

entrepreneurial exercise

THE CARNEGIE TRIANGLE

*Based on a study conducted by the Carnegie Foundation that shows how
success in business is based on 3 important components*

The

POWER
Hacks

Series

by



KEYSTONE
ACTIVE LEARNING



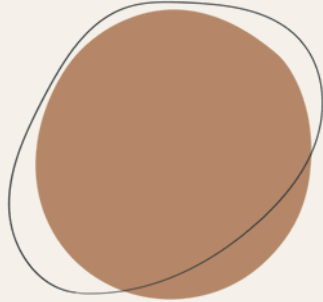
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Happiness doesn't
depend on any
external conditions,
*it is governed by
our attitude*

Dale Carnegie

Preface

This period in human history through which we are now living is characterized by volatility, uncertainty, complexity, and ambiguity at a magnitude not experienced since the Great Depression. As I write this Preface, the world is grappling with the COVID-19 virus with new records in deaths and infections been re-written everyday.

As a species, we tend to look at past models, previous successes and failures to help us understand and solve current problems. We, as a team at Keystone Active Learning, went through a similar mindset during the Global Financial Crisis which is when the seeds for our business was first planted.

We researched success stories of motivational and personal development gurus from around the world. We read their books, and we studied their methods. We identified the models that worked best for us and used them for our own development.

Through that process, and over the years, through the process of becoming a Certified Business Coaches we expanded our learning and skills and are happy to now share these through the Power Hacks Series.

We am honored that you have chosen this mini-course to develop your skills and to make it a keystone in your personal development.

Good luck in all your future endeavors.

Raj Nathoo

Mindset Coach & Business Advisor
www.keystonecoaching.online

The

POWER *Hacks*

Series

Coaching Exercise

Power Hacks are powerful business related concepts and models used to help you gain perspective and gain clarity in your business and your life.

They are broad in scope and by learning about them, you will be able to apply them to your situation.

ARRANGED BY RAJ NATHOO

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POWER HACK ONE

THE CARNEGIE TRIANGLE



CONTAINS ACTIVITIES PAGES
TO FILLOUT

Introduction

Knowledge isn't
power until it is
applied.

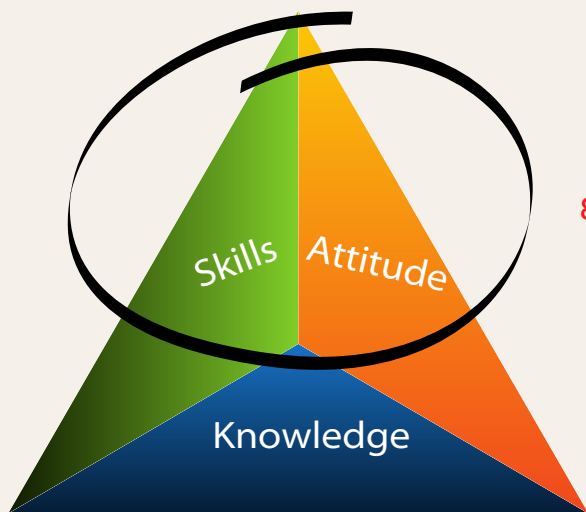
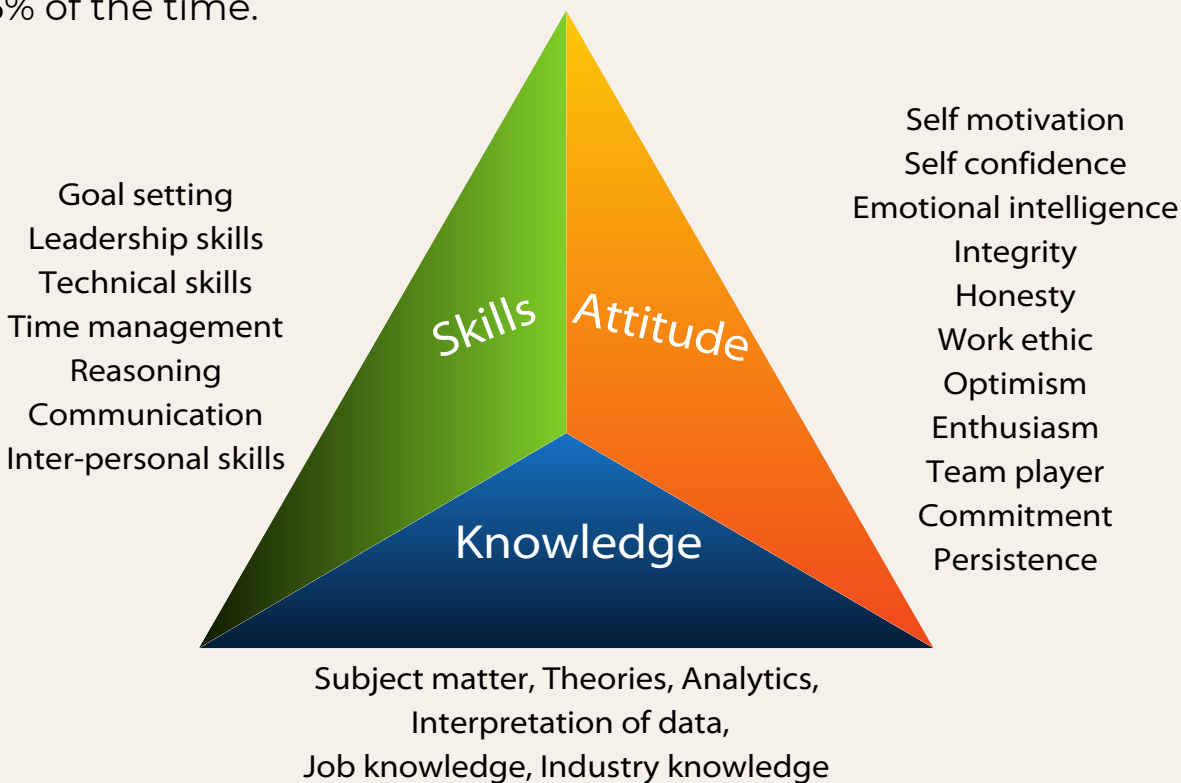
Dale Carnegie

