

GMSOFT 1.0 READ ME DOCUMENT

Steps for using your Grade-Maker software successfully.

“To succeed, you must first believe that you can.” Michael Konda



The Old Habit:
The New Habit:

Wing it and whine when things don't work out.
Focus, Complete, Play!

YOU CAN:

- Create a life you love and live it confidently
- Change the way you are doing things if what you are doing isn't working
- Knock out important tasks quickly & easily if you DUE them in GMSOFT 1.0
- Think different thoughts if you wish to feel differently and re/act differently
- Begin your new stress-free life *today*

STEP #1 - VIEW THE GMSOFT 1.0 JUMP-START DVD

Parents, students and professionals will benefit from viewing our Jump-Start training DVD. It will only take 20 minutes and it can help your family function better, so please watch it as soon as possible. The Grade-Maker system is extremely quick & easy to use; however, it is still a new way of doing things. So, view the video for pointers AND attach the new habit of using GMSOFT 1.0 daily to an existing habit. Be creative! If you're an adult you may want to look at GMSOFT 1.0 as soon as you make your first cup of coffee (or finish it, depending on your need for caffeine), check email, pick-up the mail or finish dishes. Students may want to look at it right after school, when a favorite show ends, after they brush their teeth, or take a shower. Consider leaving it open on your computer desktop for a few weeks, and then just minimize it as needed. Find a cue that works for YOU - and stick with it! You'll be glad you did.

STEP #2 – “ROLE” INTO ACTION ACCORDING TO YOUR STUDENT’S AGE

If Your Student is in Grade 1-5, Take on the Role of a Teacher

Parents, if your student is young, you should approach GMSOFT 1.0 as a teacher. View the DVD (preferably with your child) and take the lead on using the software each day (especially for the first 21 days to develop a good habit). Keep things positive. Offer a lot of support, praise and motivation. Help them decide what forms to create. Show them how. Meet with them 5-10 minutes each day to review their progress. Tackle tough spots together as a team. If they learn good time/self management skills now while they're young and pliable, it will become a lifestyle rather than a chore. What a gift this will be as they take on more responsibilities in middle school, high school and as an adult. Be a great role model! Your kids will thank you for it some day.

If Your Student is in Grade 6-8, Take on the Role of a Supervisor

It has been our experience over the years that most middle-school students resist the Grade-Maker initially. That's OK! It's human to resist change, self-discipline and accountability. Yet, to some degree, we all must adapt, manage ourselves and answer up ~ or suffer the natural consequences. Looking to the future, when each student joins the work force, they will be required to deliver an expected result at an

expected time to either their boss or client. In middle school, they will be held accountable for getting to school on time, managing themselves in class, completing assignments, studying for and passing tests, etc. Parents, it is our responsibility to *prepare* our adolescent for life to minimize breakdowns. Please DO what we suggest during Jump-Start training. Our proven strategies work! Determine right now to know your bottom line with your adolescent and honor it. Negotiate tasks. Be fair and reasonable, and practice the power of choice. A “When you, then you” approach can be extremely effective during these years. Say something like, “When you handle your responsibilities in the Grade-Maker, then you can get on with fun! You’re in control. If I were you, I’d focus, complete and play!” If they choose not to, let the learning opportunities begin. You only have a couple of years to practice. When your tween becomes a teen, it is time to relinquish power, snip some strings, and transition to the role of a coach....

If Your Student is in Grade 9-12, Take on the Role of a Coach

To equip your teen to be a healthy, well-balanced young adult who can make great decisions and choices, work backwards from age 18 and incrementally empower your kids to become more responsible and independent in every area of their life while you are still in the picture. Give up the urge to train or micro-manage them as you have in days gone by when it was appropriate. Your actions now speak much louder than words ~ unless they are words of acknowledgement, acceptance and praise for *who they are*, just as they are (raging hormones and all). Focus on what they are doing right and acknowledge them for it daily.

It is equally important that you stop trying to fix your teen. S/he is not broken. Likewise, rescuing your teen (when s/he is not in a life-threatening situation) is NOT a gift of love ~ allowing them to think, learn and grow is. Please don’t take the easy way out. This is your teen’s life we are talking about, so rise to the occasion, mom and dad. You’ve got what it takes!

The last myth we would like to debunk involves control. Ultimately, you control yourself. It is not within your power to control another human being – especially your teen who is just “doing their job” by challenging values and beliefs to discover their own identify. Being a control-freak is time-consuming and futile, so stop! Make your peace with it, and move on. If you don’t, your teen will KICK BACK with a vengeance. Don’t make your life (and theirs) harder by fighting a battle that cannot be won. Practice being a coach instead.

STEP #3 – PLAN FOR RESISTANCE AT ANY AGE

If your student resists getting organized and following a system, please use GMSOFT 1.0 yourself as instructed, on their behalf, to set a good example and maintain your own sanity. As they mature and it becomes part of your normal routine, odds are good they will take it over at some point in time. If they don’t, nothing is lost. You will be clear about their repeat tasks and special projects. You will have the tools you need to monitor their attendance and academic progress. You will benefit greatly from the fixed daily or weekly connection with your student and teachers; and you will be in a great position to offer them both great support. All in all, it just makes sense to make GMSOFT 1.0 your newest family friend!