



Family Empowerment Tool Kit

User's Guide



Overview:

This User's Guide provides some personal side notes (indented in italics) and the following information:

- Product Nuances
- Lesson Preparation
- Lesson Planning
- Lesson Time
- Organizing Your Materials
- Kid's audio book cue guide
- Adult audio book track guide

Some would refer to our Tool Kits as a curriculum. While this Kit contains components found in many curriculums, I am a fan of parents and educators using materials in creative ways that meet the unique learning style of each individual.

Therefore, I am less prescriptive on how the materials are used, and instead refer to our materials as "empowerment tools" . . . with the specific purpose of empowering adults and children to lead a life with purpose and aim to achieve your highest good and what you desire. That begins with growing the leader within.

With that in mind, let's get started . . .

Following are the recommended ages for our tools, but they are only guides. And for those familiar with "The Lexile[®] Framework for Reading," the official measures for the books and audio books are listed.

Adult tools: (Ages 13 up) (Lexile® measure - 920L)

- ✓ *U.N.I.Q.U.E.: Growing the Leader Within* [book](#)
- ✓ *U.N.I.Q.U.E.: Growing the Leader Within* [Mp3 audio book download](#)
- ✓ *The Leadership Garden Guidebook: Cultivating organic experiences, actions, and results that will empower you and those around you* [workbook](#).

Kids tools: (Ages 5-12) (Lexile® measure - 680L)

- ✓ *U.N.I.Q.U.E. KIDS: Growing My Leadership Garden* [book](#)
- ✓ *U.N.I.Q.U.E. KIDS: Growing My Leadership Garden* [Mp3 audio book download](#)
- ✓ *U.N.I.Q.U.E. KIDS Activity Guide Prototype* [pdf download](#)
- ✓ *My Leadership Garden Journal* [pdf download](#)

Product Nuances:

Each tool can be used as a standalone. Yet, when bundled, they provide the deepest experience of engaging your heart, mind, and spirit for growing thriving leadership.

- The adult book is an unusual fable format that has “lesson interludes” and illustrations from my own life in the middle of each chapter, and then transitions back to the fable to recap. Each chapter ends with “reader exercises” so you can do your own leadership gardening.
- The award winning children’s book is straight fable. Yet, it is an adaptation of the adult book and the lesson interludes are treated visually. Each chapter contains gray silhouettes inside the leader vine lesson boxes, and instead of exercises there are **Hugh Wants to Know** discussion questions at the end of each chapter.
- *The Leadership Garden Guidebook* contains the lesson interlude content from adult book (minus my life illustrations) and precedes each chapter guidebook activity. Some of this content has also been expanded, especially chapter two.

Please take particular note of the story “Providence at Play” on page 65 of the Leadership Garden Guidebook. This story shows how these lessons can be connected to physical gardening and what can grow from it. It also shares my journey of how the Leadership Garden Legacy was born.

- The professionally narrated audio books help bring the story characters to life. In the *U.N.I.Q.U.E.: Growing the Leader Within* audio book, you will find pdf downloads of the book’s back matter that was not included in the audio narration, along with the complete set of the reader exercises from the book. You can ignore these downloads

since they are contained in your book and guidebook - unless you want to print multiple copies of some of the exercises for your family; namely the Leader Balance Wheel. This exercise is quite revealing and a lot of fun to do as a family.

The *U.N.I.Q.U.E. KIDS: Growing My Leadership Garden* audio book includes a turn-the-page chime feature. This will help children follow along who may have difficulty reading the text. There are illustrations on every two page spread of text, so regardless of a child's reading ability they can visually follow along. In the case of a daydreamer, the turn-the-page chime is also a good cue for bringing them back to the story.

- The *U.N.I.Q.U.E. KIDS: Activity Guide Prototype* contains student exercises, tips for the teacher/parent, and learning standard and research information.
- The *My Leadership Garden Journal* is a tool designed as a printable booklet that can help children organize their thoughts and contain their activities all in one place. It contains the student activities in the Activity Guide, plus journaling pages.

Lesson Preparation:

Being prepared is critical to the success of what your children will learn and how they use the information. The best way to prepare is to listen and read along in each chapter of the adult book and audio, and then complete each exercise in Leadership Garden Guidebook.

Think of this in terms of becoming a Master "Leadership" Gardener for your family. It is important you do the work. I use the term "work" in the joyful sense. When your Leadership Garden flourishes, your capacity to re-sow the seeds of unique leadership in others increases exponentially.

If you have older children, they could do this with you and then serve as peer leaders for the younger children in your family.

The sweet spot for the children's book is between the ages of 7-9, though it appeals to younger children and some older. We have tested it with a wide range of student grades (K-5). Those too young to read the text were able to grasp the concepts by listening to the story and doing the activities with one-on-one help. Older students did well when serving as peer leaders since they were learning the materials to help younger students.

An alternative is to read or listen to the adult book in its entirety and review all the materials to prepare your lessons. Then you complete your guidebook activities right along with your children.

