

# Getting Out by Going In

GOGI

# RECOVERY

Meeting Format

# **Welcome to Recovery The GOGI Way**

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# GOGI's Tools and Calendar

## The GOGI Life Tools

The GOGI Life Tools are simple decision-making strategies anyone can use to help them create the positive life they desire. The Tools are listed below:

**BOSS OF MY BRAIN**

**BELLY BREATHING**

**FIVE SECOND LIGHTSWITCH**

~

**POSITIVE THOUGHTS**

**POSITIVE WORDS**

**POSITIVE ACTIONS**

~

**CLAIM RESPONSIBILITY**

**LET GO**

**FOR-GIVE**

~

**WHAT IF**

**REALITY CHECK**

**ULTIMATE FREEDOM**

## GOGI Meetings Follow the GOGI Life Tool Calendar

Each GOGI Life Tool has a designated week for its study. The first week of each month begins on the first Monday of each month. If the first day of a month is on a Tuesday-Sunday, the meeting for the first Tool of that month will begin the following Monday. When there is a fifth Monday in a month, one or all Tools can be reviewed, or you may have a Guest Speaker Meeting.

## The GOGI Life Tool Calendar

| January                        | February                    | March                   |
|--------------------------------|-----------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO               | Week 4 ULTIMATE FREEDOM |
| April                          | May                         | June                    |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO               | Week 4 ULTIMATE FREEDOM |
| July                           | August                      | September               |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO               | Week 4 ULTIMATE FREEDOM |
| October                        | November                    | December                |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO               | Week 4 ULTIMATE FREEDOM |

# Group Success Checklist

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You know your GOGI Meeting is the best it can be when you can say yes to all the below:

## The Group

- ✓ Have Circle Groups established ground rules?
- ✓ Are all Circle Group members seated in a circle where everyone can see each other?
- ✓ Are all members seated as part of the chair circle?
- ✓ Have all desks or tables been moved out of the way?
- ✓ Are meeting participants gathered in Circle Groups of 2-12 members?
- ✓ Do participants have access to GOGI materials?
- ✓ When there are 13 members, does the groups split into two circles?
- ✓ Are group member's comments and discussions geared towards the use of the GOGI Life Tools?
- ✓ Is everyone actively engaged and participating in the meeting?

## Meeting Format

- ✓ Do all meetings follow the GOGI Meeting outline format?
- ✓ Do all Meetings follow the GOGI Life Tools Calendar?
- ✓ Is the Circle Group prepared for the Recap and Celebration meetings?
- ✓ Is the Circle Group prepared for holding the Team Building Meeting to start the next cycle?
- ✓ Do you close out each meeting with the GOGI Pledge of Service?

## Leaders

- ✓ Are the facilitators encouraging volunteerism within the Circle Group?
- ✓ Are the facilitators asking more questions than they offer statements?
- ✓ Are the facilitators keeping the Circle Group on time and on format?



# BOSS OF MY BRAIN Meeting

## Dates of Study BOSS OF MY BRAIN

The 1<sup>st</sup>  
week of: **January**  
**April**  
**July**  
**October**

## When to study BOSS OF MY BRAIN

|  |   |  |
|--|---|--|
| <b>January</b><br>Week 1 <b>BOSS OF MY BRAIN</b><br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM     |
| <b>April</b><br>Week 1 <b>BOSS OF MY BRAIN</b><br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM      |
| <b>July</b><br>Week 1 <b>BOSS OF MY BRAIN</b><br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM |
| <b>October</b><br>Week 1 <b>BOSS OF MY BRAIN</b><br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM  |



# BOSS OF MY BRAIN Meeting

Hold this Meeting on the following weeks:  
1<sup>st</sup> week of January, April, July, & October

## Meeting Objective:

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI BOSS OF MY BRAIN Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

- 4. The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
- 5. Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
- 6. BOSS OF MY BRAIN Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **BOSS OF MY BRAIN**

Dates of study: 1<sup>st</sup> week of January, April, July, and October.

### **BOSS OF MY BRAIN Objective**

BOSS OF MY BRAIN was created to help you realize the control you have over your thoughts. When you use BOSS OF MY BRAIN you may realize you are the boss of your own thinking, and as a result, the creator of your own life experience.

### **BOSS OF MY BRAIN Statement of Ownership**

I am BOSS OF MY BRAIN and I claim control over each thought I create. Because I am BOSS OF MY BRAIN, I can change my thoughts at any time. No one has control over my thoughts because only I am BOSS OF MY BRAIN.

### **BOSS OF MY BRAIN Keywords**

The Three Parts: There are three parts of your brain you can control, the Smart Part, Emotional Part, and Old Habit Part. To use BOSS OF MY BRAIN, ask yourself, “Which part is in charge right now?”

### **BOSS OF MY BRAIN Basics**

To use this Tool, consider the three parts of the brain over which you have control: the Smart Part, Emotional Part, and Old Habit Part.

#### The Smart Part

When you put your hand on your forehead you are touching that area of your brain responsible for making decisions and learning new information. We call it the **Smart Part** because this is the part of your brain that will help you be strong and make the most positive decisions.

#### The Emotional Part

When you touch each side of your head just above your ears, you are pointing to the center of your brain, what GOGI calls the **Emotional Part**. It is in the center of your brain where you create and store emotions. When you use this Tool you become more aware of this part of your brain and you can better decide if you want it in control, or not.

#### The Old Habit Part

When you put your hand just above your neck, on the back of your head, you are touching what GOGI calls the **Old Habit Part**. When you use BOSS OF MY BRAIN you can better assess if you want your old habits to be in control, or not.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

### Thought Provoking Questions

- ? Think about the last time you used the Smart Part of your brain when making a decision. How were you able to use the Smart Part instead of resorting to old habits or an emotional reaction?
- ? When was the last time you let your Emotional Part take over? What other choice could you have made?
- ? What are some of the beliefs you have stored in the Old Habit Part of your brain and why do they no longer serve you?
- ? Do you believe there is value in teaching children this Tool? Explain.
- ? What might have been different in your life had you been taught to use BOSS OF MY BRAIN as a Tool in your childhood?
- ? How would you explain this Tool to a close friend? What would you say were the benefits?

8. **BOSS OF MY BRAIN Activity** (*Below are activity options.*)

## Activity Options

### 1. Story Telling

In your group, assign each group member a specific part of the brain: Smart Part, Emotional Part, and Old Habit Part. A volunteer starts a story using the part of the brain they were assigned. This individual then passes the story off to another group member to continue the story. The purpose of this activity is to see how differently a story can unfold depending on what part of the brain you are using. *Example: Joe signed up for school (Smart Part). Joe gets drunk with his buddies and misses the first day of class (Old Habit). Joe decides he never was good at school, anyway (Emotional Part).*

### 2. The Real Boss Assessment

A situation is offered by a volunteer. Example: "Someone stole my favorite tennis shoes." The volunteer then places a hand on the Smart Part, Emotional Part, and Old Habit Part of their brain. Members state what might likely happen when reacting with this part of the brain. Several volunteers are asked to share a real situation and have the group create likely outcomes based on the part of the brain that is selected.

### 3. Identify the Part

On pieces of paper, write down a person's name and a scenario. Example: Tasha quits her job because she didn't get the promotion. She has no savings and doesn't know how she is going to pay rent next month.

Fold each piece of paper and place them in the middle of the Circle Group. Pick one of the pieces of paper out the pile and have a volunteer state if the individual in the scenario used the Smart Part, Emotional Part, or Old Habit Part in their reaction. Group members discuss.

**9. Applying BOSS OF MY BRAIN** *(Group Member Discussion)*

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

**11. The GOGI Pledge of Service** *(Read Aloud)*

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

**The GOGI Pledge of Service**

*May our commitment (repeat)*

*To the study of GOGI (repeat)*

*Grant us the joy (repeat)*

*Of giving and receiving (repeat)*

*So that our inner freedom (repeat)*

*May be of maximum service (repeat)*

*To those we love (repeat)*

*And infinite others (repeat)*

**12. Tidy Up Time** *(Read Aloud)*

"We thank you for participating in this week's GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group."

