



SELF - CHECK - IN

A WHY AND HOW YOU SHOULD
GUIDE TO BE AND STAY - IN - TOUCH
WITH YOU AND YOUR DREAMS

A HWHQ HANDBOOK



1

INTRODUCTION

As an avid traveler, the one thing I know that gets everyone, well at least most people hyped-up is the check-in process:

- A. It is compulsory!
- B. The earlier the better.
- C. You need ALL of your VALID Documents
- D. It is also where you drop off most of your heavy luggage!



Even though this is so routine, you must still take extra care because the consequences of missing any part might mean a delayed or even canceled trip. I mean except you own the aircraft, all classes of travel are required to CHECK-IN, maybe at slightly differing times, but SURELY!!! Ok, I digress...

The entire time we prepare for Check-in, our whole mind is set on the destination!!! Now we all know and love the power that comes from Self-check-in, you are able to pick your seats, your meals, etc, you basically strut with pride into the airport with confidence, knowing you are set to go. If you've experienced both, I'm sure you will agree, self-check-in really is the most exhilarating pre-trip feeling!

Similarly, the same applies to us in our day-to-day lives. At every point in time, we have a destination (Goal) in mind, that one thing that keeps us up at night. What we do in between is what determines how these goals pan out.

As CEOs-at-Home, we have so much going on, and round the clock too, so much so, that we know we need time-off, but ironically, cannot find the time for it, all free slots are allocated to sleep or fun-related activities and it is so easy to get lost in all that frenzy but just like the airline check-in, we must MEET TO CHECK-IN with ourselves, the part of us that is sometimes so hidden but you recognize it when a similar scene plays out in your favorite show on Netflix.

This guide was created to help you have a better and more intentional relationship with YOU. It intends to make you a dedicated pilot in your life's journey, skilled, capable, and IN-CHARGE!

Every time you check-in you are on your way to a whole new level!

check-in /ˈtʃɛkɪn /

NOUN [mass noun, often as modifier] *the action of registering one's presence*, typically as a passenger at an airport: the check-in counter.

■ the point at which someone checks in.



To Check-in according to the Oxford Dictionary is to register one's presence, usually, we do so at the airport, mobile phones, hotels, etc, but sometimes, the one place you need to register your own presence most with is YOU!Because no one knows YOU better!!

When considering whether or not you should, then please consider these five reasons:

01

It is Compulsory: For a career as physically and psychologically demanding, you must PAUSE, to take the time to evaluate your self, your current state and the proximity to your dreams and goals

02

The earlier the better: There will always be something else competing for your time and attention, and the more you give, give and give yourself to loved ones, never-ending tasks, the more of yourself is spent. You must remember that you are the Engine Room, the Powerhouse that makes everything run smoothly, so consider this necessary servicing for you, as you would any machine. This service is usually scheduled in such a way the machine is still functioning and it is regular to avoid any malfunction.

03

You need all your VALID documents: In this case, these are the documents to get you to your intended destination. You know your deepest desires, your wildest dreams, and aspirations. What has been keeping you up? And you know how with Self-check-in, you can already view your seats, etc, it will help you have control and decide exactly what seat you want to occupy in your own journey, I recommend the pilot's (Oh, of course, you will need training) but you were born to fly and soar!

04

Baggage drop-off: While Doctors and therapists do the most phenomenal work and continue to contribute to world Science and knowledge, know this FACT, **NO ONE KNOWS YOU BETTER THAN YOU KNOW YOURSELF!** And as humans, we are mobile baggage, these check-in sessions are opportunities to drop them for a while (hopefully forever) and you will notice how they get lighter with each session. You know your history and journey so far, better than you can ever narrate, this automatically makes you the most qualified person to check-in with.

05

The last thing to consider is how exactly to make it happen, hence, this guide. Below, you'll find a step-by-step guide to performing and adopting Self-Check-In into your lifestyle...You are welcome!!!



SELF - CHECK - IN

STEP ONE: **BOOK THE APPOINTMENT:**

- *Set a date and time.*
- *Set an alarm on your phone, with description e.g Meeting with Queen/Empress (Your Name Here).*
- *Write it down on a post-it note and place it on a conspicuous spot (fridge, mirror or bedside table).*
- *This will help the event be etched in your memory and consciousness.*

STEP TWO: **PREPARE FOR THE APPOINTMENT:**

- Pick a suitable location devoid of distractions.
- Pick a location with a mirror, you have to see your host/guest.
- Select a statement outfit.
- Allow yourself to feel, give yourself permission to be vulnerable.
- Give access to every emotion available to you and prepare to explore.

STEP THREE: **PREPARE AN AGENDA:**

- *Draft up questions to be asked.*
- *Pick your Opening/Closing Music.*
- *Have a writing tool to take minutes of the meeting.*
- *Prepare to record the session, preferably audio-only, to avoid distractions (This will be a great resource for your archives).*

SELF - CHECK - IN

THE MEETING

SAMPLE AGENDA*

A. ARRIVAL:

Get seated and be comfortable

B. OPENING SONG:

A favorite to set the mood and tone of the meeting

C. CHECK-IN:

Register and acknowledge your presence; Reaffirm your mission and purpose statement by reading it out loud.

