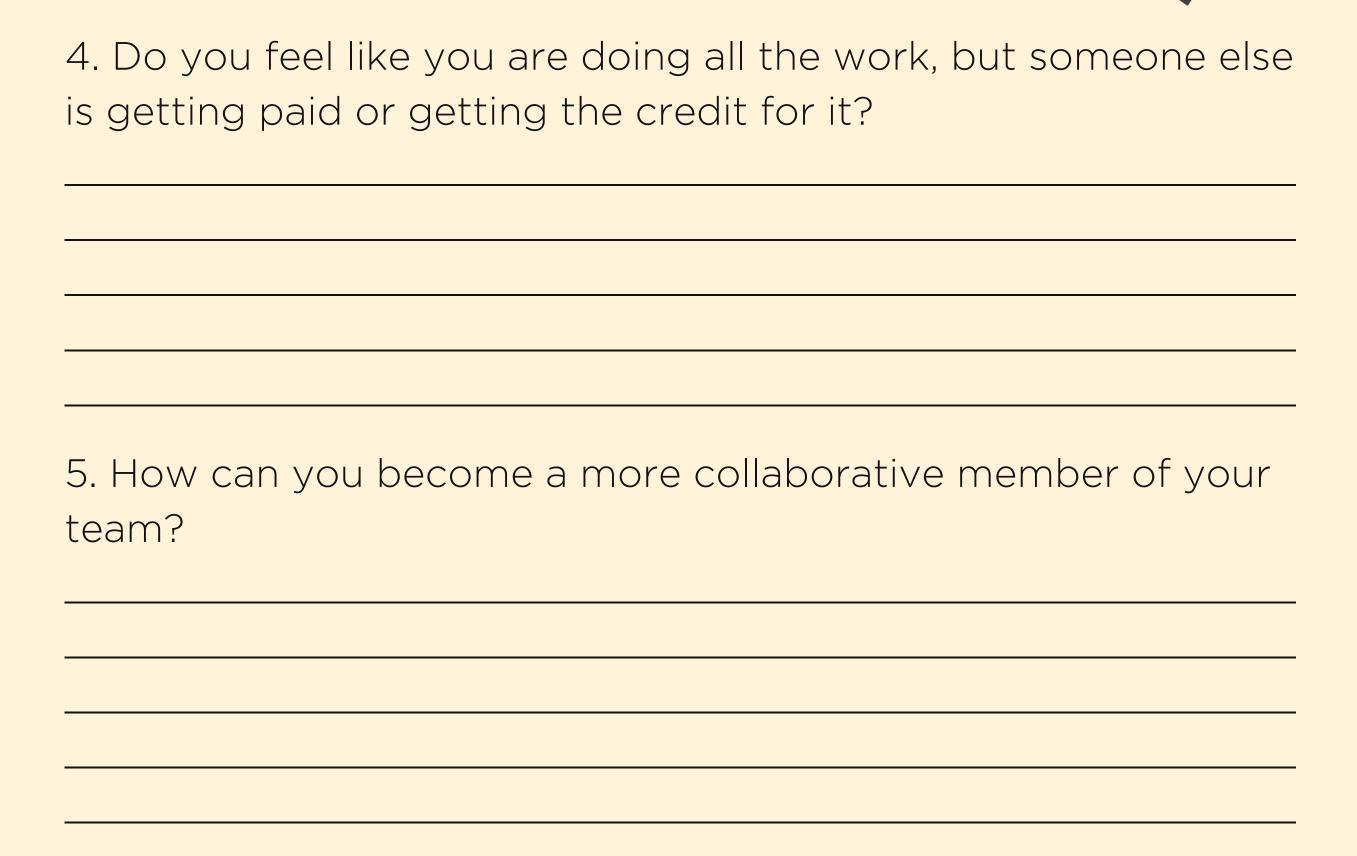
Exercise 6. Develop Effective Communication Strategies





