**Values Exercise**

Our values represent the essence of what’s important to us in life. They are our personal guiding principles that we work with in order to make sense of our lives. Values derive from many sources, change over time and can importantly affect what you do and how you do it. Identifying your own key values is therefore very significant for your personal and professional development.

This exercise will help you to get clear about which values are important to you and to help you to begin to understand how they impact your attitude, your decisions and your behaviour.

Follow the steps below:

1. Go through the values on the list below and mark any that are important to you. Do this instinctively and beware of choosing words that you feel you *should* choose. Remember this is your list.
2. If you notice any of your values are missing add them to the list.
3. Select your top ten of these (in any order).
4. Write your top ten value in the grid below both vertically and horizontally in the green boxes.
5. Using the horizontal list (top row) take each value in turn and decide whether it is more important to you than each of the other values you have listed vertically. Write down which of the two is most important to you in the box. (Avoid the temptation to think that comparing A with B will automatically give the same result as comparing B with A – weirdly it may not!) The shaded boxes should stay blank as this is where the words are the same.
6. Repeat the process for the vertical list (left column), writing the value that is most important to you in the box.
7. When the grid is completed and there is a value written in each box, count the number of times each value appears and then list them in order of frequency to get your Hierarchy of Values.
8. Reflect on your top values and capture key thoughts on the final page.

*(A worked example is shown below)*

**List of Values:**



**Prioritising your Values**



**Hierarchy of Values**



**Reflections**