

SEASON BUILDER

FACILITATOR GUIDE

WEEK 1

The background features a collage of light gray puzzle pieces scattered across a textured, light-colored surface. Several large, bold, sans-serif letters are overlaid on the puzzle pieces, including 'E', 'W', 'X', and 'O'. A large, curved arrow is also visible, pointing from the bottom left towards the top right. The overall aesthetic is clean and modern, suggesting themes of strategy, problem-solving, and progress.

INTRO

*Everybody ends up somewhere.
Why not end up somewhere on purpose?*

ANDY STANLEY

WEEK 1 FACILITATOR GUIDE

BEFORE YOUR FIRST MEETING

- Register your group or individual with Season Builder. We will use this to capture payment for the books and know how many playbooks to mail to you.
- Printout a Facilitator Worksheet for each person you are leading. You will use this Facilitator Worksheet to keep track of each person's progress.
- Make sure everyone has each others cell numbers and start a group text or GroupMe group

FIRST MEETING



First, watch **Week 1 - Introduction** as a group. (Videos available at seasonbuilder.org/facilitators)

If you are leading a group, watch GROUP INTRODUCTION. If you are leading an individual, watch INDIVIDUAL INTRODUCTION



Next, watch **Week 1 - Program Overview**

"Heart work" is what we call homework because we want to emphasize that the weekly reflecting and writing effort they put in outside of meetings is meaningful work for themselves not busy work you are giving them.

GETTING YOUR GROUP/INDIVIDUAL STARTED

- Give an overview of the 13 weeks and let your group or individual know what to expect. The first 5 weeks have "heart work" that is designed to be done the week before it is discussed. Then weeks 6-13 will be choosing 3 action steps for the week and returning each week to discuss what went well, what was hard, and how we are going to tackle the next week. Encourage your participants to go all in with the steps. They will get out of it what they put into it!
- Explain that each meeting is designed to last an hour. Let them know you want to respect their time and will start and end on time every week. Participants appreciate structure and knowing exactly what to expect. But don't rush it either. If the group would like to stay and continue talking and someone needs to leave, that's fine. Be flexible with ending times to the extent you can to accommodate rich discussion.

PROGRAM STRUCTURE

- Week 1-5: You'll discuss the previous week's heart work and wrap up the session by watching a video that explains and previews the following weeks next step.
- Week 6-13: You will discuss the previous week's progress pursuing growth and executing your actions.

GUIDED DISCUSSION

- Spend some time getting to know each other. Developing trust and friendship is key to providing an impactful experience to each person. Here are some suggested questions for each person to answer. The facilitator should start.
 - Age | Where they are from | Where they work or go to school
 - Sport they play or activities outside of work they are involved in
 - Church they attend or visited if applicable
- Lead a discussion around the questions below. Listen for similar struggles, similar outcomes, personal connections.
 - What is prompting you to want to grow or make a change in your life?
 - How would you describe the gap between who/where you are and who/where you want to be?
 - What do you hope to gain and experience from this Season Builder process?



Watch **Step 1 - Sketching Your Box Top**

ASK: On a scale from 1-10, how willing are you to embrace discomfort and battle adversity?

- Walk through Step 1 briefly to introduce it. Encourage them to read the Overview, Objective, and Output section when they sit down to do their heart work.
 - Q1- Emphasize no ideas are wrong or crazy. Remind them to think about aspects of their life that they would like to be different or have changed.
 - Q2 - Narrow it down to one area that we are going to focus on in our time together
 - Q3 - Why are they doing this process? Why do they want to grow in their specific area. Why is it important. Make sure they put thought to this because this is what is going to inspire them to keep going.
 - **QUESTIONS 4 AND 5 HAVE TO DO WITH WHAT WOULD BE DIFFERENT INTERNALLY. THINK EMOTIONS, THINKING, CHARACTER**
 - Q4 - If they were experiencing satisfaction and fulfillment in this priority area, what would there be more of?
 - Q5 - What would there be less of in their life if they were more satisfied and fulfilled in this priority area. These answers are probably things they are experiencing right now that they don't want in their life.
 - Q6 - What would they see themselves doing differently than they are now. Where would they be, what would they be doing, who would be around them? **THIS RELATES TO WHAT WOULD BE DIFFERENT EXTERNALLY.**
 - Q7 - This is an inspiring picture of them **in the future**. The playbook has some examples to help them think of their own. When you get back next week, you will work together to tweak this so if they have a hard time, no worries.