Exercise 7. Discover How You Interact with Your Team Members

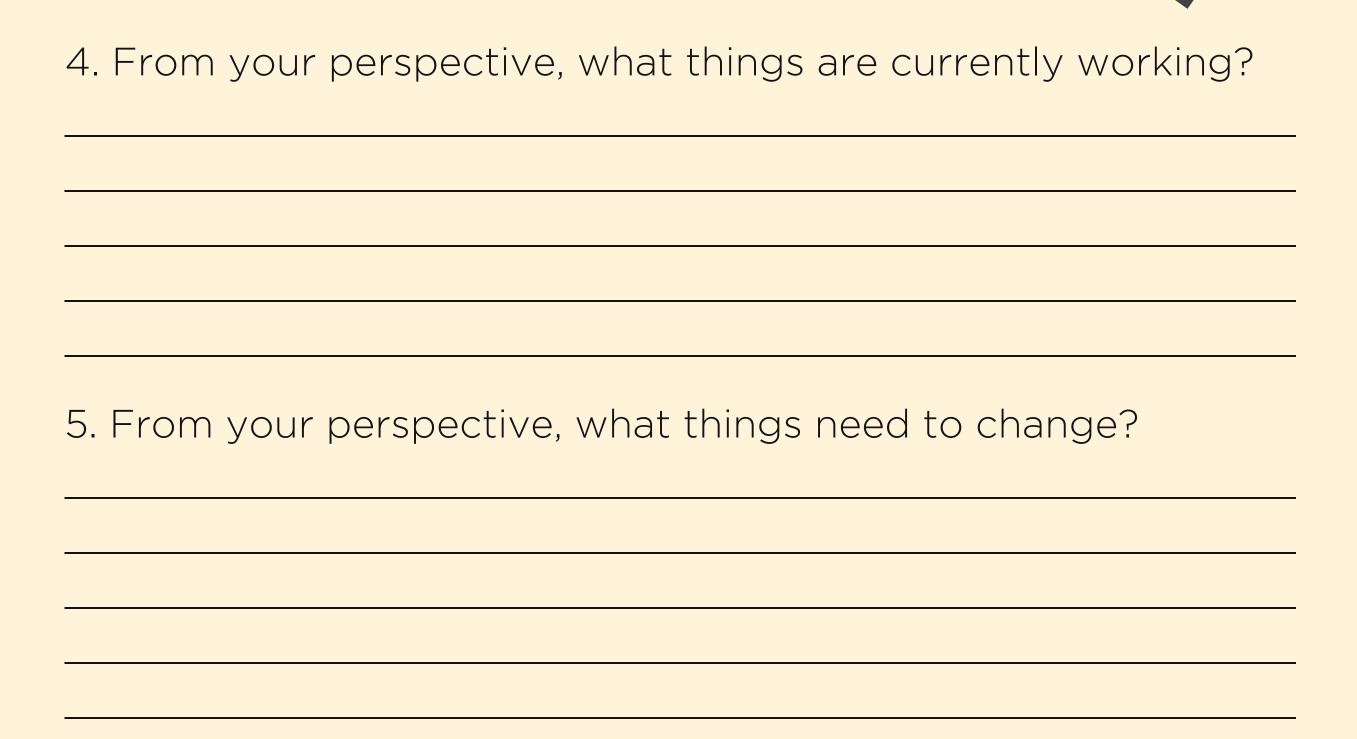
1. Are you generally a helpful person?
2. Do you mind staying late when necessary to help a colleague or the boss finish a job or meet a deadline?
3. When needed, would you think twice about offering to stay late to finish a project for a colleague/employer that needed to leave on time to get to an important family commitment?

