



6 STEPS
TO
BUILDING
YOUR
CONFIDENCE

from shy to Shine



Helen Luxford

BONUS
Action Steps
Inside



Hi,

I'm Helen, a life coach with over a 15 years experience in guiding individuals to rediscover joy and purpose amidst life's busyness.

This short worksheet has been designed to give you an overview of 6 key steps you can take to build your confidence.

This is a great starting point, read the information, reflect on it and take action - do something, do anything, just take a small step towards doing something different in your life.

Sometimes, the hardest thing to do is take the first step.

Check out my linktree account for more free and other resources that can help you on your journey.

Remember to look after yourself, be kind to yourself, give yourself the grace you afford others - because if you aren't looking after yourself first, then you're depleted when you're trying to give to others.

Check out the [CONFIDENCE AND YOU PODCAST](#) for great episodes about how you can build your confidence.

with love and light

Helen

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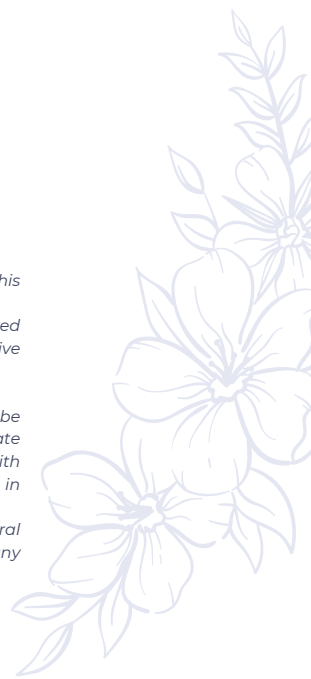
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Confidence

What is confidence?

Despite what a lot of people think, it's not about being the loudest or most brash person in the room. In fact, some of the most confident people I have met have been the quietest in the room. And some of the 'least confident' have been the loudest.

Confidence isn't about knowing it all, having all the answers or being perfect. It's a dance between believing in yourself and embracing the unknown.

It's that inner voice whispering "You can" instead of screaming "You'll fail."

It's feeling comfortable in your own skin, even when things get tough or life gets bumpy.

It's not arrogance or blind optimism, but a realistic trust in your abilities and the knowledge that growth comes from trying, even if you stumble.

It's knowing you're worthy, not in spite of your flaws, but because of them.

And sometimes this takes learning, practice, practice, and practice. But with each step, each venture into the unknown, each time you step into uncertainty, feeling that you're not sure, but you do it anyway, that builds up your confidence, one little bit at a time.

Confidence isn't a destination, it's a journey of self-acceptance, courage, and learning.

It's taking that first step, even when your heart races, because you believe you can handle whatever comes next.

It's the quiet hum of knowing you're enough, exactly as you are and embracing yourself, perceived faults and all.

It's that inner knowing that 'you'll get through this' even if you have no idea how, what or why!

And the good news is . . . you can learn and build your confidence.

Like anything, it just takes time and focus to learn

And on this guide is going to give you 6 steps to help you find and build your confidence and 10 bonus tips as well!



Let's get started.



If your confidence has eroded, or you lack self-confidence, these steps can help you focus on what to do to reignite or find your confidence.