# BELLY BREATHING Meeting

## Dates of Study BELLY BREATHING

The 2<sup>nd</sup>  
week of **January**  
**April**  
**July &**  
**October**

## When to study BELLY BREATHING

**January**

- Week 1 BOSS OF MY BRAIN
- Week 2 **BELLY BREATHING**
- Week 3 FIVE SECOND LIGHTSWITCH
- Week 4 POSITIVE THOUGHTS

**February**

- Week 1 POSITIVE WORDS
- Week 2 POSITIVE ACTIONS
- Week 3 CLAIM RESPONSIBILITY
- Week 4 LET GO

**March**

- Week 1 FOR-GIVE
- Week 2 WHAT IF
- Week 3 REALITY CHECK
- Week 4 ULTIMATE FREEDOM

**April**

- Week 1 BOSS OF MY BRAIN
- Week 2 **BELLY BREATHING**
- Week 3 FIVE SECOND LIGHTSWITCH
- Week 4 POSITIVE THOUGHTS

**May**

- Week 1 POSITIVE WORDS
- Week 2 POSITIVE ACTIONS
- Week 3 CLAIM RESPONSIBILITY
- Week 4 LET GO

**June**

- Week 1 FOR-GIVE
- Week 2 WHAT IF
- Week 3 REALITY CHECK
- Week 4 ULTIMATE FREEDOM

**July**

- Week 1 BOSS OF MY BRAIN
- Week 2 **BELLY BREATHING**
- Week 3 FIVE SECOND LIGHTSWITCH
- Week 4 POSITIVE THOUGHTS

**August**

- Week 1 POSITIVE WORDS
- Week 2 POSITIVE ACTIONS
- Week 3 CLAIM RESPONSIBILITY
- Week 4 LET GO

**September**

- Week 1 FOR-GIVE
- Week 2 WHAT IF
- Week 3 REALITY CHECK
- Week 4 ULTIMATE FREEDOM

**October**

- Week 1 BOSS OF MY BRAIN
- Week 2 **BELLY BREATHING**
- Week 3 FIVE SECOND LIGHTSWITCH
- Week 4 POSITIVE THOUGHTS

**November**

- Week 1 POSITIVE WORDS
- Week 2 POSITIVE ACTIONS
- Week 3 CLAIM RESPONSIBILITY
- Week 4 LET GO

**December**

- Week 1 FOR-GIVE
- Week 2 WHAT IF
- Week 3 REALITY CHECK
- Week 4 ULTIMATE FREEDOM





# BELLY BREATHING Meeting

Hold this Meeting on the following weeks:  
2<sup>nd</sup> week of January, April, July, & October

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI BELLY BREATHING Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In**: Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **BELLY BREATHING Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

### GOGI Life Tool Basics **BELLY BREATHING**

The dates of study: 2<sup>nd</sup> week of January, April, July, and October

#### **BELLY BREATHING Objective**

BELLY BREATHING was added as a GOGI Life Tool to help you direct your body’s reactions and responses to people, places, and things. When you use BELLY BREATHING you maintain control and your actions and reactions become more intentional. BELLY BREATHING gives you the ability to create the best possible response to any situation.

#### **BELLY BREATHING Statement of Ownership**

BELLY BREATHING gives me the power to direct my actions and reactions. With BELLY BREATHING, I experience the power that comes with calm control of my responses to life’s events.

#### **BELLY BREATHING Keywords**

One hand on my belly. One hand on my chest. Which one is moving? My brain works better when my belly moves as I breathe.

#### **BELLY BREATHING Basics**

Breathing helps oxygen move through your body. When your oxygen flow is optimal, your brain function is optimal as well. When you build the skill of breathing with intention, you will naturally make more positive decisions because more oxygen is getting to your brain. To use the BELLY BREATHING Tool, monitor your breathing and let your brain do the rest of the work.

One Hand on Your Belly - Sometimes something as simple as placing your hand on your belly reminds you to breathe deeply. When you use this Tool often, you will train your mind to automatically breathe in a way that supports your best decisions.

One Hand on Your Chest - Oftentimes, when we are upset or angry, our breathing gets very shallow, and most of the air we take in is restricted and centralized to our chest area. Putting one hand on your chest allows you to easily identify if you are chest breathing.

Which One is Moving? - When you slow down enough to identify the pattern of your breathing, you are instantly in charge of creating the best outcome in any situation.

**7. Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? Do you remember anyone telling you to take a deep breath in your youth? Do you think this sort of advice would be helpful?
- ? What could have been the value of learning BELLY BREATHING in your youth? Do you think things might have been different for you as an adult if you had learned this Tool?
- ? What do you think about the fact that the human body operates more effectively with good breathing habits? What has been your experience with optimal breathing?
- ? In thinking about your life, what benefit is there to mastery of this Tool called BELLY BREATHING? What might be improved in your life?
- ? Can you remember examples of individuals who seemed to keep their cool no matter what? Thinking back, did you notice their breathing? Discuss.
- ? How would you explain this Tool to a close friend? What would you say were the benefits?

**8. BELLY BREATHING Activity** (*Below are activity options.*)

**Activity Options**

**Time Your Breathing**

The group facilitator counts to four for each breath, reading the below.

*Inhale, fill your belly for 4, 3, 2, 1.*

*Hold for 4, 3, 2, 1.*

*Exhale for 4, 3, 2, 1.*

*Hold for 4, 3, 2, 1.*

This sequence is repeated four times.

Group members discuss how they felt. Did members get dizzy? Discuss the experience of controlled breathing.

**Chest Breathing Situations**

Several situations are written down on pieces of paper. Taking turns, a volunteer selects one of the pieces of paper and reads it aloud. Group members decide if this is a situation where they would be naturally using the Tool BELLY BREATHING and, if not, how they might remind themselves to do so. The group discusses the situations, citing examples from their own life when BELLY BREATHING might have helped in similar situations.

**Persons, Places, Things**

Each group member states a person, a place, or a thing that supported their natural breathing with their belly. As an example, “my son” or “a phone call with my mom” or “sleep”. The group members share when they experienced this specific type of person, place, or thing, and if they were able to breathe naturally.

**9. Applying BELLY BREATHING** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

**11. The GOGI Pledge of Service** (*Read Aloud*)

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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*Of giving and receiving (repeat)*

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*And infinite others (repeat)*

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# FIVE SECOND LIGHTSWITCH Meeting

## Dates of Study FIVE SECOND LIGHTSWITCH

The 3<sup>rd</sup>  
week of: **January**  
**April**  
**July**  
**October**

## When to study FIVE SECOND LIGHTSWITCH

**January**

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 **FIVE SECOND LIGHTSWITCH**  
Week 4 POSITIVE THOUGHTS

**February**

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

**March**

Week 1 FOR-GIVE  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

**April**

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 **FIVE SECOND LIGHTSWITCH**  
Week 4 POSITIVE THOUGHTS

**May**

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

**June**

Week 1 FOR-GIVE  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

**July**

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 **FIVE SECOND LIGHTSWITCH**  
Week 4 POSITIVE THOUGHTS

**August**

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

**September**

Week 1 FOR-GIVE  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

**October**

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 **FIVE SECOND LIGHTSWITCH**  
Week 4 POSITIVE THOUGHTS

**November**

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

**December**

Week 1 FOR-GIVE  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM



# FIVE SECOND LIGHTSWITCH Meeting

Hold this Meeting on the following weeks:  
3<sup>rd</sup> week of January, April, July, & October

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI FIVE SECOND LIGHTSWITCH Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM



- 4. The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
- 5. Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
- 6. FIVE SECOND LIGHTSWITCH Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

### GOGI Life Tool Basics **FIVE SECOND LIGHTSWITCH**

Dates of study: 3<sup>rd</sup> week of January, April, July, & October

#### **FIVE SECOND LIGHTSWITCH Objective**

FIVE SECOND LIGHTSWITCH was added to the GOGI Life Toolbox to help you when your decisions seem to be automatic and beyond your control. Using FIVE SECOND LIGHTSWITCH, you regain control of thoughts, words, and actions. You can Flip The Switch and change the outcome of situations with this Tool.

#### **FIVE SECOND LIGHTSWITCH Statement of Ownership**

I can Flip My Switch and instantly change any negative thought to a positive action with my FIVE SECOND LIGHTSWITCH. There is no negative thought more powerful than my positive action when I use FIVE SECOND LIGHTSWITCH.

#### **FIVE SECOND LIGHTSWITCH Keywords**

I may have an Old Thought, but I now have a New Action. Within 5 seconds, I Flip My Switch and get to my New Action.

#### **FIVE SECOND LIGHTSWITCH Basics**

You can easily gain control of your actions, reactions, thoughts, and words with FIVE SECOND LIGHTSWITCH. When situations seem to be the boss of you, it's easy to Flip Your Switch with FIVE SECOND LIGHTSWITCH.

- Old Thought? To use this Tool, identify things that set you off, upset you, cause you to relapse, or push your buttons. By identifying your Old Thoughts, you will be prepared to Flip Your Switch when they enter your mind.
- New Action? Now that you have identified specific Old Thoughts, identify some productive New Actions. (For example, BELLY BREATHING is a positive action; Stepping away from a situation is a positive action.) Pick a few options for your New Actions.
- Flip My Switch When an Old Thought creeps into your situation you notice the Old Thought. Then, within five seconds, use your FIVE SECOND LIGHTSWITCH to get to your New Action.
- My Five Here is another popular way to use FIVE SECOND LIGHTSWITCH: Pick out five solid reasons you want to remain on a positive track. When an Old Thought tries to take over, look at your fingers and name the five good reasons to get to your New Action.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? Are there times when you are so caught up in the heat of the moment that thinking clearly seems impossible? Share what it feels like when this happens.
- ? Some people say, at times, or, in heated moments, that things get moving so fast they barely remember what happened. Do you think FIVE SECOND LIGHTSWITCH might be helpful for these individuals?
- ? How important do you think it is to have your New Actions clearly defined?
- ? What could it mean to you if you could simply “Flip the Switch” when faced with adversity?
- ? Do you think it is important that children learn how to “Flip The Switch” and use the Tool FIVE SECOND LIGHTSWITCH?
- ? How would you explain this Tool to friends?