Watch **Week 1 - Will You Be Committed**

FACILITATOR WEEKLY REMINDER TEXT

Send this text or your personalized version of it to each individual in your group 3 days after you meet.

Hope the Box Top exercise has been helpful and encouraging. Your Box Top should be an inspiring picture of who you want to grow into and become in this season of your life. Question 7 has examples of what a Box Top statement looks like. Maybe that can stir ideas for you! Have a great day!

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WEEK 2

BOX TOP

You can live a purposeful life according to a plan or simply be imprisoned by the life your environment gives you

FREEDOM FLIGHT

PRO TIP: Box Tops are inspiring, motivating, empowering descriptions of the person's future self

WEEK 2 FACILITATOR GUIDE

WHY

A lot of people that are stuck don't like where they are but they don't spend any time figuring out where they'd rather be. If we do not spend intentional time thinking about where we'd rather be, we'll stay where we are. That's why SKETCHING YOUR BOX TOP is the necessary first step to initiating change or growth.

OBJECTIVE

The objective of this step is to ask questions that prompt each person to think about and define what a satisfying, fulfilling next season of life would be for them.

While we want them to come out of this step with something meaningful and relevant to them, don't let them put too much pressure on themselves. This step is not intended to help them define their career path or help them determine who they are going to marry or how they are going to win a national championship. This step starts their journey of looking inside themselves and being intentional about executing a process of change.

This step encourages them to experience some freedom and explore ideas that they have previously dismissed as stupid or not possible.

EMPHASIZE:

There are no wrong answers.
Don't stress out about getting it "right".

GUIDED DISCUSSION

- Have each person share their answers to Questions 2 - 6 of the Box Top Sketch exercise.
- After everyone has shared their answers, go back around and have them share their attempt at a BOX TOP (Question 7).

FACILITATOR NOTES:

Coming up with a Box Top can be difficult for some people. If people are having trouble, remind them to look at the examples in Question 7 and see if they can substitute their own words in one of the example statements.

A Box Top typically has these characteristics. Share these with the group and ask them to see if their Box Top has these.

- Represents the future
- Specifically addresses their priority area
- Many times describes who they would be and what they would be doing
- Many times it includes words they answered in Questions 3-6
- Does each word in their Box Top statement connect with them? Are the words meaningful to them. Don't settle for surfacy, generic, cliché words. Dig deep for the write Box Top that truly represents a satisfying and fulfilling future.

If they do not have these characteristics above, offer to help them tweak it and/or ask the group to help.

RECORD

Write down each person's Box Top statement on their Facilitators Worksheet



Watch **Step 2- Defining the Corners**

FACILITATOR WEEKLY REMINDER TEXT

Send this text or your personalized version of it to each individual in your group 3 days after you meet.

This is who you are growing into and becoming in this season of life! <Insert the person's Box Top here>. I hope it inspires you on your Season Builder journey! Have a great day!



SEASON BUILDER

FACILITATOR GUIDE

WEEK 3



CORNERS

The most effective way to change your habits is to focus not on what you want to achieve, but on who you want to become.

JAMES CLEAR

PRO TIP: Develop the habit of saying "Tell me more about that..." in every meeting

WEEK 3 FACILITATOR GUIDE

WHY

After you have a picture of where you'd rather be, it's best to take a step back and look inside. **It's necessary to identify the mental, emotional, and circumstantial obstacles that are holding you back or getting in the way of your realizing satisfaction and fulfillment.** Then once you've identified some root causes, we can identify some specific values or areas of growth that will help you overcome those challenges. That's what DEFINING THE CORNERS does.

OBJECTIVE

This step has 2 primary objectives; raise their awareness of the person they currently are and define 4 key areas of personal growth for them.