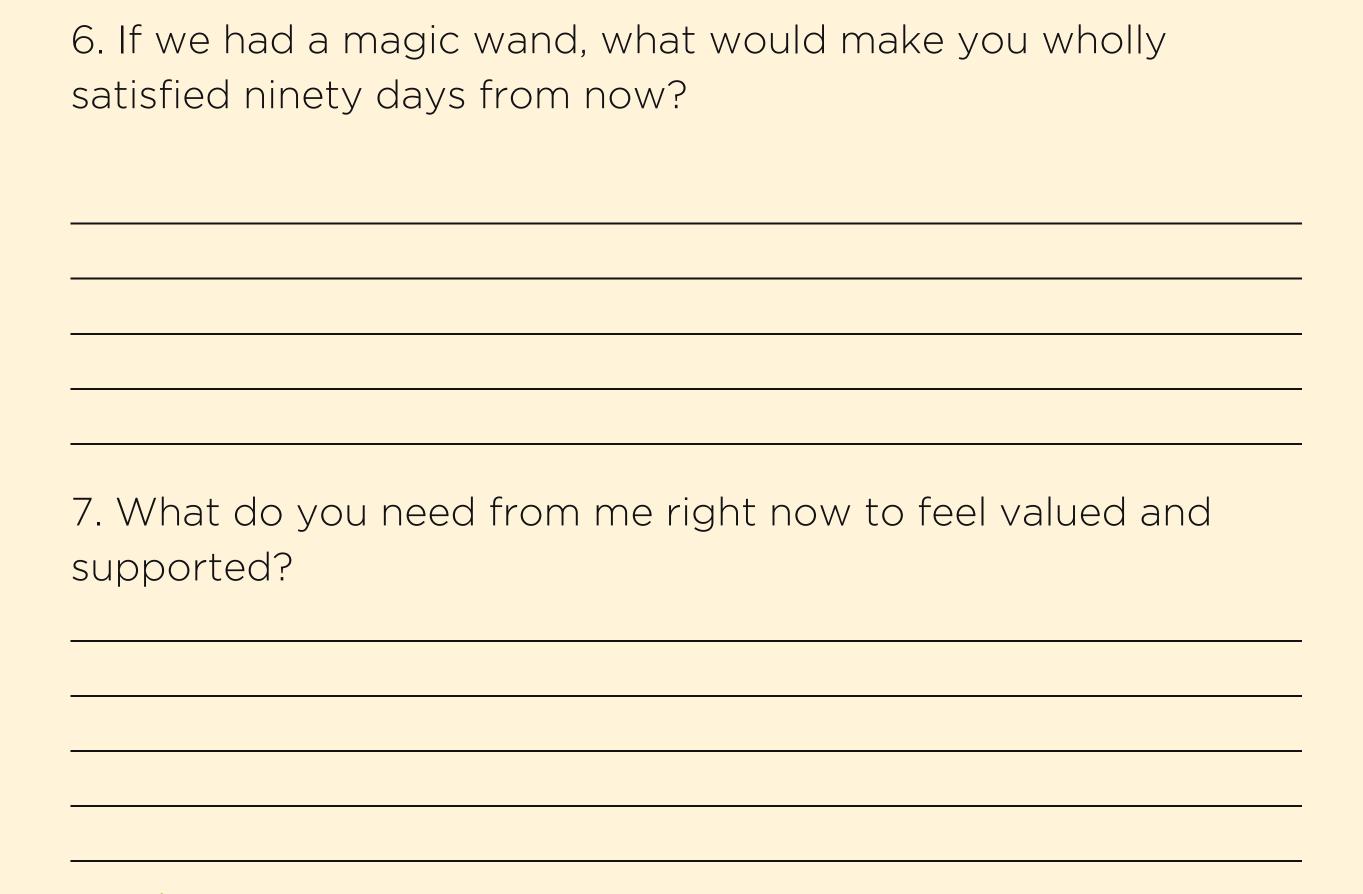


Exercise 8. How to Have Difficult Conversations

Empowering Questions from **BOSS** to **EMPLOYEE**:

1. What hasn't happened that you had hoped to see by this point?
2. What opportunities do you believe we built barriers in front of?
3. Why can't we make these opportunities real?