8. **FIVE SECOND LIGHTSWITCH Activity** (*Below are activity options.*)

**Activity Options**

**To Switch or Not To Switch**

A volunteer shares a recent situation where two very different outcomes were possible, based on reactions. The volunteer picks someone to state what might have occurred if FIVE SECOND LIGHTSWITCH was used, and what might have happened if FIVE SECOND LIGHTSWITCH was not used. That person now shares a situation and picks the next participant to respond. This process is repeated until all group members have an opportunity to share a situation and its possible outcomes.

**New Actions**

- Each group member shares as they discuss the below steps out loud.
1. Share an Old Thought with the group.
  2. Share with the group five new and positive actions that you can take anytime this thought enters your brain.
  3. Share your preferred New Action with the group.

**Live Action**

1. The group is divided into pairs, or triads. Each group is given 10-15 minutes to create a skit or scenario where the Tool FIVE SECOND LIGHTSWITCH is used to create a more positive outcome.
2. Then, each group shares their skit to the other Circle Groups.

**9. Applying FIVE SECOND LIGHTSWITCH** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

**The GOGI Pledge of Service**

*May our commitment (repeat)*  
*To the study of GOGI (repeat)*  
*Grant us the joy (repeat)*  
*Of giving and receiving (repeat)*  
*So that our inner freedom (repeat)*  
*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

# POSITIVE THOUGHTS Meeting

## Dates of Study POSITIVE THOUGHTS

The 4<sup>th</sup>  
week of: **January**  
**April**  
**July**  
**October**

## When to study POSITIVE THOUGHTS

|  |   |  |
|--|---|--|
| <b>January</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 <b>POSITIVE THOUGHTS</b> | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM     |
| <b>April</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 <b>POSITIVE THOUGHTS</b>   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM      |
| <b>July</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 <b>POSITIVE THOUGHTS</b>    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM |
| <b>October</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 <b>POSITIVE THOUGHTS</b> | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM  |



# POSITIVE THOUGHTS Meeting

Hold this Meeting on the following weeks:  
4<sup>th</sup> week of January, April, July, & October

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI POSITIVE THOUGHTS Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **POSITIVE THOUGHTS Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **POSITIVE THOUGHTS**

The dates of study: 4<sup>th</sup> Week of January, April, July, and October

### **POSITIVE THOUGHTS Objective**

POSITIVE THOUGHTS was added to the GOGI Life Toolbox to empower you to create mastery of your thinking process. When you use your POSITIVE THOUGHTS Tool, you are reinforcing within your brain the kind of life you want to create for yourself while simultaneously charting the course for your future.

### **POSITIVE THOUGHTS Statement of Ownership**

My thoughts declare the direction of my life from this moment forward. Because I create POSITIVE THOUGHTS, I am able to create outcomes and alternatives I might have otherwise missed. POSITIVE THOUGHTS helps me choose my life experience from this day forward.

### **POSITIVE THOUGHTS Keywords**

The Three P’s – With every thought I ask The Three P’s. Is it Powerful? Is it Productive? Is it Positive?

### **POSITIVE THOUGHTS Basics**

This Tool is easy to practice at any time and in any place. POSITIVE THOUGHTS requires nothing more than filtering each thought through The Three P’s. You can measure each and every thought as either moving you in the direction of your intended life experience or keeping you further away from your intended life experience. Using The Three P’s may help you develop the skill of generating thoughts that aid in experiencing the life you desire.

Is it Powerful? – When you know how you want to feel in your life, it is easy to determine if your thought is powerfully generating this feeling or if it is keeping you from the feeling you want to create. If a feeling of freedom is the feeling you want, is revenge or arguing moving you powerfully in that direction? What thoughts powerfully bring feelings of freedom into the situation?

Is it Productive? - You can filter all thoughts through the scale of productivity. Is the thought you created productive in your effort to create your life? Does it productively get you closer to your goal?

Is it Positive? - You can always retrain your thinking process to find hidden positive angles. It is never too late, nor is it too difficult to apply POSITIVE THOUGHTS to any situation. When you weigh each and every thought on a scale of positivity, it will be easy to retrain your brain to focus on creating POSITIVE THOUGHTS.



7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? In your opinion, do your thoughts lead to words and actions? How?
- ? Explain the difference between having positive thoughts and using the GOGI Life Tool called POSITIVE THOUGHTS.
- ? If you were to share the GOGI Life Tool POSITIVE THOUGHTS with family or friends, how would you describe the Tool to them?
- ? In your past, what choices might have been different if you used the GOGI Life Tool POSITIVE THOUGHTS each day? Why do you think your choices would have been different?

8. **POSITIVE THOUGHTS Activity** (*Below are activity options.*)

**Activity Options**

**POSITIVE THOUGHTS Round Robin**

Group members volunteer to share a recurring thought. This could be “life is hard”, or “I will never get out”, or some other ongoing negative or positive thought. The group members assess if it is a negative or positive thought by filtering it through The Three P’s. Negative thoughts are given positive alternatives and positive thoughts are reviewed for their negative counterpart.

**Person, Place, or Thing**

Each group member identifies a person, place, or thing that does not make them feel or think positively. Identifying an unpleasant situation or person, each group member shares some positive things about this specific person, place, or thing.

*Example: Negative boss. Positives are, I have a job. I have a paycheck. I have health insurance.*

Once all group members have shared, discuss the experience of doing this activity. Was this a difficult task? Discuss with the group.

**Making the Best of a Difficult Situation**

Have one person state a situation that may be considered negative. Each group member states one positive thought about that situation. Sounds simple? It’s not quite as simple as it seems. It may seem strange to try to find something positive about a negative situation, but POSITIVE THOUGHTS are your key to change.

**9. Applying POSITIVE THOUGHTS** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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*Grant us the joy (repeat)*  
*Of giving and receiving (repeat)*  
*So that our inner freedom (repeat)*  
*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

# POSITIVE WORDS Meeting

## Dates of Study POSITIVE WORDS

The 1<sup>st</sup>  
week of: **February**

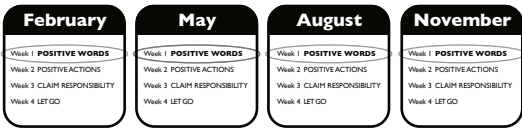
**May**

**August**

**November**

## When to study POSITIVE WORDS

| January                        | <b>February</b>              | March                   |
|--------------------------------|------------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 <b>POSITIVE WORDS</b> | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS      | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY  | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                | Week 4 ULTIMATE FREEDOM |
| April                          | <b>May</b>                   | June                    |
| Week 1 BOSS OF MY BRAIN        | Week 1 <b>POSITIVE WORDS</b> | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS      | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY  | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                | Week 4 ULTIMATE FREEDOM |
| July                           | <b>August</b>                | September               |
| Week 1 BOSS OF MY BRAIN        | Week 1 <b>POSITIVE WORDS</b> | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS      | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY  | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                | Week 4 ULTIMATE FREEDOM |
| October                        | <b>November</b>              | December                |
| Week 1 BOSS OF MY BRAIN        | Week 1 <b>POSITIVE WORDS</b> | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS      | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY  | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                | Week 4 ULTIMATE FREEDOM |



# POSITIVE WORDS Meeting

Hold this Meeting on the following weeks:  
1<sup>st</sup> week of February, May, August, & November

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

1. **Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
2. **Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI POSITIVE WORDS Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
3. **Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **POSITIVE WORDS Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

**GOGI Life Tool Basics POSITIVE WORDS**

The dates of study: 1<sup>st</sup> week of February, May, August, and November

**POSITIVE WORDS Objective**

POSITIVE WORDS permit you to declare who you are today and what you want for your life. When you use the Tool POSITIVE WORDS, you create space for positive opportunities in your life. The Tool POSITIVE WORDS helps restructure your brain’s thought process and invites positive collaboration with others in creating improvements and providing solutions in all things.

**POSITIVE WORDS Statement of Ownership**

My words declare the direction of my life from this moment forward. Because I choose POSITIVE WORDS, I am able to create outcomes and alternatives I might have otherwise missed. From this day forward, POSITIVE WORDS help me collaborate with others who are positive.

**POSITIVE WORDS Keywords**

The Three P’s – With every word I ask The Three P’s. Is it Powerful? Is it Productive? Is it Positive?