We really want to help them get to the root areas of growth. Here is an example. Someone may identify ACCOUNTABLE as one of their Corners. ACCOUNTABLE is defined as taking responsibility for your own actions. But if this person is not able to be HONEST (Being truthful with myself and others), they are going to have a hard time growing in Accountability. So instead of ACCOUNTABLE being one of their Corners, they might want to choose HONEST.

GUIDED DISCUSSION

- Have each person share their Top 5 Statements from the Breaking Free exercise.

FACILITATOR NOTES:

1. The Breaking Free exercise helps a person identify the unhealthy emotions, perspectives, and standards that are likely creating the words they wrote down in Question 5 in Step 1 (WHAT WOULD THERE BE LESS OF). If they can name it and identify the cause, they can choose growth areas that will address those things.
 2. Ask each person as they are sharing if they can give you an example of where 1 of these applies to their life currently.
- Move on to the Corners worksheet and have each person share their 4 CORNERS
 - Pick one CORNER to share how they believe growing in this area will help them realize their BOX TOP

Don't be afraid to ask about the 2 CORNERS that they did not pick and why.

FACILITATOR NOTES:

- Is their explanation specific and thought out? If not, ask them “ **Tell Me More About That...**”
- Can you see how their answer would help them grow into their Box Top?
- Is their answer describing this CORNER or a totally different CORNER? If you think it is a different corner, ask them about it.
- Would growing in these area help them overcome the items they listed in the Breaking Free exercise? Point that out to them because they are probably not looking for that.

GUIDED DISCUSSION (CONT)

- Have each person share a current thought, feeling, or circumstance that is preventing their growth in one of their chosen CORNERS.

FACILITATOR NOTES:

Possible follow up questions on this....

1. Tell us more about that.
 2. What else?
 3. In what other situations do you find it most challenging to be <Corner>?
- Ask each person if they believe these are the 4 most important areas of growth for them in this season of their life. If not, what do they think now.

RECORD

Write down each person's Corners on their Facilitators Worksheet



Watch **Step 3- Connecting the Edges**

FACILITATOR WEEKLY REMINDER TEXT

Send this text or your personalized version of it to each individual in your group 3 days after you meet.

Really like these corners <their Corners> ... supporting your Box Top... <their Box Top>. Now that you have your areas of growth, pick principles in your heart work this week that will empower, motivate, and inspire you to keep going when it gets uncomfortable, hard, and you don't feel like it. These principles really make a difference!

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WEEK 4

EDGES

All battles are first won or lost in the mind

JOAN OF ARC

PRO TIP: People rarely realize the connection between their thoughts and their actions. This is a critically important step.

WEEK 4 FACILITATOR GUIDE

WHY

Every behavior, choice, or action starts out as a thought. **If we aren't thinking the right things, we cannot consistently do the right things.** Any life change or growth has to involve paying attention to the thoughts that run through our mind. To upgrade our life, we have to upgrade our thoughts. So we dedicate a specific step of the process totally to adopting the right thoughts so we can properly support ourselves on this journey.

OBJECTIVE

Much like Step 2, we have 2 objectives. Make ourselves aware of the negative thinking patterns that are causing us to think limiting, non productive thoughts and then adopt in advance positive, productive thoughts that we remind ourselves of to fuel us and inspire us when we are afraid, unsure, and doubt ourselves and our path.

Another idea to share is that most people behave, choose, and act based on how they feel or based on the circumstance they find themselves in. If they feel good, they go to the gym. If they don't feel good, they won't. Or if the gym is open, they'll go workout. But if the gym is closed, they don't workout (instead of going on a run in the neighborhood or doing pushups and situps at home)

What Season Builder helps them do is adopt PRINCIPLES (truth) that helps them overcome negative feelings they are having or unwanted circumstances they find themselves in that want to hijack their behavior, choices, and actions. **We want to have our PRINCIPLES drive...and let our feelings and circumstances ride.**

GUIDED DISCUSSION

- Ask each person to share some negative thinking patterns that they identified in themselves in the Twisted Thinking exercise. Ask them to share an example of one.

FACILITATOR NOTES:

1. Many of these twisted thinking patterns are similar. One leads to the other a lot of times. This is normal. Make sure everyone knows there is nothing wrong with them for having checked a lot of these. We ALL think negatively at points in our day. This exercise is just to make us more aware of our own thinking so we can recognize it when it happens and interrupt it before it starts running wild.
2. Feel free to share your own examples to connect with your group.

