

LEADERSHIP INFLUENCE

Checklist



Checklist

It's recommended that you print this checklist out so you can work side-by-side with the main ebook. The idea of this checklist is to mark off 1-by-1 what you've learned and had an understanding about.

Once you have had a full understanding of each chapter, topics, and subject throughout the main ebook, simply check it off. A great way to keep organized and not backtracking what you already have learned.

- **Introduction**
- Leadership: Is It For You?
- **Leadership Is Action... Not Position**
- Are You a Leader or a Slacker?
- **Simple Leadership Basics**
- Blueprint for Leadership - How to Be a Better Leader
- **Leadership: Is Mentoring For You?**
- Realize Your Full Potential
- **Effective Public Speaking**
 - Greet Them
 - Be Positive
 - There Is Nothing To Be Sorry About
 - Establish Eye Contact
 - Do Not Debate
- Relax Your Way To Public Speaking
 - Warm Up Your Body
- **The Real Costs Of Not Doing Leadership Training**
- How One-on-One Executive Coaching Can Work For You
- **Chapter 6: How To Unleash All Your Leadership Potential**
- Effective Listening
- **The Difference Between Boss and Leader**
- Developing Leadership Personalities
 - Leadership Personality
 - Developing Leadership Skills
 - Powerful Leader
 - Perfectionist Leader
 - Peaceful Leader
 - Popular Leader
 - You As The Leader

- Leadership Development On Your Own
 - Developing Your Own Leadership Skills
- **What Is Leadership Development?**
 - Types Of Leadership Development
- The Essentials Of Leadership Development
- The Keys To Effective Leadership Development
 - Getting Personal
- How to See the Future as a Leader
 - Financial Modelling
 - Resilience
- **Myths About Leadership That Need to Stop!**
 - Being a Leader Involves Shouting
 - Leaders Should be 'One of the Guys'
 - Being a Leader Means Being Bold and Brave
- How to Give Correct Instructions
 - Be Clear and Precise
 - Explain the Why
- How to Motivate and Inspire Your Team
 - Intrinsic vs Extrinsic Motivation
 - Ownership
 - The Biggest Tip
- **Conclusion**
 - Responsible
 - Knowledgeable
 - Calm
 - Passionate