**POSITIVE WORDS Basics**

The POSITIVE WORDS Tool may be an easy Tool for you to master, but you may find it challenging to understand. Many individuals choose their words stating they are “factual,” “honest,” and “realistic.” While to some extent this might be true, the observation is not the totality of possibilities. A fact is not the totality of all facts. It is one fact. Truth for one person may not be the truth for another. Choosing to use POSITIVE WORDS, even in a negative situation, is a skill that requires practice.

You may find using POSITIVE WORDS enjoyable because it instantly gives you alternatives to negativity. When you choose a negative word, you define the situation as static. When you choose a positive word in a negative situation, you break down the static nature of the situation and crush its power over your experience. Consider your words as either moving you powerfully in the direction of or keeping you further from your intended life experience. The Three P’s help you choose your words beyond the limits of negativity.

Is it Powerful? Before you say a word, ask yourself, “Is this word powerfully moving the situation in a positive direction?”

Is it Productive? As you choose your words, ask if that specific word is productive. Does that word provide a productive, positive option?

Is it Positive? As you choose your words, your focus on the positive options will greatly determine your ability to build momentum in a positive direction.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? When was a time you heard a negative word said about or to you, and what impact did it have on you? Describe and share your experience.
- ? When was a time you were told something positive about yourself and how did that impact you?
- ? Are there times in your past when you were harsh with your words? And, if so, how can you handle a similar situation in the future?
- ? What are the biggest obstacles to using the POSITIVE WORDS GOGI Life Tool? And, how might those obstacles be overcome?
- ? In your own life, what might improve when you use the GOGI Life Tool POSITIVE WORDS?
- ? Explain the difference between choosing more positive words and using the GOGI Life Tool called POSITIVE WORDS.

8. **POSITIVE WORDS Activity** (*Below are activity options.*)

**Activity Options**

**Fave 5**

Have one group member pick out one positive word.  
 Have another group member use that word in a sentence.  
 Each person in the group should have the opportunity to offer a word and create a sentence.  
 As a group, discuss how these words might help you be positive each day.

**I See You As**

One by one, each group member stands up in the center of the Circle Group. Each group member says, "I see you as \_\_\_\_\_," choosing the most appropriate word to describe this individual. The word is followed by a brief explanation of why this word was chosen.

**Building Community**

POSITIVE WORDS have the ability to build people up. Negative words have the ability to tear people down. What POSITIVE WORDS can you offer your community to help build a better and more positive community?  
 Each group member contributes one positive sentence to be discussed by the group members. The group should discuss when it would be best to use this positive sentence.



**9. Applying POSITIVE WORDS** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

# POSITIVE ACTIONS Meeting

## Dates of Study POSITIVE ACTIONS

The 2<sup>nd</sup>  
week of: **February**  
**May**  
**August**  
**November**

## When to study POSITIVE ACTIONS

| January                        | February                       | March                   |
|--------------------------------|--------------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS          | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 <b>POSITIVE ACTIONS</b> | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY    | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                  | Week 4 ULTIMATE FREEDOM |

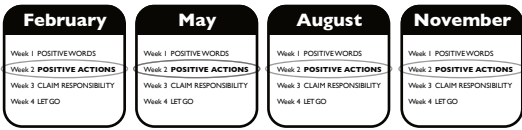
| April                          | May                            | June                    |
|--------------------------------|--------------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS          | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 <b>POSITIVE ACTIONS</b> | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY    | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                  | Week 4 ULTIMATE FREEDOM |

| July                           | August                         | September               |
|--------------------------------|--------------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS          | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 <b>POSITIVE ACTIONS</b> | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY    | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                  | Week 4 ULTIMATE FREEDOM |

| October                        | November                       | December                |
|--------------------------------|--------------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS          | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 <b>POSITIVE ACTIONS</b> | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY    | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | Week 4 LET GO                  | Week 4 ULTIMATE FREEDOM |



# POSITIVE ACTIONS Meeting

Hold this Meeting on the following weeks:  
2<sup>nd</sup> week of February, May, August, & November

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

1. **Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
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### 3. Review of the Tools (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **POSITIVE ACTIONS Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **POSITIVE ACTIONS**

The dates of study: 2<sup>nd</sup> week of February, May, August, and November

### **POSITIVE ACTIONS Objective**

POSITIVE ACTIONS is your GOGI Life Tool to prove to yourself, and to others, that you have taken command of your choices. Through your practice of POSITIVE ACTIONS, you can develop the skill of focusing your energy on creating positive reactions and responses to all of life’s circumstances. As POSITIVE ACTIONS become a habit, and a way in which you move through each day, you become increasingly confident in creating the life you desire.

### **POSITIVE ACTIONS Statement of Ownership**

POSITIVE ACTIONS permits me to transform my life experience through my choices. Every situation and circumstance is improved when I use POSITIVE ACTIONS as my guide. I move beyond my past and confidently into the future of my own making with POSITIVE ACTIONS.

### **POSITIVE ACTIONS Keywords**

The Three P’s – With every action I ask The Three P’s. Is it Powerful? Is it Productive? Is it Positive?

### **POSITIVE ACTIONS Basics**

POSITIVE ACTIONS is often misinterpreted as requiring massive changes that are noticed by the world around you. Actually, POSITIVE ACTIONS is a Tool mastered through the small, and often unseen, decisions that are made each day. POSITIVE ACTIONS is more powerful when used with the small things; They begin to add up quickly and set the pattern for bigger actions in the future. While the bigger changes are sometimes needed or desired, it is in the smaller, daily decisions where this Tool is perfected. In other words, the bigger changes come more easily when POSITIVE ACTIONS has been practiced with the smaller, daily decisions.

Is it Powerful? Before choosing to take any action or reaction, use your Three P’s. Is the action powerfully moving you in the direction of your desires? Or, would this action get you further from your goal?

Is it Productive? As you consider your action, consider if it is productive. Does your goal become clearer or closer with this action?

Is it Positive? Regardless of how negative your situation may seem, is the action you are about to choose one that is considered positive?

**7. Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? In your opinion, how strong is the link between your actions and your thoughts?
- ? Do you think that the GOGI Life Tool POSITIVE ACTIONS can be useful in developing and maintaining solid relationships with friends and family?
- ? What part of using this GOGI Life Tool might be the most difficult for you to master? Why?
- ? In your own life, what can be improved when you apply the Tool POSITIVE ACTIONS to your daily decisions?
- ? Explain the difference between choosing positive actions and using the GOGI Life Tool called POSITIVE ACTIONS.

**8. POSITIVE ACTIONS Activity** (*Below are activity options.*)

**Activity Options**

**Take Action**

To effectively use the Tool POSITIVE ACTIONS it is best if you have 2-3 pre-planned POSITIVE ACTIONS ready. Each group member shares their 2-3 pre-planned POSITIVE ACTIONS and when they are most likely to use them.

**I Saw You**

Taking turns, one volunteer singles out a group member and mentions a time when they witnessed that person making the choice for a positive action. Then, that individual picks the next person to do the same. This process is repeated until all group members have been acknowledged for one or more positive choices.

**Choosing Positive**

As a group, create a list of POSITIVE ACTIONS. A group member volunteers to write down the POSITIVE ACTIONS listed. Once everyone has contributed to the POSITIVE ACTIONS list, each group member picks two of the POSITIVE ACTIONS that they will do in the upcoming week.

**9. Applying POSITIVE ACTIONS** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

**The GOGI Pledge of Service**

*May our commitment (repeat)*  
*To the study of GOGI (repeat)*  
*Grant us the joy (repeat)*  
*Of giving and receiving (repeat)*  
*So that our inner freedom (repeat)*  
*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

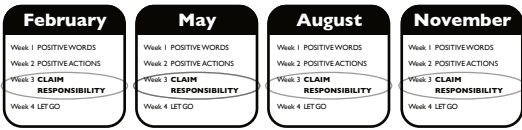
# CLAIM RESPONSIBILITY Meeting

## Dates of Study CLAIM RESPONSIBILITY

The 3<sup>rd</sup>  
week of: **February**  
**May**  
**August**  
**November**

## When to study CLAIM RESPONSIBILITY

|   |  |  |
|---|--|--|
| <b>January</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 <b>CLAIM RESPONSIBILITY</b><br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM     |
| <b>April</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 <b>CLAIM RESPONSIBILITY</b><br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM      |
| <b>July</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 <b>CLAIM RESPONSIBILITY</b><br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM |
| <b>October</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 <b>CLAIM RESPONSIBILITY</b><br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM  |



# CLAIM RESPONSIBILITY Meeting

Hold this Meeting on the following weeks:  
3<sup>rd</sup> week of February, May, August, & November

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI CLAIM RESPONSIBILITY Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM



- 4. The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
- 5. Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
- 6. CLAIM RESPONSIBILITY Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics CLAIM RESPONSIBILITY

The dates of study: 3<sup>rd</sup> week of February, May, August, and November

### CLAIM RESPONSIBILITY Objective

As a Tool, CLAIM RESPONSIBILITY provides a sense of ownership you can use to make the best decisions available today. Use CLAIM RESPONSIBILITY for decisions today to become aware that actions and reactions to life’s inevitable challenges are yours to choose.