There's nothing wrong with having a lot of the twisted thinking categories checked. We've all fallen into each category of twisted thinking at some time in our life.

They're not weird, they're normal!

GUIDED DISCUSSION (CONT)

- Ask each person to share their Universal Principles from the Free Space Worksheet and what each means to them

FACILITATORS NOTES:

Stress how important Principles are. These are the phrases they are going to remind themselves of when they don't feel like doing something or when they find themselves in a circumstance where it is hard to make the right choice or take the next right step. **Principles interrupt Twisted Thinking.** If they do not like the spiral that twisted thinking leads to... interrupt and feed themselves with their principles.

- Ask each person to share the most meaningful principle from each of their Corners on the Edges Worksheet and how they think reminding themselves and embracing that principle will inspire and empower them to live out that Corner.

FACILITATOR NOTES:

These are probably all new thoughts for each person. They are not habits of thinking. They sound good when we write them down or say them to each other in the group today, but they aren't stuck in their head yet. The only way to get them to stick is to memorize them or put them in prominent places where we see them. If they just stay in their playbook, they will be "Out of sight, Out of mind". **We need to get them IN SIGHT, IN MIND**

Brainstorm with the group on ways they can make these principles "sticky". To stoke the conversation, you can offer a phone wallpaper, writing a principle in the mirror in the bathroom with a dry erase marker, sticky note on the steering wheel, list on the refrigerator.

Out of Sight, Out of Mind is a real thing! Each person must find a way to get their principles in their eye sight throughout the day so they can remind and teach themselves to think differently.

RECORD

Write each person's Universal Principles and the most meaningful Principle for each Corner on the Facilitators Worksheet. These will be the principles you will use to encourage them throughout the rest of the process.



Watch **Step 4 - Filling in the Middle**

FACILITATOR WEEKLY REMINDER TEXT

You will send daily texts this week. Send these texts or your personalized version of them to each individual in your group on this schedule

1 day after meeting.

Let these interrupt your twisted thinking. These are great thoughts to live by today!

<Universal Principles #1>

<Universal Principles #2>

<Universal Principles #3>

<Universal Principles #4>

2 days after meeting

Remember this today!!!

<Corner Principle #1>

3 days after meeting

Great reminder! Let this soak in and drive your choices today!

<Corner Principle #2>

4 days after meeting

Love this for you!

<Corner Principle #3>

5 days after meeting.

If this keeps popping into your mind today, I promise the day will be different! You got this!

<Corner Principle #4>

The background features a central graphic of four large, overlapping arrows pointing outwards in different directions: red (top-left), yellow (top-right), green (bottom-right), and blue (bottom-left). The arrows have a hand-drawn, textured appearance. Scattered around the arrows are various hand-drawn symbols in grey and black, including 'X' marks, circles, and curved arrows, suggesting a process of building or planning.

SEASON BUILDER

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WEEK 5

The background features a collage of light gray puzzle pieces, arrows, and large, faint letters. The letters 'S', 'E', 'W', 'M', 'X', 'A', 'R', 'E' are scattered across the page. The puzzle pieces are arranged in a way that suggests a larger, partially assembled picture.

MIDDLE PIECES

*The greatest gap in the world is the gap
between what we know and what we do*

JOHN MAXWELL

PRO TIP: Make sure actions are
PROACTIVE, WITHIN YOUR CONTROL, and
MEASURABLE.

WEEK 5 FACILITATOR GUIDE

WHY

The greatest gap in the world is the gap between what we KNOW and what we DO. The ultimate objective of Season Builder is to equip people and for them to be better at the end than they were at the beginning. But If we don't DO anything different, we won't BE anything better. We can know what needs to change, but it's not going to actually change until we DO something about it. We need to spend time writing down specific ACTIONS we are going to take so we actually have a plan to follow to realize better.

OBJECTIVE

We want the group members to come away with a good understanding of how their choices and actions affect their growth and how to develop high quality actions that will produce the personal growth they want.

