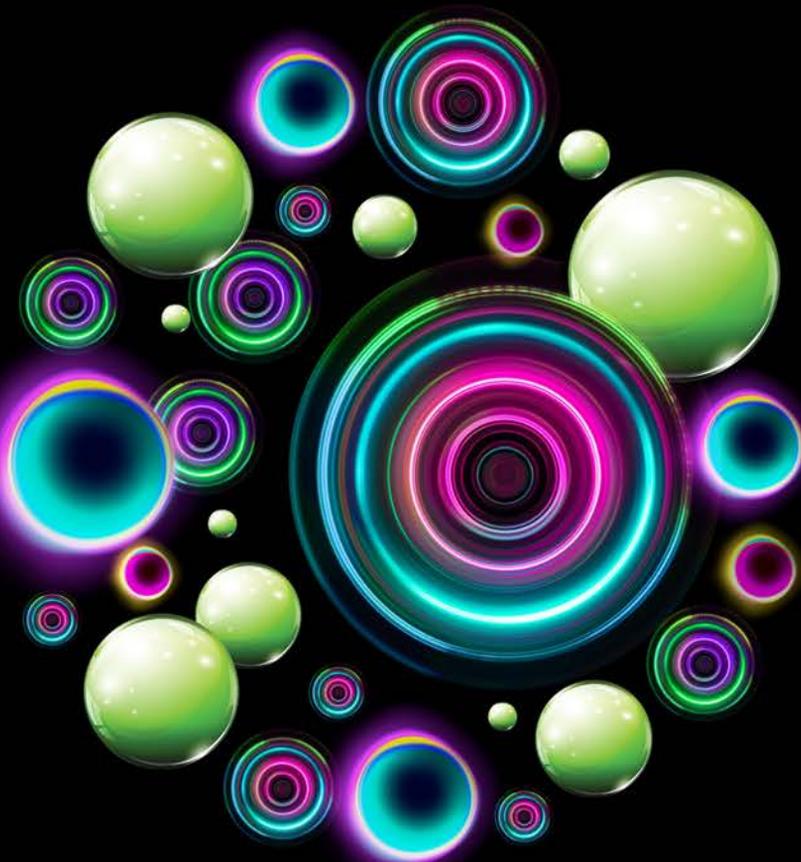


Deloitte.



Building Confidence

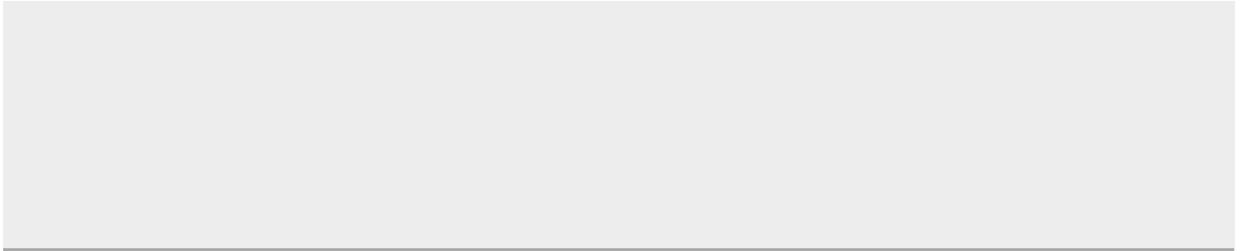
Workbook



Your Confidence

Self-reflection: “I looked at myself and my first thought was...”

Please complete below the first thought about yourself that came into your mind. Was it positive or negative?



Quiz

How do you find interacting with new people?

Tick

- A Most people are very friendly – I enjoy it!
 - B I can confidently approach people when I need to.
 - C I tend to wait for other people to speak with me first.
 - D I avoid these types of situations.
-

Do you feel that your opinion matters?

Tick

- A Yes
 - B In some situations
 - C No, no one's interested
 - D I don't have an opinion that matters
-

What is your reaction when something you try doesn't work?

Tick

- A I take it in my stride. I'll have another go, but maybe try it differently.
 - B Try again but get frustrated as things rarely work out for me.
 - C I give up.
-

Quiz

What do you tell yourself when you are successful in completing a task?

Tick

- A I knew I could do it!
 - B I wasn't sure but thought I probably could.
 - C That was easier than I thought.
 - D That was luck, maybe I got it wrong.
-

Do you find it hard to say no to someone or turn down an offer?