There is a rich learning opportunity for you and your children by listening and reading along with the story, and then discussing what you have learned by looking for the unique ways you “can” or “already do” use Leadership Garden principles and practices into your family life. The activities are designed to facilitate this reflective, learning, and discovery process.

Since children learn in a variety of ways, sometimes just listening is all they need. Please allow the children to learn and grow in a way that is natural to them. And if they prefer to just read the book that is fine too.

Lesson Planning:

The books and audios have two distinct parts. There are eight chapters in all.

- Part One consists of Chapter 1 & 2 to be conducted in two sessions. It explains the Leadership Garden metaphor and lays the foundation for the rest of the lessons in your book.
- Part Two consists of the **transition piece** - setting the stage that love and good choices are at the heart of all truly great leaders - and then proceeds to the U.N.I.Q.U.E. Tour consisting of Chapters 3 through 8.

If you begin the U.N.I.Q.U.E. Tour with the transition piece and then move right to Chapter 3, it will be a longer session of listening and activities, so plan accordingly. You could also use the transition piece as a wrap-up to the first two chapters.

The choice is yours whether you can dedicate nine sessions, with the transition piece being a short piece in between Part One and Two, or stick with just eight.

While the books are shorter than most on leadership, don't be fooled. There is a lot of information packed between those pages that make you think. Please don't attempt to tackle them in one or two settings. It is best to discuss, reflect, and allow things to germinate over eight or nine sessions.

This is a step-by-step process with each lesson building upon or reflecting back on the previous work. So while this looks like a linear process, it may take some twist and turns before you complete. Think holistically as you journey with Hugh. Commitment and patience will be the key.

Lesson Time:

CHILDREN:

Average time for each session is between 40-60 minutes

1. Listening/Reading time - between 9-15 minutes
2. “Hugh Wants to Know” questions for reflection and discovery - approximately 10 minutes
3. Activity time - between 20-35 minutes

The Audio Book Cue guide (at the end of this document) shows the run time for each chapter and corresponding pages in the printed book.

You can listen to the entire chapter with the “Hugh Wants to Know” questions before actually discussing them with the children and doing the activities, or stop the audio at that point and go straight to the activity session. Whichever way you prefer, the Cue Guide will help you determine the total listening time in order to easily navigate in and out of the book and audio book.

The discussion questions are asked by the main character of the book in an attempt to symbolize learning together with Hugh aka “you.” Much of what is taught in these lessons are things already known, but may have not been framed in terms of leadership. The intention is to draw out the leadership seeds growing inside and weeding those that don’t help you flourish.

Hugh he got his name from my oldest granddaughter when she was first learning to talk. She was visiting one day, while I was crafting my book, and needed help with something. She went to Grandpa and asked, “Grandpa, can “hugh” help me?” Her precious voice caught my attention and Hugh became my lead character’s name. I was surprised to later learn the name means heart, mind, or spirit. How perfect!

ADULTS and/or TEENS:

Average time for each session is between 40-65 minutes

1. Listening/Reading time - between 11-21 minutes
2. Guidebook Exercises with discussion time - between 30-45 minutes
3. Guidebook Exercises without discussion time - 15-30 minutes

Please Note: On some machines, the Mp3 downloadable audio version of the adult book may not run continuously from track to track, and the Chapters span across several tracks. Therefore, the audio book track guide for the adult book (at the end of this document) will help you not get lost and easily navigate in and out of the book and audio book.

Organizing your Materials:

I suggest you print the U.N.I.Q.U.E. KIDS: Activity Guide and place it in three-ringed binder with dividers for each chapter section and a resource section. If you aren't interested in the learning standards and research, you can skip those pages.

- In the front of your binder, create a timeline for each lesson.
- At the end of each lesson, include a few blank pieces of notebook paper to include any "Growth Tips" you observe in your children.
- Also, print and include this User Guide in the resource sections so you have everything in one place for easy reference.

Last but not least, I would greatly appreciate the completion of the feedback form on page 56 of the U.N.I.Q.U.E. KIDS Activity Guide.

You can mail or fax it to:

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In conclusion, I would like to express my gratitude for choosing to take the U.N.I.Q.U.E. Tour with Hugh. ☺

Bless you and may your family always thrive.

Love,



U.N.I.Q.U.E. KIDS: Growing My Leadership Garden
 Mp3 file - FINAL disk1
 Audio Book Cue Guide
 Chapters 1-4

Mp3 - FINAL disk1	Cue up	Approximate Audio Run Time
Introduction <i>(for adults)</i>	0:00	3:17
Chapter 1	3:19	9:31
<i>Part 1: Leadership Garden - <u>Page 1</u></i>		
<i>Discussion questions - <u>Page 15</u></i>		
Chapter 2	12:46	9:50
<i>Planting a Leadership Garden - <u>Page 17</u></i>		
<i>Discussion questions - <u>Page 29</u></i>		
Part 2 - Transition	22:36	4:23
<i>The U.N.I.Q.U.E Tour Begins - <u>Page 31</u></i>		
Chapter 3	27:01	14:32
<i>Understanding Field - <u>Page 37</u></i>		
<i>Discussion questions - <u>Page 53</u></i>		
Chapter 4	41:35	13:44
<i>Nurturing Meadow - <u>Page 55</u></i>		
<i>Discussion questions - <u>Page 69</u></i>		
Total Run Time	55:24	