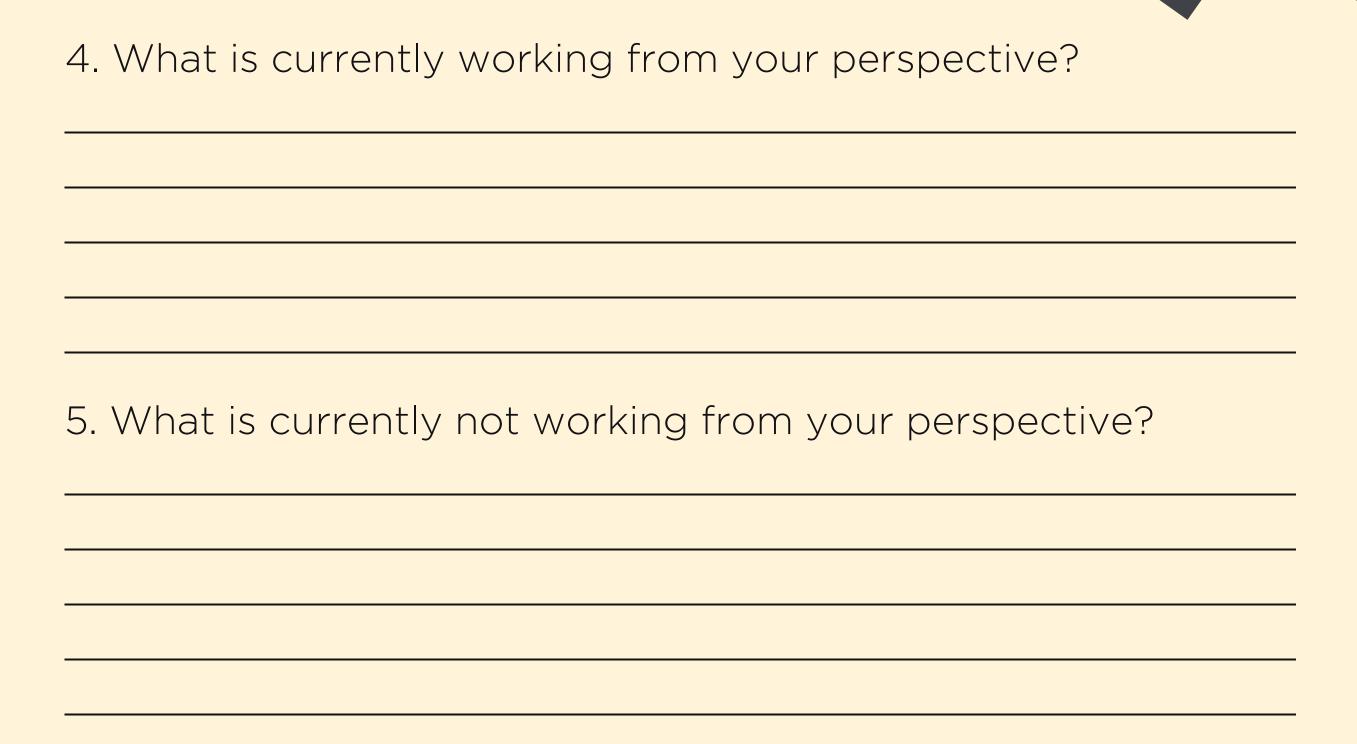


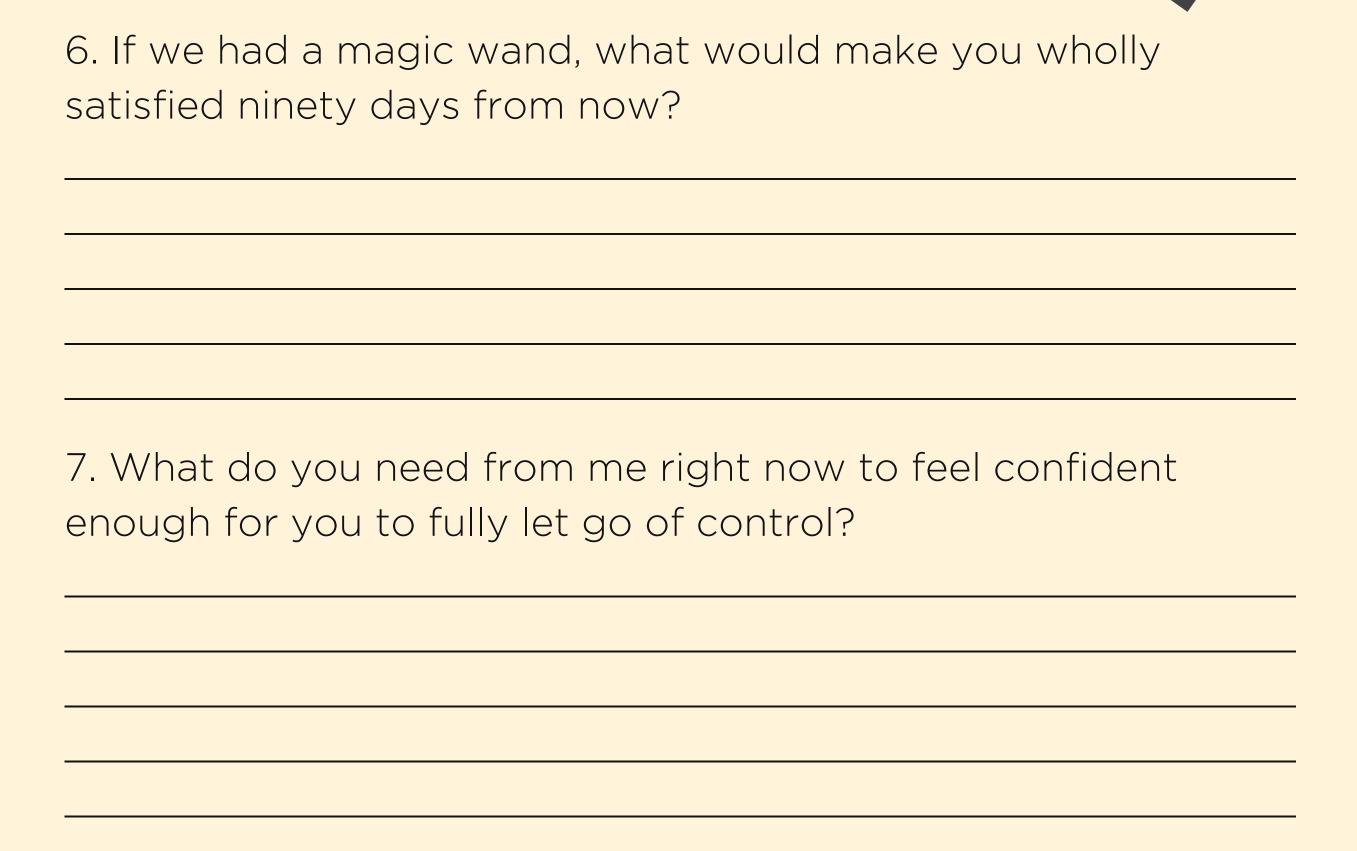


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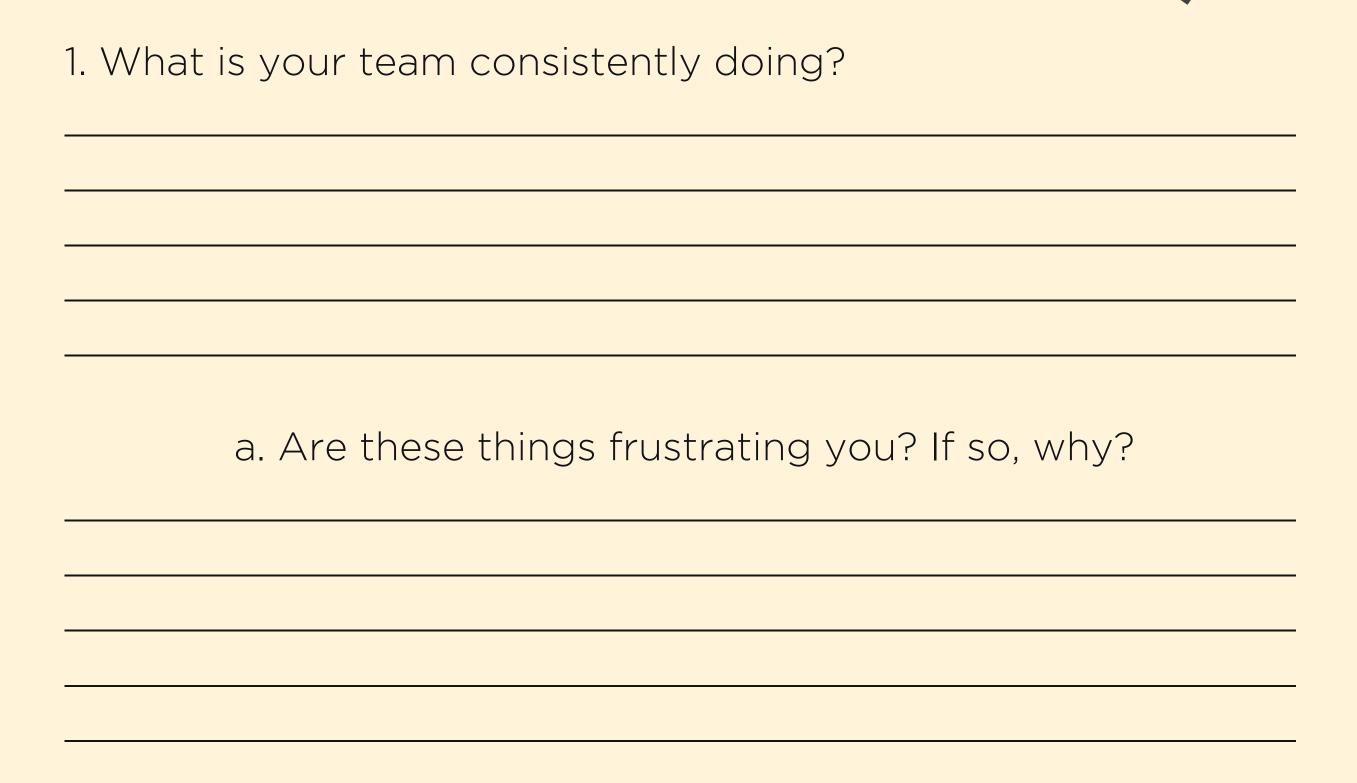
Empowering Questions from **EMPLOYEE** to **BOSS**:

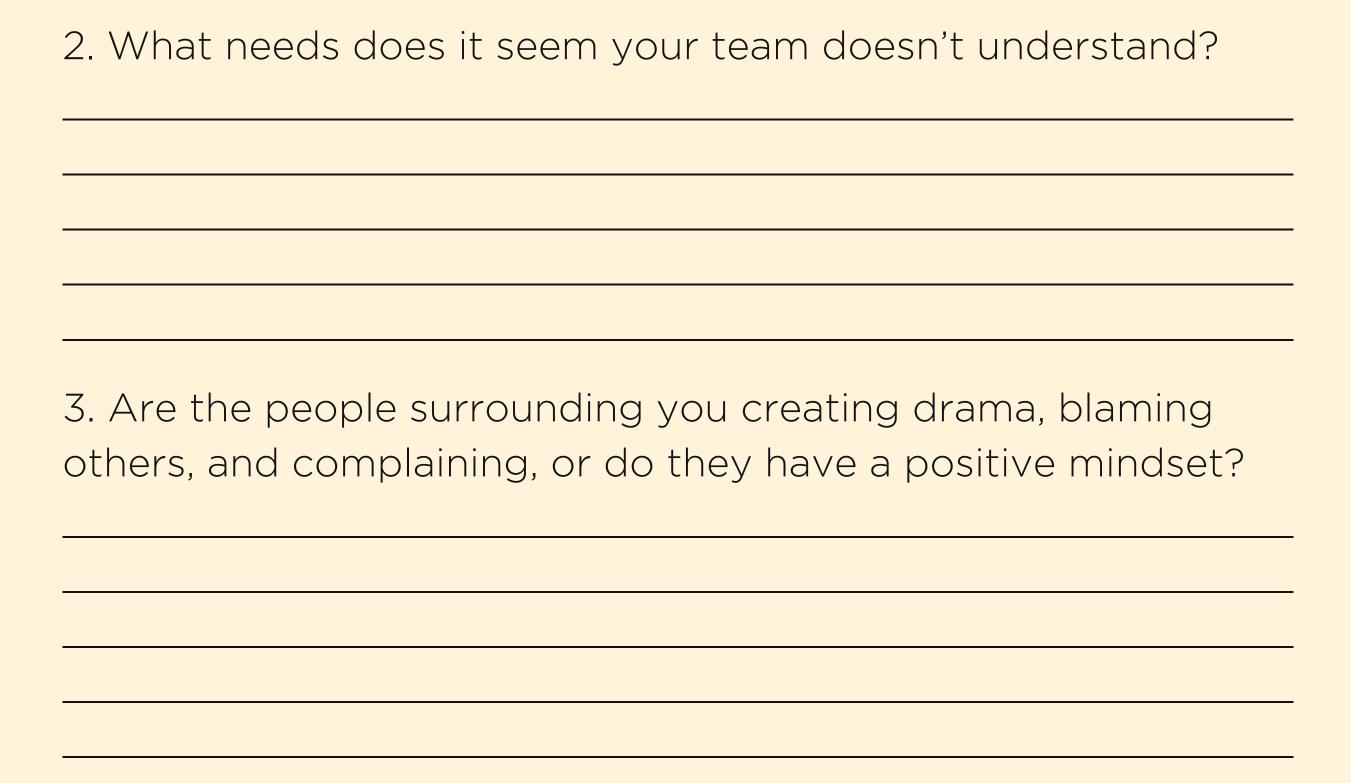
1. What are you not seeing that you hoped to see by now from me?
2. What are the opportunities you believe we have in front of that we cannot get to because you don't feel supported by me or the team?
3. What do you believe are the reasons we cannot make the opportunities real?