Dale Carnegie was an American lecturer, author, and pioneer in the field of personal development. His teachings included the core idea that it is possible to change other people's behavior by changing one's behavior towards them.

In his first job as a travelling salesman, he sold correspondence courses for the International Correspondence Schools. He took his little savings of \$500 and moved to New York, where he lived at the YMCA. He had a brief foray in acting but was asked by acting students to teach them public speaking. He pitched this idea to the manager at the YMCA in return for a share of the profits. Two years later, he moved out of the YMCA and founded the Dale Carnegie Institute. Over the next 20 years he continuously improved the course to meet the demands of his students and learned that the most successful business people were those with the best people skills, not those with the best technical know-how.

NOTES

Research conducted by the Carnegie Foundation with industry leaders led to the development of what is today called The Carnegie Triangle or The Triangle of Success. When industry leaders were asked which characteristic mattered the most in successful employees; was it skills or knowledge? Most of the respondents said attitude, and that attitude together with skills contributed to success 85% of the time.



85% of your success is based on your Skills and Attitude

15% of your success is based on your Knowledge

Personal and key skills self-assessment

The following assessment questions were developed by University of Exeter, U.K.

Personal and key skills is the foundation upon which your learning is based in your natural (e.g. home) and your adapted (e.g. work) environment. We learn and adopt these skills through our interaction in these environments. The self-audit below is an exercise that you can use to self-assess where your strengths and weaknesses lie. Rate each question between 1-4 as shown in the key below.

1. Started but need more practice
2. Able to do this with some help
3. Competent without help
4. Competent and able to help others

ONLY ONE RESPONSE FOR EACH QUESTION

SELF MANAGEMENT	1	2	3	4
Use, evaluate and adapt a range of academic skills (analysis, synthesis, evaluation, argument).				
Manage your time effectively (meet deadlines, get to appointments on time).				
Set realistic objectives, priorities, and standards.				
Monitor, evaluate and adapt own performance.				
Clarify personal values.				
Evaluate your own potential for employment.				
Show intellectual flexibility (be willing to consider alternate solutions to solve problems)				
Take responsibility for acting in a professional ethical manner.				
Deal with criticism constructively.				
MANAGING YOUR LEARNING				
Take responsibility for your own learning and personal growth (monitor, evaluate and adapt your own performance; work towards long term aims and goals).				
Demonstrate an awareness of learning processes.				
Set realistic objectives, priorities, and standards.				
Develop, evaluate, and adapt learning strategies.				
Use learning in new or different situations/contexts.				
Purposefully reflect on own learning and progress.				

PROBLEM SOLVING	1	2	3	4
Identify the key features of the problem.				
Think laterally about the problem.				
Conceptualize the issues.				
Identify the options.				
Identify solutions.				
Plan and implement a course of action.				
Carry out solutions.				
Monitor, evaluate, and adapt solutions and outcomes.				
COMMUNICATION				
Present oral/visual information competently.				
Use appropriate language in a range of activities (essays, reports, presentations, interviews)				
Listen actively and effectively.				
Offer constructive criticism.				
Verbal communication (speak fluently and confidently to a variety of audiences).				
Produce a variety of written documents (using appropriate formats, accurate information, spelling, punctuation, and grammar).				
Use charts, diagrams, and other illustrations to support verbal and written communication.				
Evaluate and adapt strategies for communication.				
WORKING WITH OTHERS				
Plan with others (ensure clear goals, take responsibility, and carry out appropriate tasks).				
Respect the views and values of others.				
Adapt to the needs of the group/ team (take initiative, lead, delegate, stand back, negotiate etc).				
Assist and support others in learning.				
Delegate and stand back.				
Negotiate with individuals/groups.				
Work to collective goals (work to agreed plans, within agreed resources).				
Monitor, evaluate and assess processes of group/ team-work.				

DATA HANDLING				
Use appropriate sources of information (library, retrieval systems, IT, people etc).				
Use appropriate technology and media including IT.				
Handle large amounts of information and data effectively.				
Record and interpret results / data.				
Interpret a variety of information forms.				
Use appropriate numerical information.				
Use information critically and innovatively.				
Use data as a tool in support of argument.				
Translate data into words, visual images, concepts.				
Evaluate and adopt strategies for handling data and information.				

1. From the list above, write down five skills that you would like to prioritize for improvement. This can be those you rated as 1,2 or 3.

2. From the list, write down five skills that you would regard as your core strengths. This could be those you rated as 3 or 4.

Focus on just one of the skills from your shortlist and TAKE ACTION!

"People who are unable to motivate themselves must be content with mediocrity, no matter how impressive their other talents."
Andrew Carnegie

Congratulations!

You have successfully completed this
Power Hack.

Click the link below to find out more
about our other programs.

[CLICK FOR MORE](#)

RAJ NATHOO
Coach

References

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