1 **LIVE A LIFE FREE OF COMPARISON**

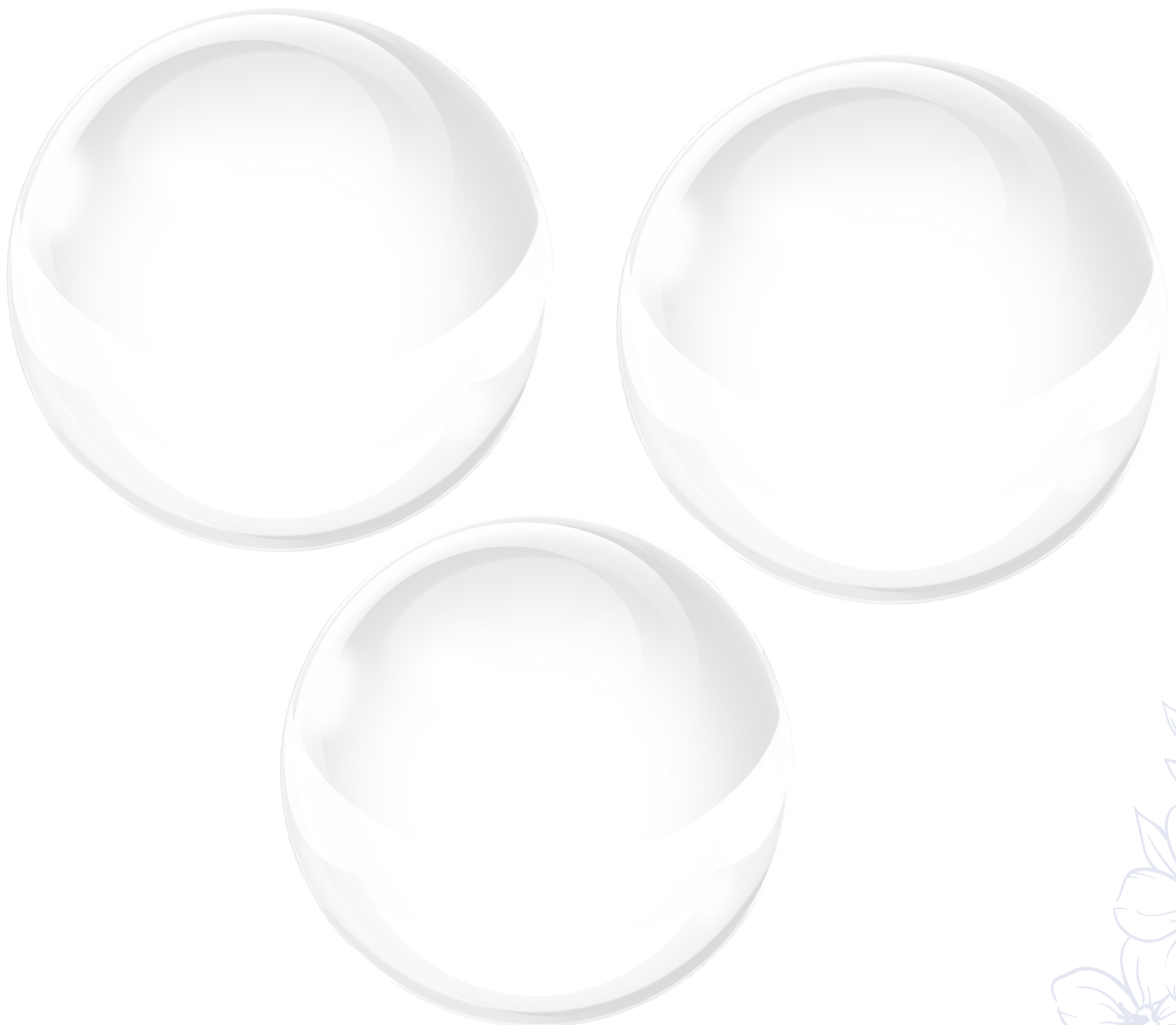
Realise that what people present to the world is only a snippet of their lives - especially what is presented on Social Media. Remember, that what you see online is not a complete picture.



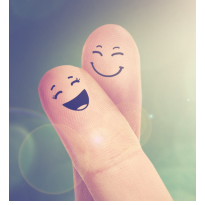
Focus on what is going well in your life and what you want to achieve, despite what others are doing, or perceived to be doing.

Activity: Think about what is going well in your life, things that bring a warm feeling to you, make you smile or that you're grateful for.

Write in the bubbles 3 things that are going well in your life



2 IDENTIFY WHAT BRINGS YOU JOY



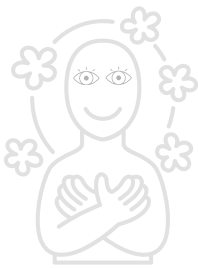
Do a review of what happens on a daily basis in your life and identify what brings you joy.

There will be "stuff" that needs to be done every day because that's life. Identify one thing that makes you feel good and lifts you up and schedule it in a couple of times a week.

Activity: Think about ONE thing that made you smile today and write it below.

Now think about what has happened in the last week, month and year and write down those things that made you smile, made you feel good or re-energised you.

Write down as many as you can remember.



A series of 15 horizontal dotted lines for writing, each preceded by a small yellow star icon.



4 BE KIND TO YOURSELF



It's OK to make mistakes or not get things right - in fact that is part of life.

We learn more from our mistakes and when we stop, reflect, take the lessons and allow ourselves the grace to fail, we can come back stronger and more prepared next time.