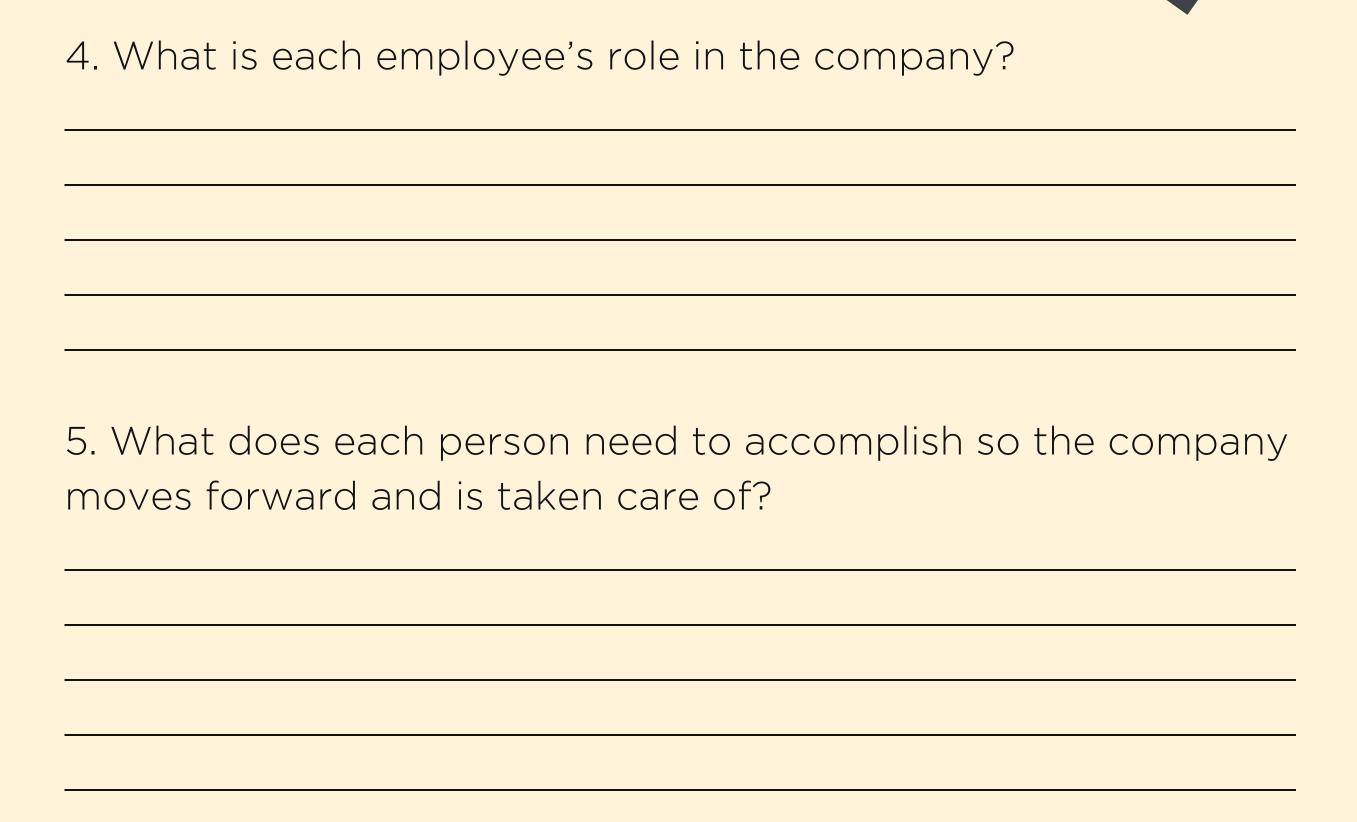
Exercise 9. Emphasize the Company's Core Values





