

How to



Walk Into a Room &

**OWN IT**

**10 STEP GUIDE  
TO FEEL CONFIDENT  
EVERYDAY**

# Guide Objectives

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The objective of this guide is to provide you with a step by step guide you can use in your day to day life to keep you feeling confident everyday.

This guide will provide you with the information and tips you need to walk into a room and OWN it every time!

Lets dive in...



# *About the Author*



Hi there! My name is Jamie Thurber and I am a Lifestyle Coach. My ultimate goal is to help people grow their confidence in order to be more productive and successful in their lives. Using 1-on-1 coaching, programs, and video to motivate and set realistic goals to help my clients accomplish their goals!

I have over 8 years of experience working as an operations manager in the corporate world. Handling all operations and managing many different types of people has provided me with much knowledge and insight on how to deal with people. As well as how to control your own emotions and mindset to maintain a positive and confident outlook on life. This is key to keeping you ahead of the game!

I now own an online Marketing Firm and run a Lifestyle Coaching business. My mission is to help people invest in the relationship they have with themselves. To teach people skills they can utilize in their daily life to stay positive and productive. I want everyone to have the courage and confidence to go after their goals. I am your cheerleader, your support system and your guide! You can check me out on my website if you'd like more information.

Also, I would like to say, CONGRATULATIONS to you for taking an investment in YOUR LIFE by using this e-course!

*Love & Positivity, Jamie*

# How to Walk Into A Room & Own it...

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Have you ever walked into a room and felt like everyone was staring at you? Felt like you could feel their eyes on you, hear their instant judgement of you.

*"What is she doing here?"*

*"Who brought their wife to this meeting?"*

*"Oh great, there's no way this chick is going to bring any value to this discussion."*

It's written all over their faces. It's in the way they speak to you, or in the way that they completely avoid you.

**FACT:** A room full of men can make a woman feel uncomfortable, scared, and out of place.

**FACT:** A woman who knows her shit can scare and shock a room full of men.

The truth is, *only you can allow them to intimidate you*. You have the ability to own any room that you walk into. You have to want it, you have to be confident and you have to prepare.

I would like to share a story with you....

Check out this video



# 10 Step Guide to Feel Confident Everyday

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Confidence is a word that can be portrayed in many different ways. I've learned over the years that you can ask many people to define the word 'confidence' and you will get a different interpretation from each person.

Overall, the word confidence is defined as a feeling of self-assurance arising from one's appreciation of one's own abilities or qualities.

Meaning, that confidence comes from YOU.

Confidence is like a power source inside of you, one that you create yourself and fuel internally. It's not a trait or something you are born with, It's like a muscle, something you train and strengthen and protect so it will grow.

Now let's talk about how to grow that confidence muscle...

# 1. BODY LANGUAGE

Body language can be a huge part of the first impression you make on someone, and we all know that first impressions stick. Remember these tips:

- Posture. Stand up straight, shoulders back. Sit up straight in your chair, don't slouch over.
- Be alert. Don't be on your phone, or staring out into space or doodling during a meeting. Pay attention to whomever is speaking.
- Make eye contact when you are talking to someone. This is also a way to show a level of respect.
- Shake their hand like you mean it. Don't hand them a floppy fish to shake and don't try to break their bones either. A firm, confident grip is the happy medium.
- Smile. A smile is inviting and friendly. But don't smile too much. Pay attention to the vibe of the meeting or conversation. Smile when is appropriate.
- No fidgeting. If someone is presenting, you can be very distracting if you're moving around or shaking your leg the whole time. (watch your caffeine intake prior to a meeting)

## 2. BE PREPARED

Do your research before a meeting. Whether it be on the topic of the meeting, or on the person who is presenting. Know your stuff so you are not completely clueless. You want to be prepared and have a some information in your pocket to use in conversation if needed.

Bring a pen, paper, business cards. All essential items you may need for a meeting.

Eat something before your meeting. You don't want to have your stomach grumbling the whole time or have all of your thoughts go to how hungry you are.

In a non business setting, always be prepared by making a plan for your day. Know what you have to get accomplished that day and have a plan to execute it.

## 3. APPEARANCE.

Number one key here: Make sure that you are comfortable.

You don't want your bunching panty-hose to be the thing on your mind while you're trying to pay attention to what someone is saying or trying to enjoy yourself.

Heels- if you can't walk in them successfully, don't wear them. End of story. No one wants to see you waddle like a duck with fear on your face that you may fall over. Or if being too tall freaks you out ( like it does me), then opt for the flats when meeting new people.

The key is to be appear confident. And being comfortable in what you're wearing or with how your hair is done is going to making you feel more confident.

## 4. EMBRACE/ADOPT POSITIVITY

Say hello to optimism. Being a positive person and possessing a positive attitude can open so many doors for you. Not only do people enjoy to be around positive individuals but positivity makes you much more passionate about the things in your life. And Passion is contagious.

I recommend using more positive language in your day to day conversation. Build yourself up, build up those around you. Make yourself feel empowered. Remove negative words from your vocabulary. Be someone who others enjoy talking to and being around.

## 5. INVEST IN YOURSELF

Invest in yourself. The relationship you have with yourself is the most important one in your life.

Unfortunately, it is typically the one we ignore the most. Invest time in doing things that you *truly enjoy*, things that make you happy and fuel your soul.

Don't be afraid to ask questions! Expanding your personal knowledge is one of the smartest things you can do for yourself. Ask questions anytime you can. If you want to know something, find it out. Whether you Google it, or read a book or article on the subject. Find out! Grow your knowledge at every change you get.