U.N.I.Q.U.E. KIDS: Growing My Leadership Garden
 Mp3 file - FINAL disk2
 Audio Book Cue Guide
 Chapters 5-8

Mp3 FINAL disk2	Cue up	Approximate Run Time
Chapter 5	0:00	12:00
<i>Inventive Roost - <u>Page 71</u></i>		
<i>Discussion questions - <u>Page 82</u></i>		
Chapter 6	12:00	12:43
<i>Quality Yard - <u>Page 83</u></i>		
<i>Discussion questions- <u>Page 96</u></i>		
Chapter 7	24:40	10:38
<i>Unstoppable Pasture - <u>Page 97</u></i>		
<i>Discussion questions - <u>Page 108</u></i>		
Chapter 8	35:18	15:56
<i>Expression Pen - <u>Page 109</u></i>		
<i>Discussion questions - <u>Page 124</u></i>		
<i>Credits</i>	<i>49:54</i>	<i>1:14</i>
Total Run Time	51:11	

Total Story Time & Questions: 1 hour 35 minutes

Total Audio Run Time: 1 hour 40 minutes with introduction and credits

U.N.I.Q.U.E.: Growing the Leader Within
 Growing the Leader - Mp3 zip file
 Track Guide

Growing the Leader Tracks 1a – 2a	Track	Approximate Audio Run Time
Prologue <i>page vii</i>	1a	6:23
Introduction <i>page xi</i>	1b	3:09
Chapter 1	1c-1d	11:41
<i>Part 1& Leadership Garden – page 3</i>	<i>1c</i>	<i>4:30</i>
<i>Lesson Interlude – page 8</i>	<i>1d</i>	<i>7:11</i>
Chapter 2	1e-1h	15:40
<i>Planting a Leadership Garden – page 15</i>	<i>1e</i>	<i>3:08</i>
<i>Lesson Interlude – page 18</i>	<i>1f</i>	<i>3:11</i>
<i>Lesson Interlude continued – page 21</i>	<i>1g</i>	<i>4:37</i>
<i>Back to the garden – page 23</i>	<i>1h</i>	<i>4:44</i>
Part 2 - Transition	1i	4:23
<i>The U.N.I.Q.U.E Tour Begins – page 31</i>		
Chapter 3	1j-1m	21:20
<i>Understanding Field – page 37</i>	<i>1j</i>	<i>3:49</i>
<i>Lesson Interlude – page 39</i>	<i>1k</i>	<i>4:33</i>
<i>Lesson Interlude continued – page 42</i>	<i>1l</i>	<i>7:26</i>
<i>Back to the garden – page 46</i>	<i>1m</i>	<i>6:12</i>
Chapter 4	1n-2a	21:02
<i>Nurturing Meadow – page 57</i>	<i>1n</i>	<i>5:27</i>
<i>Lesson Interlude – page 60</i>	<i>1o</i>	<i>5:18</i>
<i>Lesson Interlude continued – bottom page 63</i>	<i>1p</i>	<i>4:13</i>
<i>Back to the garden – page 66</i>	<i>2a</i>	<i>6:44</i>

U.N.I.Q.U.E.: Growing the Leader Within
 Growing the Leader - Mp3 zip file
 Track Guide – Continued

Growing the Leader Tracks 2b – 2o	Track	Approximate Audio Run Time
Chapter 5	2b-2d	15:30
<i>Inventive Roost – page 75</i>	<i>2b</i>	<i>6:36</i>
<i>Lesson Interlude – page 79</i>	<i>2c</i>	<i>4:16</i>
<i>Back to the garden – page 84</i>	<i>2d</i>	<i>4:44</i>
Chapter 6	2e-2g	16:45
<i>Quality Yard – page 93</i>	<i>2e</i>	<i>6:51</i>
<i>Lesson Interlude – page 97</i>	<i>2f</i>	<i>3:13</i>
<i>Back to the garden – page 99</i>	<i>2g</i>	<i>6:41</i>
Chapter 7	2h-2j	15:02
<i>Unstoppable Pasture – page 107</i>	<i>2h</i>	<i>5:07</i>
<i>Lesson Interlude – page 110</i>	<i>2i</i>	<i>6:01</i>
<i>Back to the garden – page 114</i>	<i>2j</i>	<i>3:54</i>
Chapter 8	2k-2n	20:29
<i>Expression Pen – page 121</i>	<i>2k</i>	<i>4:29</i>
<i>Lesson Interlude – page 123</i>	<i>2l</i>	<i>5:02</i>
<i>Back to the garden – page 126</i>	<i>2m</i>	<i>4:10</i>
<i>Back to the continues – 129</i>	<i>2n</i>	<i>6:48</i>
Epilogue <i>page 137</i>	2o	3:53
Total Run Time	2 hours 55 minutes	