### CLAIM RESPONSIBILITY Statement of Ownership

Today, I use my Tool CLAIM RESPONSIBILITY to inform each action and reaction to life’s challenges. When I use CLAIM RESPONSIBILITY, I am able to move beyond my past choices and design my responses with greater wisdom and clarity. I ask myself, “Am I proud of this choice?”

### CLAIM RESPONSIBILITY Keywords

Am I Proud Of This Choice? My actions and reactions today are not tethered to the past unless I do the tethering.

### CLAIM RESPONSIBILITY Basics

CLAIM RESPONSIBILITY empowers you with choices that support your goals. While it is important to claim responsibility and learn from past actions, with CLAIM RESPONSIBILITY as a Tool, you focus exclusively on today’s decisions.

When you focus on your decisions today without being burdened with past mistakes you may find more powerful decisions are possible. There is a time and place for you to claim responsibility for the past, and there is a time and place for you to learn how to make better decisions for the future. Focus on culminating better decisions for your future.

#### CLAIM RESPONSIBILITY for today

Using this GOGI Life Tool today permits you to ask the question, “Am I proud of the choice I am about to make?” This Tool is utilized best when used for a specific choice, on a specific day, in a specific situation. In this way, you are not dragging past choices into the situation.

#### CLAIM RESPONSIBILITY for the past

Using CLAIM RESPONSIBILITY to reconcile decisions of the past permits you to consider options that might have been available to you that you did not consider.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

### Thought Provoking Questions

- ? Why do you believe it is difficult for some people to see that claiming responsibility and the GOGI Life Tool CLAIM RESPONSIBILITY are different?
- ? Do you think that having the GOGI Life Tool CLAIM RESPONSIBILITY at an earlier date could have changed some past outcomes for you? How or why?
- ? What part of this GOGI Life Tool might be the most difficult to remember in the heat of the moment? How might you overcome the impulses that cause you to forget?
- ? How are claiming responsibility for your past and using the Tool CLAIM RESPONSIBILITY different?
- ? How would you teach someone how to use the GOGI Life Tool CLAIM RESPONSIBILITY?

8. CLAIM RESPONSIBILITY Activity (*Below are activity options.*)

## Activity Options

### Revisit the Past

One at a time, group members share one action or reaction where they permitted a situation to head in a less than desirable direction and did not CLAIM RESPONSIBILITY. Group members offer alternatives that might have been more consistent with using the Tool CLAIM RESPONSIBILITY.

### I Acknowledge You

In your group, have each member share something that they notice someone else has claimed responsibility for. One at a time, one group member looks another group member in the eye and says, "I, (MY NAME), acknowledge that you have claimed responsibility for ..." This group member then chooses a new group member to do the same. Repeat until everyone has acknowledged someone else and has been acknowledged by someone else.

### Same Words/Different Meaning

To differentiate claiming responsibility for the past and using the Tool CLAIM RESPONSIBILITY, a volunteer will state a time when they needed to claim responsibility for a past action and also state a time in the recent past when they used the Tool CLAIM RESPONSIBILITY. The group members discuss if this is the process of claiming responsibility or the use of the GOGI Life Tool CLAIM RESPONSIBILITY.

**9. Applying CLAIM RESPONSIBILITY** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.

**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

**11. The GOGI Pledge of Service** (*Read Aloud*)

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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**12. Tidy Up Time** (*Read Aloud*)

"We thank you for participating in this week's GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group."

# LET GO Meeting

## Dates of Study LET GO

The 4<sup>th</sup>  
week of: **February**  
**May**  
**August**  
**November**

## When to study LET GO

| January                        | <b>February</b>             | March                   |
|--------------------------------|-----------------------------|-------------------------|
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | <b>Week 4 LET GO</b>        | Week 4 ULTIMATE FREEDOM |
| April                          | <b>May</b>                  | June                    |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | <b>Week 4 LET GO</b>        | Week 4 ULTIMATE FREEDOM |
| July                           | <b>August</b>               | September               |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | <b>Week 4 LET GO</b>        | Week 4 ULTIMATE FREEDOM |
| October                        | <b>November</b>             | December                |
| Week 1 BOSS OF MY BRAIN        | Week 1 POSITIVE WORDS       | Week 1 FOR-GIVE         |
| Week 2 BELLY BREATHING         | Week 2 POSITIVE ACTIONS     | Week 2 WHAT IF          |
| Week 3 FIVE SECOND LIGHTSWITCH | Week 3 CLAIM RESPONSIBILITY | Week 3 REALITY CHECK    |
| Week 4 POSITIVE THOUGHTS       | <b>Week 4 LET GO</b>        | Week 4 ULTIMATE FREEDOM |



# LET GO Meeting

Hold this Meeting on the following weeks:  
4<sup>th</sup> week of February, May, August, & November

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

1. **Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
2. **Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI LET GO Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
3. **Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **CLAIM RESPONSIBILITY Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

### GOGI Life Tool Basics **LET GO**

The dates of study: 4<sup>th</sup> week of February, May, August, and November

#### **LET GO Objective**

The LET GO GOGI Life Tool helps you move forward in creating your optimal life. When using LET GO as a GOGI Life Tool, you are empowered to disconnect from past harms and hurts and define today on today’s terms, not from events of the past. LET GO frees you to lighten your load and create more space for possibilities.

#### **LET GO Statement of Ownership**

Using LET GO, I focus on the present and move beyond my past. LET GO allows me to instantly disconnect from anything standing in the way of my ability to create my optimal life.

#### **LET GO Keywords**

Hand/Squash/Toss. When bothered, I put the aggravating thoughts and feelings in my hand, squash them, and toss them away from me.

#### **LET GO Basics**

You may find you are able to make the best decisions when you are not suffering from the harms of the past. When you consider each day as holding unlimited potential for good, you naturally move beyond the pain and suffering of the past. LET GO gives you a method to get to a place where you can create positivity, regardless of your past.

While some individuals believe they must suffer or they deserve to suffer, they can use LET GO to relieve themselves and others of suffering. LET GO permits the most positive decisions. Placing a thought or a feeling in your hand, squashing it, and tossing it far from you, is one way of protecting yourself and others. When you do this, you act and react in the present, and do not bring pain from the past into the current situation.

In the Hand - When feelings and thoughts are in your heart or head, your decisions may be impacted by those thoughts and feelings. By holding out your hand and imagining these things in the palm of your hand, you may experience relief or a sense of lightness. You can experience this by simply placing those things in your hand.

Squash it - When you tightly close your hand around the thoughts or feelings, you symbolically squash those things that have troubled you.

Toss it - When you toss the crumpled past away, you create the space to move forward with your life, unhampered by the past.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

### Thought Provoking Questions

- ? If your life is not limited by events in the past, what is possible for you?
- ? Some people have a difficult time letting go of past harms they caused or experienced. Why do you think this is so?
- ? Some people feel guilt or shame in using LET GO for harms they caused. Why might this be so? For those who believe this, how could LET GO be used to help?
- ? How could LET GO, as a GOGI Life Tool, have helped you as a child? Teen? Young adult?
- ? What does HAND/SQUASH/TOSS permit you to do?
- ? Discuss some things you simply are not ready to use this Tool with and other things where the GOGI Life Tool LET GO has been helpful
- ? What is the difference between the act of letting go and the GOGI Life Tool LET GO?

8. **LET GO Activity** (*Below are activity options.*)

## Activity Options

### **HAND, SQUASH, TOSS**

Group facilitator walks the group through this activity.

1. Think of something that bothers you. You can write this down on a piece of paper.
2. Place your paper in your hand, or imagine the bothersome thing in the palm of your hand.
3. Go ahead and squash it. Crumple up all the emotions around this thing.
4. Toss it.

(If your group wants, you can put everyone's squashables in one big pile, or put them all in a trash can so everyone can be free together. We call this Hand, Squash, Toss. Put it in your Hand, Squash it, and Toss it for from you.)

Give the opportunity for group members to share what they LET GO of with the group.

### **Personal LET GO Lists**

Each group member is invited to write down a list of things they want to move beyond. This list represents things in their lives that have held them back. A conversation is held about that list. Members discuss the possibility of practicing the LET GO GOGI Life Tool during the week on these items.

### **Let Go**

The group facilitator leads the group members through the following.

“LET GO is a great Tool to use for small things or irritations. List three small things that irritate or bother you that if you LET GO you would have a more positive experience. Doing this gives you the ability to use LET GO on the bigger and more difficult situations.”

The facilitator asks the group members to share.