So when mistakes happen, things don't go to plan, stop, reflect on it and look for the silver lining - look for what you can learn from that situation.

And give yourself the same grace and compassion you give others.

Treating yourself with kindness allows you to navigate through challenging times.

Self-compassion is linked to self-confidence, so next time you're harsh on yourself, stop and consider that being imperfect is part of being a human.

Do your best to Observe, Catch, Change and re-Engage differently - catch that harshness and replace it with kindness and self-compassion.

Instead of . . .

I've never done it before, I'll fail

It's too complicated

I don't have the skills or knowledge

I don't have time

There's no way that will work

No one likes me

I'm not smart enough

Say . . .

It's an opportunity to learn something new

*How can I make this more simple
or who can I ask that knows about this?*

I know I can ask for help and learn how to do it

*I couldn't fit it into my busy life before, but I know if
it's important to me, so I'll make time*

I'm going to give it a go and learn and adapt as I go

*I'm going to ask people about their interests and find
something in common*

*No-one knows everything, and we all have to
start somewhere, so I'm going to learn about
this thing*

5 RECALL A TIME WHEN YOU WERE CONFIDENT



Remember back to a time when you were confident.

Think about it. Was it at school, when you were playing as a child, with friends, organising something, at work or when you were doing something nice for yourself and it went well.

Where were you? What were you doing?

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Were you inside or outside?

Were you with others or alone?
(if others were there, write down who)

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Describe all the feelings that you recall feeling in that moment:

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What was it about that situation where you were confident?

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Next time you're feeling uncertain, not confident, overwhelmed, anxious etc. Recall this time, this situation, this event and borrow that feeling of confidence from the past and use it when you are feeling nervous or preparing for a situation where you need a little bit of confidence in the future.





6 START WITH A SMALL STEP

A way to build confidence is to make a small promise to yourself and follow through. The key is to keep it small. Do something that will stretch you, AND you know is achievable.

eg: If you're not a morning person, but you want to find time in the mornings to walk, do yoga, read or just have more time to get ready, make a commitment to yourself to wake up one hour earlier and prioritise this as important to you.

OR... create time and space at that time of the day where you are more energised, is it morning, lunch time, (do you actually take time for a break? what could you do in that time?) straight after work, after dinner, before bed?

I want to create a change and I promise to myself that I will ...

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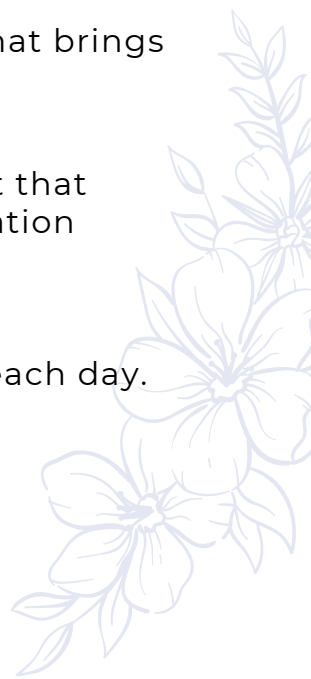
Action Steps

HERE'S 10 STEPS THAT CAN HELP YOU BUILD YOUR CONFIDENCE

- Reduce or curate your social media feed so you watch and listen to things that evoke good feelings and remove or avoid anything that brings on negative or sad feelings
- Identify something you can do for yourself that brings you joy, that fills your cup and schedule it in as a not negotiable - it could be as simple as finding time to take a bath uninterrupted or go for a walk
- Take time to recognise and celebrate your achievements - no matter how big or small
- Have a chat with yourself each day.
Talk to your inner critic and turn them into your biggest fan
- Make some "me time" - prioritise and block out time for yourself
- Observe, Catch, Change and Engage differently with any inner dialogue that is unhelpful
- Reconnect with a hobby or sport that made you happy
- Do a gratitude list and remember the good things you have in your life
- Make a promise to yourself and prioritise doing something that brings you joy - then commit to making the time to do it
- Write affirmations and read them each day, or find a podcast that lifts you up and listen to it regularly, or find a mindful meditation and listen to it each day

Give this a go:

Look in the mirror and say a positive affirmation to yourself each day.





Thanks for downloading this short guide.

If you'd like to explore more with me,
please book a free 30 minute call on my website.
or click on the link below for more free resources.


Click [here](#) for more resources

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Helen Luxford