It's important for them to be specific on their actions. "Be a better friend" is not specific enough to produce the change they are looking for. Also repetition is important to seeing results quicker. Doing 1 specific thing once a week is good but doing 1 specific thing every day is better. See the playbook for specific examples.

As you listen to the actions they develop, make sure they are as proactive, measurable and controllable by them as possible. If they are not, challenge them to tweak them so they are as specific as possible and have those 3 characteristics. To be spark ideas, we have created an ACTION BANK that has examples of actions other Season Builders have created. You can find it at seasonbuilder.org > Individuals > Action Bank

GUIDED DISCUSSION

- Ask each person to what they underlined in the Cast the Vote exercise and what current votes they are casting that are obstacles in their life.

FACILITATOR NOTES:

1. Can they see how every decision, choice, and action is leading them closer or farther away from the person they want to be?
 2. Remind them that the election of the person we want to be doesn't have to be unanimous. We should be focused on progress over perfection.
 3. We just need to cast more votes for the person we want to be than the person we have been
- Ask each person to share one of their How To Fail actions from the How to Fail exercise.

FACILITATOR NOTES:

1. Odds are they are not going to be very specific at all. Talk to them about how to make their failure actions more specific. This will help them think through real actions in the next exercise.
2. Ask them if they find themselves engaging in these unproductive actions, behaviors and choices now. Ask them to give examples

GUIDED DISCUSSION (CONT)

- Ask the group to take 5-10 minutes and reread the actions they developed in the Filling in the Middle exercise making sure they are SPECIFIC. **Specific means PROACTIVE, MEASURABLE, and WITHIN THEIR CONTROL.** Encourage them to tweak them if necessary.

FACILITATOR NOTES:

1. If they need help, ask the group's input on how this person could tweak their action. Feel free to make suggestions too.
 2. When you are offering suggestions, always ask "Would you like some ideas? Can I make a suggestion?"
 3. Remember some actions may revolve around learning/remembering their principles. Encourage this because **principles are their secret weapon to growth.**
 4. If you see someone needs to correct or tweak all of their actions, focus on helping them come up with 3-4 actions on at least 2 of their Corners. They can work on the other 2 Corners over the next week.
- Before you end the session, ask each person to choose and commit to 3 actions from their Middle Pieces Worksheet. They can be any 3. They do not have to all be from the same Corner. These are the 3 actions they are going to be intentional about to help them grow.
 - Have them write their 3 actions in the WEEK 1 WORKOUT page in their playbook.

RECORD

Write each person's week 1 actions on the Facilitator Worksheets

*The biggest obstacle to doing these actions isn't intentions ... it's MEMORY!
Encourage them to set phone reminders or place sticky notes around their
room/car to remind them to do their actions!*

FACILITATOR NOTES:

1. They are likely not currently doing the 3 things they picked which means they don't come natural. We all give ourselves way too much credit for what we can remember. They will most likely not remember to do the things they committed to tomorrow.



Watch Week 5 - Encouragement & Accountability

FACILITATOR WEEKLY REMINDER TEXT

Send this text or your personalized version of it to each individual in your group **3 days after you meet.**

Good morning! Just checking in. How are you doing on these this week? Cast the Votes!!!!

<Action 1>
<Action 1>
<Action 1>

The background features a central graphic of four large, overlapping arrows pointing outwards from the center. The arrows are colored yellow (top), red (left), green (right), and blue (bottom). The entire graphic is set against a light grey, textured background. Scattered around the arrows are several hand-drawn symbols in dark grey or black, including curved arrows, 'X' marks, and circles with dots inside.

SEASON BUILDER

FACILITATOR GUIDE

WEEKS 6-12

ACTION WORKOUTS

PRO TIP: Focus on PROGRESS over
PERFECTION! Actions are about GROWTH
not about ACHIEVEMENT or
ACCOMPLISHMENT

WEEK 6-12 FACILITATOR GUIDE

FACILITATOR NOTES:

1. Actually doing weekly actions is what produces growth and change. These are some of the most impactful weeks coming up.
2. We've found in the early weeks, they really need to be encouraged to do their actions. It's necessary for them to be compliant with themselves and the process. In essence, they have to force themselves to do their actions. The idea is if they will actually perform these actions, they will most likely see benefit right away. And when they see benefit, they will like doing it. And when they like doing it, they will start choosing it instead of making themselves do it.
3. Another thing to keep in mind is most of this daily/weekly action stuff will be new to them. They are most likely not doing the actions they have written down currently. **The most important thing is to be encouraging and promote progress not perfection.** If they have a perfect week, celebrate it for sure. But if they only do it 4 out of 7 days, celebrate the progress and ask them what prevented them from doing it the other days?