### 9. Applying LET GO (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.

**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

### 11. The GOGI Pledge of Service (*Read Aloud*)

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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*So that our inner freedom (repeat)*

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*To those we love (repeat)*

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### 12. Tidy Up Time (*Read Aloud*)

"We thank you for participating in this week's GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group."



# FOR-GIVE Meeting

## Dates of Study FOR-GIVE

The 1<sup>st</sup>  
week of: **March**

**June**

**September**

**December**

## When to study FOR-GIVE

### January

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 FIVE SECOND LIGHTSWITCH  
Week 4 POSITIVE THOUGHTS

### February

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

### March

Week 1 **FOR-GIVE**  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

### April

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 FIVE SECOND LIGHTSWITCH  
Week 4 POSITIVE THOUGHTS

### May

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

### June

Week 1 **FOR-GIVE**  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

### July

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 FIVE SECOND LIGHTSWITCH  
Week 4 POSITIVE THOUGHTS

### August

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

### September

Week 1 **FOR-GIVE**  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM

### October

Week 1 BOSS OF MY BRAIN  
Week 2 BELLY BREATHING  
Week 3 FIVE SECOND LIGHTSWITCH  
Week 4 POSITIVE THOUGHTS

### November

Week 1 POSITIVE WORDS  
Week 2 POSITIVE ACTIONS  
Week 3 CLAIM RESPONSIBILITY  
Week 4 LET GO

### December

Week 1 **FOR-GIVE**  
Week 2 WHAT IF  
Week 3 REALITY CHECK  
Week 4 ULTIMATE FREEDOM



# FOR-GIVE Meeting

Hold this Meeting on the following weeks:  
1<sup>st</sup> week of March, June, September, & December

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI FOR-GIVE Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **FOR-GIVE Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

### GOGI Life Tool Basics **FOR-GIVE**

The dates of study: 1<sup>st</sup> week of March, June, September, and December

#### **FOR-GIVE Objective**

FOR-GIVE is the GOGI Life Tool of safety. For you to give back to your family, friends, or society, you must be safe from harm. With this Tool, you make certain you are safe from harm so you can begin to be of service to others. FOR-GIVE is used to get a safe distance from the harm you caused or the harm you experienced, whether in your control or completely out of your control.

#### **FOR-GIVE Statement of Ownership**

The FOR-GIVE Tool reminds me to maintain distance from harm so I may contribute positively to the lives of others. For me to create a life of purpose and meaning, I create a safe distance from harm.

#### **FOR-GIVE Keywords**

For me to Give, I need distance from harm. I keep distance from anything that would harm anyone or me.

#### **FOR-GIVE Basics**

You may want to help someone who is suffering, or you may believe that your suffering may help someone avoid their own. It is human nature to want to help, especially when you experience the hope that life can be more than pain and harm. A key to realizing a life full of purpose is your ability to maintain a safe distance from any and all future harm. When you commit to remaining safe from harm, you can help others find that safety as well.

FOR-GIVE vs forgiveness - FOR-GIVE as a GOGI Life Tool is not the same as the act of forgiveness. Forgiveness is important, but before true forgiveness is possible, you will need safety from future harm. There is little point in forgiving someone for stealing your money if they consistently reach into your pockets for more. In this case, it is not wise to forgive them. Forgiveness requires safety from future harm, or it simply leaves you vulnerable to additional harm.

FOR-GIVE aids forgiveness - Once you are safe from harm, the process of true and lasting forgiveness can unfold. Until you are safe, it may not be wise to try to forgive.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

### Thought Provoking Questions

- ? What is the difference between forgiveness as something you do and FOR-GIVE as a GOGI Life Tool?
- ? How might forgiveness be easier when you use the GOGI Life Tool FOR-GIVE?
- ? Why do you think individuals are not often taught to acknowledge their safety in the process of forgiveness?
- ? What will you want to do once you are a safe distance from harm? How will you give back and share your wisdom?
- ? How would you describe the GOGI Life Tool FOR-GIVE to a friend?
- ? Why do you think some people call the GOGI Life Tool FOR-GIVE the GOGI “Safety Tool”?
- ? Are there present or prior decisions you would have made differently if you were skilled in the Tool FOR-GIVE? Explain.

8. **FOR-GIVE Activity** (*Below are activity options.*)

## Activity Options

### For Me to Give

Group members are asked to share one thing that is difficult to forgive. This could be a lie, being stolen from, or it could be a bigger thing that is difficult to forgive. It could be something you have done.

The facilitator asks the speaker to share with the group if they are still in danger of having this thing happen again.

The facilitator asks what it would take to be safe enough FOR you to GIVE and FOR you to start GIVING back to others.

The group discusses safety and the importance of safety in giving back.

### FOR-GIVE for Forgiveness

Volunteers share something harmful they did or experienced. As an example, “I started my younger sister on meth”, or “I was beaten by my stepfather until I ran away”. As a group, hold a discussion about if forgiveness is possible, considering that the Tool FOR-GIVE requires safety from harm.

### Forgiveness vs. FOR-GIVE

Discuss the difference between forgiveness and the GOGI Life Tool FOR-GIVE. How are they different and how are they related to each other?

### 9. Applying FOR-GIVE (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

### 11. The GOGI Pledge of Service (*Read Aloud*)

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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*Of giving and receiving (repeat)*  
*So that our inner freedom (repeat)*  
*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

### 12. Tidy Up Time (*Read Aloud*)

"We thank you for participating in this week's GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group."

# WHAT IF Meeting

## Dates of Study WHAT IF

The 2<sup>nd</sup>  
week of: **March**  
**June**  
**September**  
**December**

## When to study WHAT IF

|   |   |   |
|---|---|---|
| <b>January</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 <b>WHAT IF</b><br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM     |
| <b>April</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 <b>WHAT IF</b><br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM      |
| <b>July</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 <b>WHAT IF</b><br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM |
| <b>October</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 <b>WHAT IF</b><br>Week 3 REALITY CHECK<br>Week 4 ULTIMATE FREEDOM  |



# WHAT IF Meeting

Hold this Meeting on the following weeks:  
2<sup>nd</sup> week of March, June, September, & December

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups (Read Aloud):** “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting (Read Aloud):** “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI WHAT IF Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools (Read Aloud)**

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **WHAT IF Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **WHAT IF**

The dates of study: 2<sup>nd</sup> week of March, June, September, and December

### **WHAT IF Objective**

WHAT IF is the Tool you can use to instantly access the big picture and a wider perspective for every situation. With WHAT IF, you are instantly removed from automatic thinking and old habit reactions and propelled into the power to create the optimal outcome. Using WHAT IF empowers you to make positive future decisions, and not be held back by the limiting choices of your past.

### **WHAT IF Statement of Ownership**

WHAT IF permits me to see possibilities and options I might otherwise overlook. Today, I use WHAT IF because I am not defined by my past. Using WHAT IF, I am defined by each decision I make today.

### **WHAT IF Keywords**

What if I am not my past?

No to the past = yes to the future.

### **WHAT IF Basics**

You can use this GOGI Life Tool to consider a possible positive or negative outcome. You can use WHAT IF to define yourself beyond the mistakes of the past. Using WHAT IF helps you unlock from self-defeating beliefs about who you are, what you are, and what you can do today. WHAT IF lifts the lid off the limits of the past and permits you to see more options available for creating your life. In reality, you are only defined by your past to the extent that you repeat similar behavior. WHAT IF also helps you align with a new identity, permitting you to define yourself by today’s decisions, not yesterday’s. Asking yourself, “What if I am not my past?” is a solid use of the WHAT IF Tool.

WHAT IF for the negative - When you use WHAT IF to consider a negative outcome, you have the power of conscious choice. You can decide if the negative outcome is your best or only option, or you can decide to create a positive alternative.

WHAT IF for the positive – When you use WHAT IF to consider a possible positive outcome, you open the channels of hope. Having awareness of positive possibilities may be the first step toward positive and lasting change.

WHAT IF for your past – By asking yourself, “WHAT IF I am not my past?” you have the option to define yourself beyond the limits of your past.



7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

### Thought Provoking Questions

- ? What does the question “WHAT IF you are not your past?” mean in your own life?
- ? When you consider your life’s choices, how many of them have been made after considering negative and positive outcomes and how many have been made without consideration of outcomes?
- ? What are some of the beliefs you have stored in the Old Habit Part of your brain and why do they no longer serve you?

8. **WHAT IF Activity** (*Below are activity options.*)

## Activity Options

### The Limit Buster

Someone in the group shares one limiting belief they have about their situation, their life, their relationships, or their future. Each member of the group uses WHAT IF to bust their limitations and widen their perspective of what is possible saying, “I hear you, and WHAT IF...”, providing an alternative choice for them to consider. This is repeated with any volunteer willing to share a current or past limiting belief.

### WHAT IF Commitments

Each member of the group identifies one action or activity they are willing to do during the coming week, stating, “My WHAT IF is that I will (state their commitment) this week.” Each member is given the opportunity to identify a WHAT IF commitment and share this with the group.