Tick

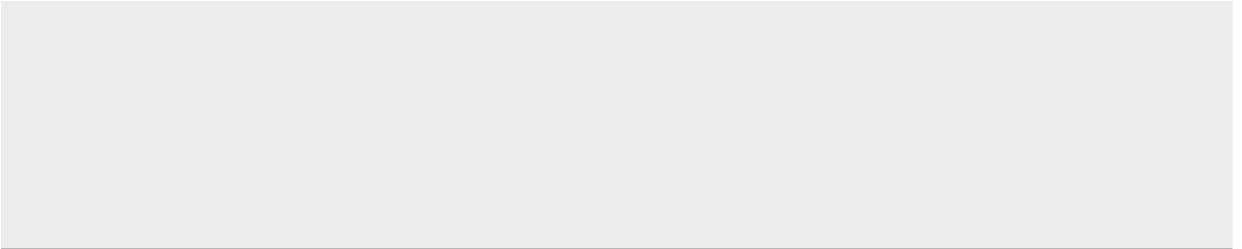
- A Never
 - B Occasionally
 - C Often
 - D Always
-

Building Confidence Task

What do you feel most confident doing?

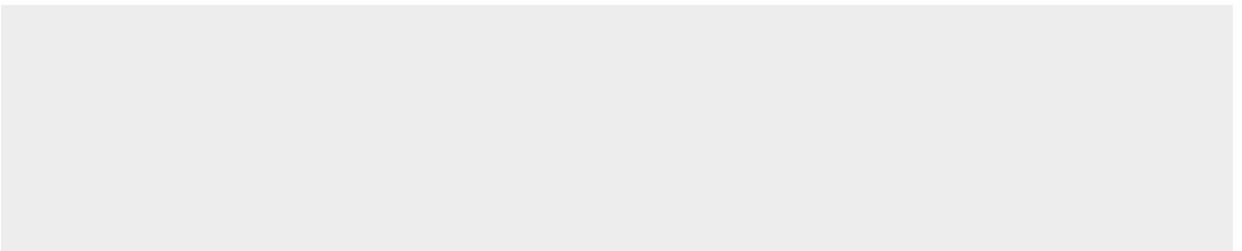
Think about where you feel more at ease and the areas you excel at and feel comfortable in.

Consider how you have developed your confidence and what has inspired and influenced you.



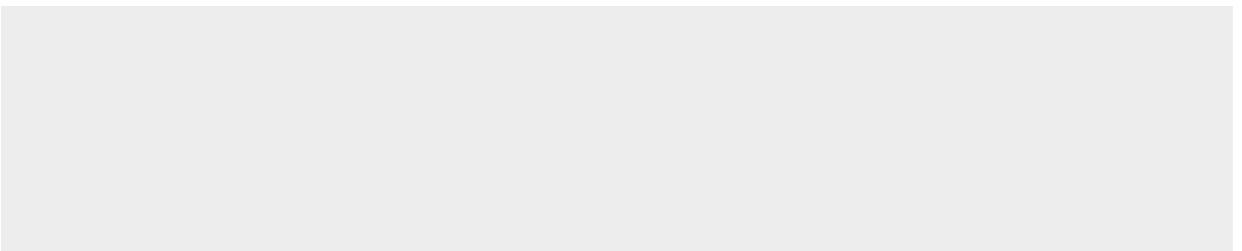
What are you least confident doing?

Reflect on what you might actively avoid or hesitate in trying to do. Be specific and focus on an area that you would most like to improve your confidence levels in.



How could you improve your confidence in your least confident areas?

Write down a few ideas here you could refer to in the future.



Talk Yourself Up

You might notice that, when talking to yourself, your internal voice and the language you use may be more negative than positive. The way you talk to yourself can impact your confidence and the way you feel about yourself – so it's important to note and to work on your internal dialogue. Here are a few ways you can improve the way you talk to yourself, build on your confidence and practice self-compassion.

1. Listen to what you are saying to yourself

What is your inner voice saying to you?

Is your self talk mostly positive or negative?

Take notes on what you're thinking - what trends do you observe?

2. Challenge you talk – Ask yourself...

Is there any evidence for what I'm thinking?

What would I say to a friend if they were in a similar situation?

3. Create Positive Affirmations

A positive affirmation may be something you say to yourself first thing in the morning in front of a mirror, or a phrase you use for difficult times.

Here are some positive phrases to get you started...