GUIDED DISCUSSION

- Ask each person to share something good that happened or about the past week. This promotes looking for the positive things.
- Ask for members to share their action progress for the week. Use the WORKOUT page as a guide.

FACILITATOR NOTES:

1. Did they do each action. Ask them to note it in their workout page.
 2. If so, how did they make them feel and how was their week different
 3. If not, what got in the way? What can they do this week to lessen the chance of that obstacle getting in the way?
 4. Encourage them to talk about how it felt to be successful, what they learned the past week, what was hard, what was easy, anything unique that came up last week. This will take the bulk of your time.
- Not every week but some weeks, ask them to reflect on their Box Top. Are they growing closer to realizing it?
 - Once everyone has shared, ask everyone to make 3 commitments for the following week. They can ...
 - Pick a new action(s)
 - Bring forward 1 or more actions from the previous week that they didn't quite do as well as they wanted
 - Bring forward 1 or more actions from last week so they can still experience the benefits from it or make it a habit
 - Remind them to put a reminder in place so they remember their actions.

SPECIAL WEEK 9 VIDEO



Watch **Week 9 - Encouragement & Reminders**

RECORD

Write down each person's 3 Actions for the week in the Facilitator Worksheet

FACILITATOR WEEKLY REMINDER TEXT

You will send daily texts this week. Send these texts or your personalized version of them to each individual in your group on this schedule

Hey! Just checking in on your week. Would you share your progress this week with me?

<Action 1>

<Action 1>

<Action 1>

Let this empower and inspire you <one of their Principles>

Always encourage, not condemn

Change is a process not an event

We learn more through failure than we do through success. Failure isn't fatal!

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SEASON BUILDER

FACILITATOR GUIDE

WEEK 13

WRAP UP

WEEK 13 FACILITATOR GUIDE



Watch **Week 13 - Program Wrap Up**

GUIDED DISCUSSION

- Ask them to reflect on the experience
 - What have they learned about themselves over the last 12 weeks
 - How have they seen each of the group members grow in the last 12 weeks
 - How close are they to realizing their Box Top on a scale of 1-10
 - How do they plan to keep the momentum they've gained over the last 12 weeks
 - Is there someone they want to share their experience with
- Send them the wrap up survey and ask them to use the rest of the time together to complete it
 - seasonbuilder.org/wrap-up-survey

Facilitator Notes:

1. Encourage them to stay connected and growing.
2. Keep reading the Season Builder GroupMe
3. Mention that you will stay in touch and they should do the same
4. If there is a Building Group in their city, give them the details about that.
5. If not, encourage them to start a group together and keep meeting.
6. If neither of those is possible, get in some type of small group with friends where you can have meaningful conversations and be in community.

FACILITATOR WORKSHEET FOR: _____

Box Top: _____

Corner #1: _____

Corner #2: _____

Corner #3: _____

Corner #4: _____

Universal Principle #1:

Universal Principle #2:

Universal Principle #3:

Universal Principle #4:

Corner #1 Principle:

Corner #2 Principle:

Corner #3 Principle:

Corner #4 Principle:

FACILITATOR WORKSHEET FOR: _____

Week 1

Action 1: _____

Action 2: _____

Action 3: _____

Week 2

Action 1: _____

Action 2: _____

Action 3: _____

Week 3

Action 1: _____

Action 2: _____

Action 3: _____

Week 4

Action 1: _____

Action 2: _____

Action 3: _____

FACILITATOR WORKSHEET FOR: _____

Week 5

Action 1: _____

Action 2: _____

Action 3: _____

Week 6

Action 1: _____

Action 2: _____

Action 3: _____

Week 7

Action 1: _____

Action 2: _____

Action 3: _____

Week 8

Action 1: _____

Action 2: _____

Action 3: _____