### Looking into the Future

Each group member is given a chance to make a statement. Example: “WHAT IF I drink water instead of beer for the rest of my life?” or, “WHAT IF I go back to school and graduate?”

The group members are asked to respond with possible outcomes. For example, “If you only drink water, then you would remain sober.”

Repeat this until each group member has an opportunity to state a WHAT IF scenario.

### 9. Applying WHAT IF *(Group Member Discussion)*

Members of the group are invited to share personal experiences related to this week's Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.

**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: "It is my intention this week to \_\_\_\_\_."

### 11. The GOGI Pledge of Service *(Read Aloud)*

"All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

#### **The GOGI Pledge of Service**

*May our commitment (repeat)*

*To the study of GOGI (repeat)*

*Grant us the joy (repeat)*

*Of giving and receiving (repeat)*

*So that our inner freedom (repeat)*

*May be of maximum service (repeat)*

*To those we love (repeat)*

*And infinite others (repeat)*

### 12. Tidy Up Time *(Read Aloud)*

"We thank you for participating in this week's GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group."

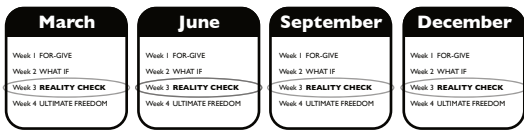
# REALITY CHECK Meeting

## Dates of Study REALITY CHECK

The 3<sup>rd</sup>  
week of: **March**  
**June**  
**September**  
**December**

## When to study REALITY CHECK

|   |   |   |
|---|---|---|
| <b>January</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 <b>REALITY CHECK</b><br>Week 4 ULTIMATE FREEDOM     |
| <b>April</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 <b>REALITY CHECK</b><br>Week 4 ULTIMATE FREEDOM      |
| <b>July</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 <b>REALITY CHECK</b><br>Week 4 ULTIMATE FREEDOM |
| <b>October</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 <b>REALITY CHECK</b><br>Week 4 ULTIMATE FREEDOM  |



# REALITY CHECK Meeting

Hold this Meeting on the following weeks:  
3<sup>rd</sup> week of March, June, September, & December

## Meeting Objective:

Relapse Related Instructions

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI REALITY CHECK Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **REALITY CHECK Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **REALITY CHECK**

The dates of study: 3<sup>rd</sup> week of March, June, September, and December

### **REALITY CHECK Objective**

REALITY CHECK is the GOGI Life Tool to help you acknowledge that you are human and mistakes do not dictate or limit possibilities. REALITY CHECK also helps you move beyond the mistakes and steadily toward creating your life with greater commitment, knowledge, experience, and resources. REALITY CHECK lets you understand that ten steps forward and two steps back is still eight steps ahead.

### **REALITY CHECK Statement of Ownership**

My Tool REALITY CHECK helps me create minute-by-minute successes with how I now understand mistakes. REALITY CHECK means ten steps forward and two steps back is actually eight steps ahead of where I once was. With REALITY CHECK, my progress is mine to celebrate and build upon.

### **REALITY CHECK Keywords**

The Ten and Two Rule: Ten Steps Forward and Two Steps Back is Still Eight Steps Ahead.

### **REALITY CHECK Basics**

As humans, we inherently want to create lives that bring us joy. The challenge is when we see temporary joy played out in the lives of others. Oftentimes, what we are witnessing is not joy at all, but the futile struggle to find joy in ways that are not lasting. By the time we realize this, we are in too deep and habits are formed too deeply to be easily reconstructed. Not only that, in our youth we do not have the inherent wisdom we gather along life’s journey. At some point, however, we want to change but we fumble, fall, and make mistakes that oftentimes disable our progress and damages our self-esteem. This is where REALITY CHECK comes in handy.

REALITY CHECK is a Tool that helps you overcome the reality that old habits and limiting beliefs are often a challenge to change; This is because REALITY CHECK offers our Ten and Two Rule: Ten Steps Forward and Two Steps Back is still Eight Steps Ahead. When you truly understand this, you are able to quickly regain your footing for the journey ahead when missteps are taken.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? Do you think it is possible to define mistakes as temporary losses rather than total losses?
- ? Do you think it is possible to mess up and not consider yourself a mess-up?
- ? Do you think growing up you placed a lot of attention on failures or fear of failure? Why do you think many young people do this?
- ? What is the difference between having a reality check and using the GOGI Life Tool REALITY CHECK?
- ? Explain how using the GOGI Life Tool REALITY CHECK may have been helpful in your past, present, or future.
- ? Can you share an example of someone who has made terrible mistakes but has remained consistent in their efforts to improve?

8. **REALITY CHECK Activity** (*Below are activity options.*)

**Activity Options**

**Next Positive Action**

The facilitator slowly shares a scenario or story. Group members assess if the choice was a step forward or backward and why.

*An example: I had a test the next morning, but my friends invited me to go to a party. I decided I could study the material in the morning. (forward or backward?)*

*I was tired in the morning but studied until it was time to leave for class, (forward or backward?)*

*My car ran out of gas and I missed class. (forward or backward?)*

*I emailed the teacher and scheduled a make-up test for the next day. (forward or backward?)*

Any scenario can be used and the group can engage in a lively discussion about forward or backward.

**Ten and Two Rule**

One at a time, each group member states five positive things they have done, taking one step forward with each positive action. They also state one or two negative things that they have done and when doing so, they take steps back.

The group discusses how the positives outweigh the mistakes.

**The Reality of Others**

Using REALITY CHECK is also an option for dealing with others. Ask a volunteer to share a disappointment they have had with the mistakes of another. Then, have them state 2-3 times they have been proud of that same person. Ask them to reflect on where they put their focus and attention on the mistakes or the successes of other individuals.

**9. Applying REALITY CHECK** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

**The GOGI Pledge of Service**

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*Grant us the joy (repeat)*  
*Of giving and receiving (repeat)*  
*So that our inner freedom (repeat)*  
*May be of maximum service (repeat)*  
*To those we love (repeat)*  
*And infinite others (repeat)*

**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

# ULTIMATE FREEDOM Meeting

## Dates of Study ULTIMATE FREEDOM

The 4<sup>th</sup>  
week of: **March**

**June**

**September**

**December**

## When to study ULTIMATE FREEDOM

|   |   |   |
|---|---|---|
| <b>January</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>February</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>March</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 <b>ULTIMATE FREEDOM</b>     |
| <b>April</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS   | <b>May</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO      | <b>June</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 <b>ULTIMATE FREEDOM</b>      |
| <b>July</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS    | <b>August</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO   | <b>September</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 <b>ULTIMATE FREEDOM</b> |
| <b>October</b><br>Week 1 BOSS OF MY BRAIN<br>Week 2 BELLY BREATHING<br>Week 3 FIVE SECOND LIGHTSWITCH<br>Week 4 POSITIVE THOUGHTS | <b>November</b><br>Week 1 POSITIVE WORDS<br>Week 2 POSITIVE ACTIONS<br>Week 3 CLAIM RESPONSIBILITY<br>Week 4 LET GO | <b>December</b><br>Week 1 FOR-GIVE<br>Week 2 WHAT IF<br>Week 3 REALITY CHECK<br>Week 4 <b>ULTIMATE FREEDOM</b>  |





# ULTIMATE FREEDOM Meeting

Hold this Meeting on the following weeks:  
4<sup>th</sup> week of March, June, September, & December

## Meeting Objective:

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI ULTIMATE FREEDOM Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)  
BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

4. **The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
5. **Group Check-In:** Each group member is given the opportunity to “check-in” and share one positive thing that happened during the week.
6. **ULTIMATE FREEDOM Tool Reading** (*Volunteer/s to Share*)  
A volunteer may share all or part of the following Tool information.

## GOGI Life Tool Basics **ULTIMATE FREEDOM**

The dates of study: 4<sup>th</sup> week of March, June, September, and December

### **ULTIMATE FREEDOM Objective**

ULTIMATE FREEDOM is your GOGI Life Tool to use when you want the feeling of internal freedom. When using ULTIMATE FREEDOM, you may find ways to see each day as an opportunity to make the world a little better of a place because of the choices you are now making. Making the choice to be of service and creating positive experiences throughout each day is the core of ULTIMATE FREEDOM as a GOGI Life Tool.

### **ULTIMATE FREEDOM Statement of Ownership**

When I choose to see each day as offering countless opportunities for me to be of value and contribute positively, this is when I am using my Tool ULTIMATE FREEDOM. With ULTIMATE FREEDOM, I enjoy the bigger picture of life and can be, and align with, a greater good for all those around me.

### **ULTIMATE FREEDOM Keywords**

Being Free Is Up To Me – Living a life of service sets me internally free.