I am good enough

I have the power to create change

There is nobody else in the world like me. That is my magic

Talk Yourself Up

4. Replace Words

Try replacing the following:

“I can’t” with “I will”

“I have to” with “I want to”

“I should” with “I choose to”

5. Be Kind & Patient

Building on your positive self-talk will take time. It’s a habit you will need to nurture and practice until it becomes natural – and it’s worth it!

Change will take time and perseverance, remember to be kind to yourself

Body Language Quiz

If you met a person and their arms were crossed, how would you describe their pose?

Tick

- A High power pose
 - B Low power pose
 - C Not sure
 - D It can depend on the rest of your body language
-

If a person's hands are on their hips, how would you describe this pose?

Tick

- A High power pose
 - B Low power pose
 - C Not sure
 - D It can depend on the rest of your body language
-

If a person's hands are raised in the air, how would you describe their pose?

Tick

- A High power pose
 - B Low power pose
 - C Not sure
 - D It can depend on the rest of your body language
-

Low Power Poses



What does this power pose say?



How could the body language here be changed to improve confidence?



What does this power pose say?



How could the body language here be changed to improve confidence?

Positive Body Language Tips

When we are confident, it shows through our body language. Confident people tend to have positive body language. To help you build up your confidence through your body language, we have included some top tips below:

1. Confident posture

Keep your weight evenly distributed on your legs, keep your shoulders back, raise your chin and stand tall. If it helps, imagine you have a string pulling your head upwards. This confident posture demonstrates that you're feeling confident to the person you are talking to.

2. Power poses

Practicing power poses can help make you feel and appear more confident (see examples on next page).

Holding a power pose such as the 'superhero' pose communicates to both your brain and people around you that you're feeling confident. These are particularly useful to practice before an interview, a presentation or a meeting.

3. Eye Contact

Making eye contact with the person you're talking to communicates you are an approachable, trustworthy and confident person.

4. Open Body Language

Be relaxed in your body language and try not to be tense – this will help with your confidence when speaking to others.

Don't be tempted to cross your arms or put your hands in your pockets, as this can give the impression that you're being defensive or you're uninterested. Try to use open hand gestures when speaking too, as this will show you want to communicate and engage with others.

Positive Body Language Tips

Here we have some power pose examples you may find useful to practice!



Hands on Hips

This is your 'superhero' pose. To strike this pose, place your legs hip width apart, your hands on your hips and stand tall. This pose should help you feel more confident and in-control.



Arms Raised Above Your Head

This is your 'champion' pose. Raise your hands above your head like a victorious athlete! This pose should make your body appear bigger and stronger and help to energise you.



Smiling

This is your 'subtle' pose. One of the best ways to boost your outlook and your confidence is to smile. When we do this, we feel happier and elevated.

Your Achievements

Time to Reflect

At the end of each week, try to put some time aside to reflect on your achievements over the past week and write down at least 5 of them. It doesn't matter how big or small your achievements are – they could be anything you have achieved during that week, whether that's learning a new skill, going for a long walk or saying something positive to yourself or someone else.

The more you start recording and noticing your achievements, the more confident you will grow. And if your negative inner voice starts to get in the way, respond with a positive affirmation and strike a power pose!

What I've Achieved!

Date	My Achievement <i>Small or big, your achievements are valid and important to you</i>	How it made me feel <i>Did you feel happy, proud, more confident, excited? Think about why this is an achievement to you</i>

Self-Confidence Reflection

Reflecting on how you felt about your confidence at the beginning of the session, how do you feel now?

Tick

A I feel very confident

B I feel more confident than I did at the beginning and know how I can start building my confidence

C I feel the same

D I don't feel very confident

Further links

Main Careers Site:

https://www2.deloitte.com/uk/en/careers/careers.html?icid=top_careers

Grad Programmes:

https://www2.deloitte.com/uk/en/pages/careers/articles/graduate-opportunities.html?icid=top_graduate-opportunities

SVS Programmes:

https://www2.deloitte.com/uk/en/pages/careers/articles/summer-vacation-scheme.html?icid=top_summer-vacation-scheme

Apprentice Programmes:

https://www2.deloitte.com/uk/en/pages/careers/articles/brightstart-business-apprenticeship-scheme.html?icid=top_brightstart-business-apprenticeship-scheme

Frequently asked questions:

<https://www2.deloitte.com/uk/en/pages/careers/articles/student-graduate-faqs.html>

Dot the Bot (ask a question):

<https://meetandengage.com/deloittestudenthelpdesk>