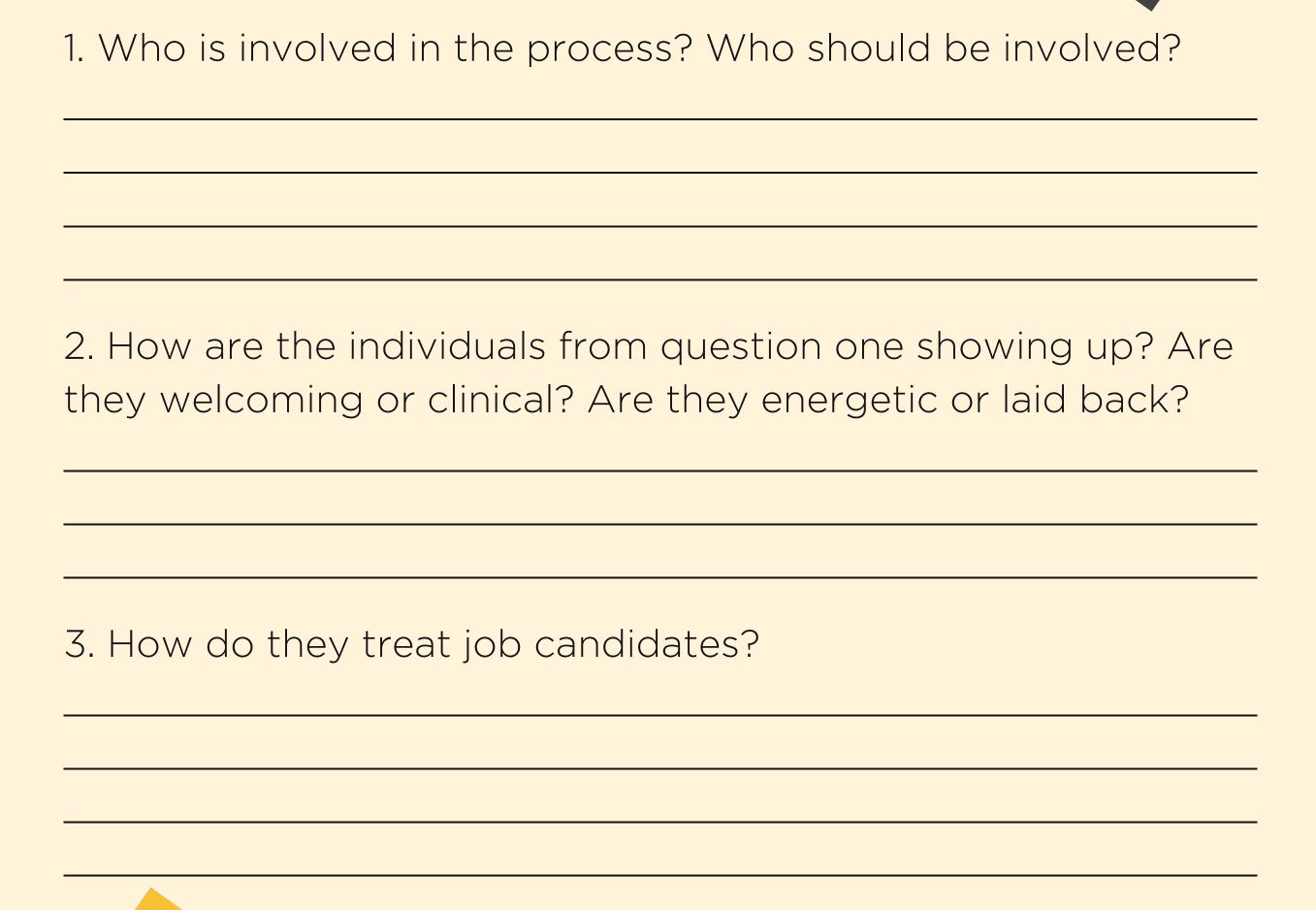
Exercise 10. Set up Clear Roles

1. What's the company onboarding process?
2. Do you have daily huddles with your team? What is the purpose?
3. What's your Quarterly Employee Growth Plan?



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Exercise 11. Assess Your Hiring Process