Invest in a coach or mentor. Statistics say you may be limiting your success by not hiring a coach. What do coaches/mentors do?



## Coaches / Mentors:

- Help you see yourself and your goals more clearly. Help you identify the gaps in your life; personal or professional.
- Ask for more intentional thought, action and overall behavior to ensure you're living your best life.
- They guide you and help you build structure and accountability.
- They support you where you need it most.

## 6. DON'T SWEAT THE SMALL STUFF

Shit happens. (excuse my language). But it's true. More than likely the things that you allow to upset you are not things that *really* matter. They are not things that are going to be life altering or serious. Many things that go wrong throughout our day are so minor that they do not deserve to interrupt our flow, our productivity, or our positive vibe.

Start to pay closer attention to the things that you allow to upset you. Ask yourself;

- "What has this really effected?"
- "How quickly/easily can I fix this problem?"
- "Is it really worth getting so upset over?"

Chances are, most things can be fixed quickly, or they really didn't matter all that much in the first place.

Definitely not something you want to allow yourself to get upset over.

Remember, only YOU can control how you react to things. No one else controls your emotions and reactions but you!

## 7. THINK BEFORE YOU SPEAK

No but seriously, Think before you speak! I know this sounds like common sense, but hear me out...

How many times have you sent a text out of anger? Or didn't proof-read your email before you sent it and you came off as a total ass? Or have you stuttered your way through a comment in a meeting? Or agreed to do something that you really didn't want to do? All because you allowed yourself to be put on the spot OR you didn't think before you responded.

Many of these instances could easily be avoided just by simply taking a moment to think or proread before sending or speaking.

Don't allow people to put you on the spot or catch you off guard. Take a deep breath and answer confidently.

## 8. NETWORK

You've heard it before, you'll hear it again; It's all about who you know.

Okay, there's a little bit more to it than that but let me explain. Making connections with people can make or break your professional life. In a world where we, as people are not quick to trust; in fact, we are quick to think everyone is full of it and not sincere. Therefore, making connections, being genuine and creating relationships with people is the key to growing your business and growing as a person.

The more people you meet and connect with, the more knowledge you gain and more exposure you receive.

Everyone you meet has a story, something to share. Take the time to learn it, hear what they have to say, and expand your thinking a bit.

How do you network? Social media, local events, coffee shops. Its easy, talk to people. Reach out to them and start a conversation. You won't regret it.

## 9. LISTEN

Being a better listen can help you in more ways than one. Not only does it make you seem more personable and respectful, it also helps you *really hear* what people have to say. And when you really hear someone, you retain what they are saying. You learn from what they are talking about and are able to use that for better conversation and better understanding of that person or meeting.

Here are some tips to become a better listener:

- Sit still. Give that person your full attention. Don't click your pen or move around the room. Actively listen!
- Ask questions. Asking thoughtful questions allows you to learn more about the person or the topic. It's also a good filler when there is a pause in things to talk about.
- Avoid distractions. Don't listen to another conversation, or check your phone, or wink at the guy across the room. Be present in the conversation.

## 10. RECOGNIZE SMALL ACCOMPLISHMENTS

When we sit down and write out our goals or make a plan for the day we envision it as a straight line; boom, boom, boom, done. But let's be honest, in all reality that's not normally how it works at all. We run into obstacles and/or it doesn't work the first time around. So it takes us a little longer to reach our goal than we expected. Its easy to get discouraged by this. Don't.

Don't allow yourself to get discouraged. That will just bring down your productivity even more. I encourage you to make it a habit to celebrate the small victories! Celebrate the steps it takes to get to your goal. The things you do along the way that are getting you one step closer to where you want to be!

Why?

- It makes you happy.
- It keeps you motivated to keep going
- It grows your confidence in your abilities
- It keeps you from getting burnt out

*The Life You Desire is Within Your Reach.*

*Now let's go get it!*



# Guide Follow Up

Let's recap some things from this guide...

## 1. Body Language.

Which type of body language do you feel like you have already mastered? \_\_\_\_\_

What do you need to work on more? \_\_\_\_\_

## 2. Adopt a Positive Attitude

Take a few minutes and think about the language you use each day. Are you using negative words more than positive? Are you allowing other peoples negativity affect your mood?

If you answered yes, I *challenge* you to pay attention to the way you talk and the way you allow others to speak to you over the next few days. Set a reminder in your phone to re-visit this in a few days and see what you have observed.

## 3. Invest in yourself

Name an activity that makes you happy: \_\_\_\_\_

When was the last time you did this activity? \_\_\_\_\_

I challenge you to schedule time each week to do something for YOU.

## 4. Networking

When was the last time you connected with someone new? \_\_\_\_\_

Make it a point to do this regularly and you will see a large difference in your attitude and confidence!

## 5. Small Victories

Make a list of 5 things you accomplished yesterday

1.

2.

3.

4.

5.

Make it a daily practice to recap your victories like this.

# THANK YOU SO MUCH FOR DOWNLOADING THIS 10 STEP GUIDE TO BEING MORE CONFIDENT EVERY DAY.

I hope this course helped you to see simple changes you can make in your day to day habits and ways of thinking to ensure that you are more confident each day.

If you have any questions, please feel free to email me directly **HERE**

*Remember, you have complete control over the life you lead. Choose to take control and make it exactly what you want. With hard work and the right mindset, you truly can create the life of your dreams!*

IF YOU FOUND THIS GUIDE HELPFUL,  
I WOULD LOVE TO HEAR ABOUT IT!

YOU CAN REACH ME ON SOCIAL MEDIA AT THESE LINKS:

Facebook

Instagram

YouTube

SnapChat @jmeirene