### **ULTIMATE FREEDOM Basics**

You can use ULTIMATE FREEDOM to develop and/or maintain a sense of purpose in your life. With this Tool, you are empowered to create meaning and great value throughout the day. This is because ULTIMATE FREEDOM places you in the mindset of service. It helps you improve every situation, ease the mind of those who suffer or struggle, and help advance a positive perspective.

When you focus on seeing your day through the eyes of ULTIMATE FREEDOM, you may feel inclined to contribute more. You may notice more opportunities and more freedoms come your way. With the Tool ULTIMATE FREEDOM you may find yourself happier, find yourself more aware, and find that a general sense of abundance begins to overcome a previous sense of lack.

Being Free Is Up To Me – With your ULTIMATE FREEDOM GOGI Life Tool, you are empowered to design your days exactly as you see fit. You can begin your day knowing the world is a better place from your service. You can end your day with a glimpse of the internal freedom few individuals experience in their lifetime.

7. **Thought Provoking Questions:** The group facilitator asks one of the questions below. Group members volunteer to share their answer to the question.

**Thought Provoking Questions**

- ? Do you think that helping someone helps everyone? What are your thoughts?
- ? How does it feel to help someone during a trying time? Why do you think most individuals feel good when they are helpful?
- ? Some individuals say that the GOGI Life Tool ULTIMATE FREEDOM helped them get over long-standing sadness or anger. Why might that be?
- ? ULTIMATE FREEDOM is about being of service. How can this GOGI Life Tool lead us to experience a sense of internal freedom?
- ? What is the difference between physical freedom and internal freedom?

8. **ULTIMATE FREEDOM Activity** (*Below are activity options.*)

**Activity Options**

**7 Days of Freedom**

Discuss specific ways the group members can be of service during the week. If possible, the entire group can agree on the same activity.

**Suggested Service Project**

The first group member suggests a service project for another group member to do during the next week. This individual accepts, rejects, or modifies the service project suggestion and then suggests a service project for another group member. Continue this process until every group member has a service project they are willing to complete in the upcoming week.

**Daily Service**

Taking turns, each participant names one thing that can be done within 24 hours that is an act of service for someone else. One individual writes down the list. Then, once the list is assembled, each individual chooses two of the actions as things they will do in the coming week prior to the next GOGI Meeting.

**9. Applying ULTIMATE FREEDOM** (*Group Member Discussion*)

Members of the group are invited to share personal experiences related to this week’s Tool. Challenges in applying the Tool are also discussed. Open dialogue includes all group members the opportunity to share for equal amounts of time.



**10. Weekly Statement of Intention:** Each member of the group is encouraged to complete this sentence: “It is my intention this week to \_\_\_\_\_.”

**11. The GOGI Pledge of Service** (*Read Aloud*)

“All Students of GOGI unite with our GOGI Pledge of Service. This pledge defines our purpose and is repeated at the end of every GOGI Meeting. Remaining in your Circle Groups, each group will rotate leading the pledge for the larger group if there are multiple Circle Groups in the same room. As we close this GOGI Meeting, we unite as a community with our pledge to be of service. Please repeat after me:

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**12. Tidy Up Time** (*Read Aloud*)

“We thank you for participating in this week’s GOGI Meeting. Our next meeting will be held (day/time/place) and the Tool to be discussed according to the GOGI Calendar will be the Tool (refer to calendar). If holding a meeting in a shared room, please let us leave this room clean and tidy for the next group.”

# Tool Review Meeting

Hold this Meeting:  
After completion of 12 Tool Meetings  
(And, when there is a 5<sup>th</sup> week in the month)

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Circle Groups** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone's ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI Tool Review Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”
- 3. Review of the Tools** (*Read Aloud*)  
BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM
- 4. The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
- 5. Review with Group:** *In your Circle Groups, review the following questions and engage in discussions utilizing available GOGI materials or texts.*
  1. What are the names of the four Sets of Tools?
  2. What Tools are in the set called Tools of the Body?
  3. What Tools are in the set called Tools of Choice?
  4. What Tools are in the set called Tools of Moving Forward?
  5. What Tools are in the set called Tools of Creation?
  6. What is your favorite GOGI Life Tool and why?
  7. Can you recite any Keywords?
  8. Why do GOGI studies rely on a calendar and what do you think about this?
  9. Why were GOGI Meetings created?
  10. Why is a Team Building Meeting held after the Celebrate Success Meeting?
  11. Why is a Tool Review Meeting held after 12 Tool Meetings?
  12. What might your Circle Group want to do next week for the Success Celebration?
  13. Recap in your own words the value you place on your GOGI Circle Group experience.
- 6. Close your Meeting with the GOGI Pledge of Service and be sure to leave the space clean.**

# Speaker Meeting

Hold this Meeting:  
When there is a 5<sup>th</sup> week in the month

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

## 1. Remain in Large Group (*Read Aloud*)

“For the purposes of this meeting, we will not be splitting into Circle Groups.”

**2. Start Your Meeting (*Read Aloud*):** “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. Therefore, we call this GOGI Guest Speaker Meeting to order, and we join in the Tool being studied by Students of GOGI everywhere.”

## 3. Review of the Tools (*Read Aloud*)

BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM

**4. The GOGI Purpose (*Read Aloud*):** “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”

## 5. Introduction to Speaker (*Read Aloud*)

“May we welcome our Guest Speaker \_\_\_\_\_, who I now hand the floor over to.”

## 6. Speaker Shares (*Speaks for up to 30 minutes*)

Guest Speaker shares their GOGI Journey.

## 7. Group Sharing (*Comments or Questions*)

Guest Speaker answers questions from group. The group members share comments and thoughts about what the Guest Speaker said. (*See possible questions to ask the Guest Speaker on the next page.*)

### Thought Provoking Questions

- ? What are some events that happened shortly before you were introduced to GOGI that lead you to GOGI?
- ? How did you find out about GOGI?
- ? What are some of the Tools you had a hard time with, but with dedication and repetition became easier to use/understand?
- ? What part of GOGI stood out to you the most when you were first introduced? What motivated you to keep learning more?
- ? What are three things you could suggest to the newcomer in GOGI as to why this program works and why it’s worth it to use the Tools?

## 8. Close your Meeting with the GOGI Pledge of Service and be sure to leave the space clean.

# Celebrate Success Meeting

Hold this Meeting:

When it is time to celebrate success!

**Administrative Duties and Details:** If there are announcements, administrative details, voting, or distribution of materials, these tasks are to be conducted before your meeting begins.

- 1. Group Circles** (*Read Aloud*): “GOGI Meetings and all GOGI studies are defined by our GOGI Life Tool Calendar and our Circle Groups. If we have not already done so, at this time let's break from the larger group meeting into our Circle Groups of 2-12 participants.”
- 2. Start Your Meeting** (*Read Aloud*): “The GOGI Life Tools are studied worldwide according to the GOGI Life Tool Calendar. We unite with others according to this schedule, so no one will feel they are alone in their effort to make positive decisions. We believe in everyone’s ability to benefit from this positive community of individuals united in the GOGI Life Tool Calendar. We call this GOGI Celebrate Success Meeting to order.”
- 3. Review of the Tools** (*Read Aloud*)  
BOSS OF MY BRAIN, BELLY BREATHING, FIVE SECOND LIGHTSWITCH, POSITIVE THOUGHTS, POSITIVE WORDS, POSITIVE ACTIONS, CLAIM RESPONSIBILITY, LET GO, FOR-GIVE, WHAT IF, REALITY CHECK, ULTIMATE FREEDOM
- 4. The GOGI Purpose** (*Read Aloud*): “The objective of GOGI Meetings is to reinforce the use of the GOGI Life Tools and support positive community experiences. We accomplish our objective through the study of the GOGI Life Tools shared in Circle Groups according to the GOGI Life Tool Calendar.”
- 5. Celebrate** (*To Be Read Aloud*): “To celebrate means to acknowledge progress, which is important in reinforcing lasting change. During this Celebrate Success Meeting, we acknowledge ourselves as individuals, as a Circle Group and Community Circle, and as a community celebrating the successes we have experienced in our previous weeks together.”
- 6. Activities:** *Possible activities to celebrate success within and completion of an entire cycle of GOGI Meetings are:*
  - Share: Members share their favorite Tool and why it is their favorite Tool.
  - Recite: Each member recites Tools from memory and a prize is offered to the individual with the most Tools memorized.
  - Discuss: Members discuss Tools and cite examples of how they worked when applied.
  - Ask: Each member takes a turn asking other members a question about a specific Tool.
  - Acknowledge: One at a time, each member stands in the circle and the group members tell them how they have seen that person grow.
  - Write: The group writes thank you letters to the organization, institution, or individual responsible for providing GOGI Meetings as an opportunity.
  - Goals: The group permits each member to state their goals for the future.
  - Other: Make up your own way to acknowledge the progress of your group.
- 7. Close your Meeting with the GOGI Pledge of Service and be sure to leave the space clean.**