D. RECAP AND UPDATES:

Its been about 2months we last met and can you believe I actually lost 15pounds, totally crushing my goal. I also have been sleeping better, I now get a minimum of 8hours sleep and my mornings are just blissful, however, I am still yet to finish that book, I've been on it for 2 months!
(LATEST DEVELOPMENTS) I Paid for this Time Management course, it is a self-paced course, so I'm looking to commence the lessons on Monday, the 8th. Mommy will be visiting for a week, this will also give me about three days to amp up my rest. (GOAL UPDATE) I'm actually getting closer to my goal of being a public speaker, I know this because I have since taken up a volunteer position at our church to speak with the women, weekly, and the feedback has been great. I still have a long way to go, but I am proud of how far I've come.

E. BAGGAGE DROP-OFF:

Drops overweight baggage you know what?! I am exhausted, I could really use a 2-week solo vacation, I feel like sometimes I don't even know who I am anymore. I am so overwhelmed! For some reason, I don't feel like I'm living a purpose-driven life. I have so many ideas, I don't know where to begin. Bills, Bills, Bills! ? *Enter CHEERLEADER* You are doing amazing, you are a Rock star and you can be anything you want to be.

F. BOARDING:

(GOAL SETTING) By the next meeting on 8/7, I should have completed the course and the book.

G. CLOSING SONG:

(Victory anthem) A song or chant of victory, knowing I'm well on my way to crushing my dreams and building new ones, reminding me of how strong, capable, and marvelous I am!

****Now it is your turn!!!***

Feel free to print out the agenda on the next page, for your own check-in.



AGENDA: ARRIVAL

OPENING SONG

*(SET THE MOOD AND TONE FOR THE MEETING)

CHECK-IN

*(REGISTER AND ACKNOWLEDGE YOU'RE IN THE MEETING)

*(REAFFIRM YOUR MISSION AND PURPOSE STATEMENT)

BY READING IT OUT LOUD-DOES THIS STILL SOUND LIKE YOU?

RECAP AND UPDATES

*(RECAP OF THE LAST MEETING)

*(LATEST DEVELOPMENTS)

*(GOAL UPDATE + JOURNEY SUMMARY)

BAGGAGE DROP-OFF

*(GO DEEP WITHIN, THEN ANSWER THE FOLLOWING QUESTION, THE LONGEST WAY POSSIBLE - HOW ARE YOU REALLY DOING?)

*(NOW BE YOUR OWN CHEERLEADER)

BOARDING

(GOAL SETTING)

CLOSING SONG

(YOUR VICTORY ANTHEM)



ADDITIONAL QUESTIONS:

- What is my mission statement?
- Am I being fair and kind to myself?
- Have I been taking good care of myself, physically, psychologically?
- Have I been feeding my body with the right nutrition?
- Have I been asking for and accepting help?
- Are my dreams still alive?
- Are my dreams growing and flexible?
- Do I still believe in myself?
- What can I start/or keep doing, to take me closer to my dream?
- Is my tribe(friends) headed in the same direction as I am? Do I even have a tribe/squad?

YOU HAVE CHECKED-IN, DROPPED-OFF YOUR BAGGAGE,
RECEIVED YOUR BOARDING PASS, NOW YOU ARE ALL SET TO GO!
YOU NOW HAVE YOUR OWN PERMISSION TO PROCEED,
PROGRESS, AND SUCCEED!

SO, GO ON!!!

Live the life of your dreams, walk in your purpose, and make sure you enjoy your journey because you are headed for greatness!

See you at your next check-in!!!

Your Partner in Progress,

Bukky O

ABOUT HWHQ

Housewives HQ is a community purposely created to effect a paradigm shift from the concept 'stay-at-home' to LEAD-AT-HOME!

This platform is all about Self-Love, Growth, Leadership, and Home management for the Wife, Mom, Homemaker, and Individual in every Home CEO, helping them harness their innate leadership skills and providing support through networking.

At HWHQ, we believe it is possible for women to Live and Lead a daily life with fun, love, purpose, and fulfillment, as intentional, prepared, and refreshed leaders.

With this at our fore, it is our mission at HWHQ to help women all over the world, seek growth, draw inspiration, find fulfillment and realize their ability and potential of transforming themselves, their homes, and the World!





ABOUT THE AUTHOR

Bukky O is a Fun-Loving, Growth-Seeking, and Self-Development-Craving Wife, Mom of 3 and an intentional CEO-at-Home

She is also the Founder and CEO of Housewives HQ, a platform and community for fellow Home leaders around the world, looking to transform themselves, their homes, and ultimately, the world!