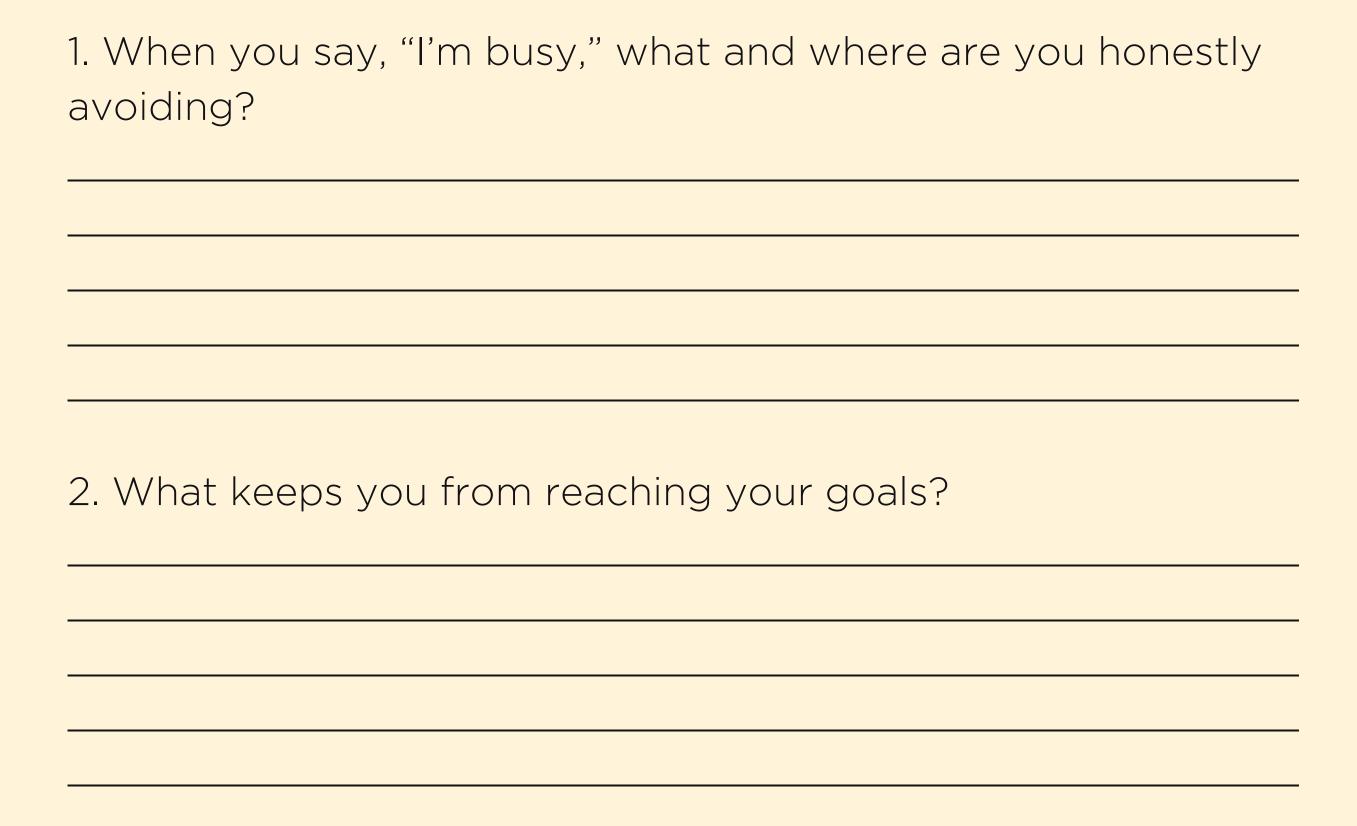


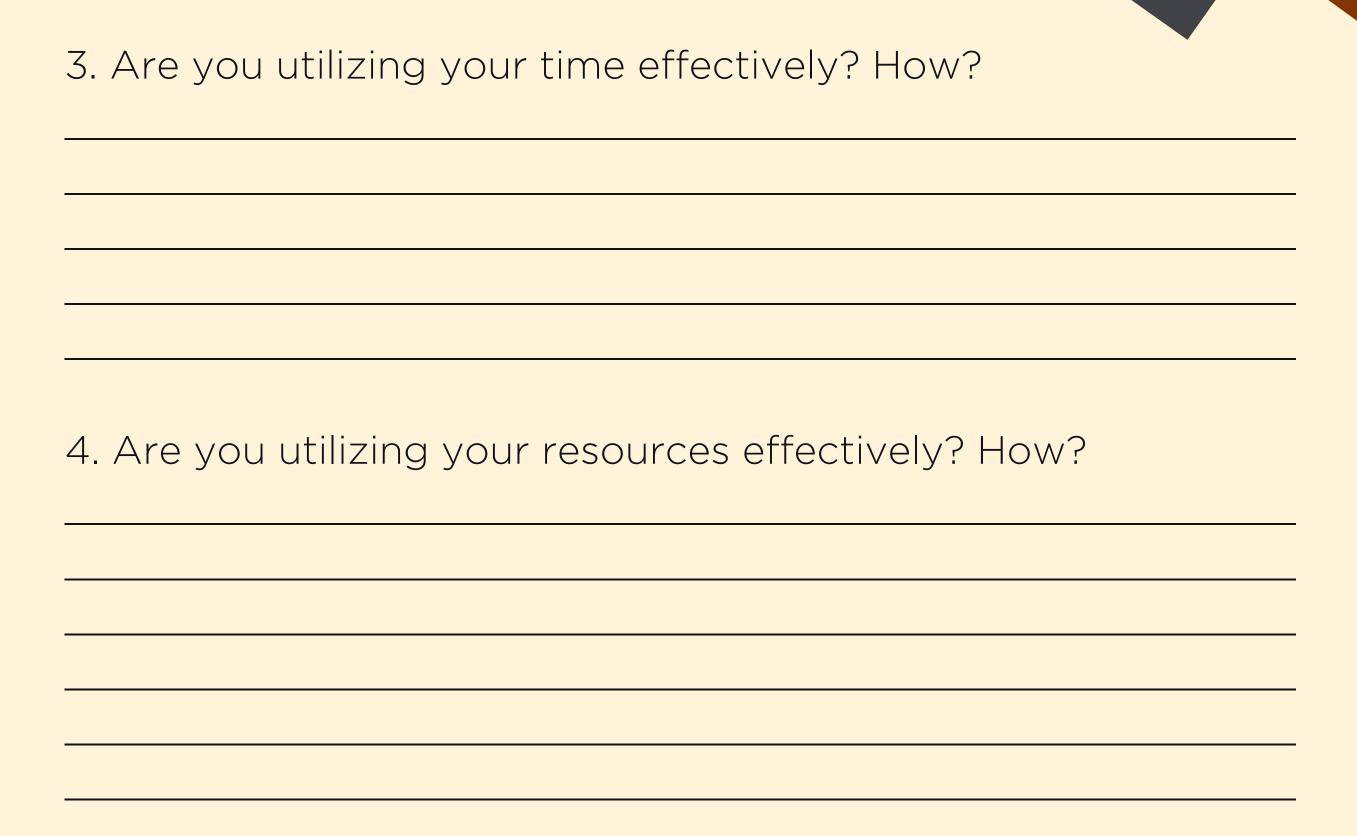
Exercise 12. Maintain Relationships Within Your Workplace

1. How do I currently measure the performance of my employee or employer?
2. What is my true role in creating a supportive or toxic work environment?
3. Do I trust others? Why or why not?

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Exercise 13. Time Effectiveness Exercise





Congratulations on completing the Fix My Boss Workbook!

By engaging with the exercises and activities in this workbook, you have taken important steps towards improving your relationship with your boss and creating a more positive work environment. Remember, change takes time and effort, so be patient and persistent in your efforts. Best of luck on your journey to **FIXING YOUR BOSS!**

Note: This workbook is designed as a companion resource to the book "Fix My Boss" and is not intended to replace the information or guidance provided in the book.

It is recommended to read the book alongside completing the workbook for a comprehensive understanding of the strategies and principles discussed.

In your corner,

Molly McGrati

Author, Fix My Boss

