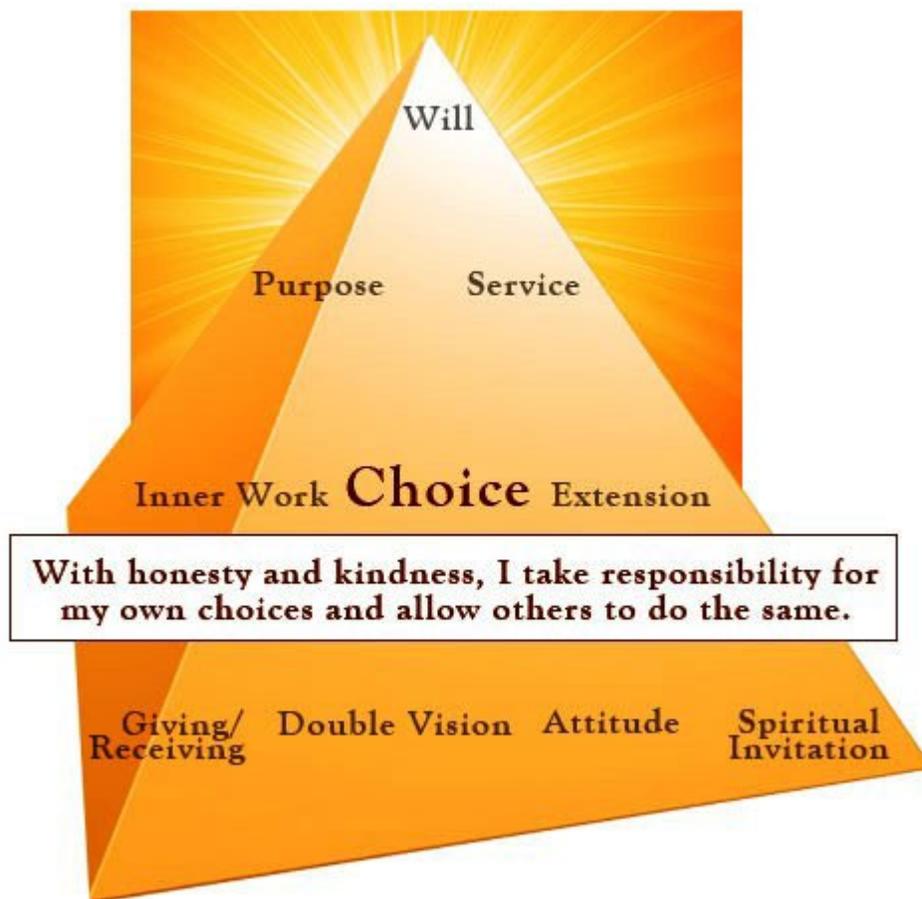


# The Clarion Way

## UNIVERSAL TRIBUTE FIVE - *THE POWER OF CHOICE:* *From Self-Responsibility to Inner Freedom*



### UNIVERSAL TRIBUTES COURSE

Institute for the Advancement of Service  
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The Universal Tributes courses are based upon the teachings of Susan S. Trout's four books, available for free PDF download on the Institute's website ([www.showanotherway.org](http://www.showanotherway.org)): *Born to Serve: The Evolution of the Soul Through Service*; *The Awakened Leader: Leadership as a Classroom of the Soul*; *The Clarion Call: Leadership and Group Life in the Aquarian Era*; and *To Show Another Way: How to Learn, Heal, and Serve at a Time of Crisis on Planet Earth*.

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## UNIVERSAL TRIBUTE COURSE FIVE

### *From Self-Responsibility to Inner Freedom*

#### Course Description

*Choice translates into change only when it is preceded by purpose and followed by action.*

~ from *Born to Serve*

#### PURPOSE

To support individuals as they learn to monitor their inner state and choose outer actions that serve the wellbeing of self and others

#### BENEFITS

1. To observe the dynamic relationship between your inner state and your choice of appropriate actions
2. To practice choice by speaking the truth with honesty and kindness
3. To experience the self-responsibility of choosing your beliefs, attitudes, speech and actions and allowing others to do the same
4. To choose to use life experiences as opportunities to heal, grow and serve

#### CHOOSING TO WORK WITH THIS COURSE

Are you seeking to find meaning and purpose in your life? Do you wish to strengthen your ability to make choices that support living your life fully and completely in a world of constant challenge and change? Would you like to have a tool that helps you see yourself and others through “spiritual eyes?” Are you looking for ways to learn how to be self-responsible for your thoughts, actions, and words?

This course invites you to devote yourself to beginning (or deepening) your spiritual journey using the psychological-spiritual tool of the Ten Universal Tributes. As a universal and cohesive philosophical framework, the Tributes focus on ten essential aspects of one’s life journey: will, purpose, service, inner work, choice, giving and receiving, extension, double vision, attitude, and spiritual invitation. The Tributes are intended to serve as a gentle entry into witnessing and working consciously with your inner state while relating to those in your personal, family, and work life.

The word “tribute” describes the intentionality and quality of one person’s relationship with another person. Being in the presence of another human being and having an opportunity to serve them is a tribute, a gift. In giving a tribute, one holds all one gives, says, or does in a spirit of gratitude, respect, and honor. The framework of the Ten Universal Tributes is a way to learn how to unify personal healing and service.

There are ten discrete Universal Tributes courses, each designed to work with one Tribute and its Tenets for one month. The suggested one-month timeframe for each Tribute allows you to work with the material and integrate its teaching at a gradual pace. The Universal Tribute course on *choice* supports your power to choose through the understanding and practice of Tribute Five: **With honesty and kindness, I take responsibility for my own choices and allow others to do the same.**

## Objectives

1. To become acquainted with the Ten Universal Tributes
2. To study the concepts in Tribute Five and its Tenets
3. To observe and recognize your inner state through inner work
4. To observe the role of choice and responsibility with respect to yourself and others
5. To experience self-responsibility in choosing your beliefs, attitudes, speech, and actions and allowing others to do the same

## Topics Covered

- The Ten Universal Tributes as a Spiritual Roadmap
- Tribute Five and its Tenets: *With honesty and kindness, I take responsibility for my own choices and allow others to do the same*
- Understanding and Practicing Choice
- Understanding and Practicing Self-Responsibility

## Recommendations for how to best study this course

- Read portions of *Born to Serve* by Susan S. Trout as indicated throughout the course materials. *Born to Serve* can be downloaded in PDF format from the Institute's website ([www.showanotherway.org](http://www.showanotherway.org)). You may also request a free hard copy of the book by emailing [info@showanotherway.org](mailto:info@showanotherway.org).
- Follow the designated study steps and complete the reading and worksheet assignments. The course was designed to be completed in one month and it is recommended you spend at least one month on each of the ten Tribute courses or whichever of the ten courses you choose to study.
- Spend approximately one-half to one hour each day to complete the course.
- Apply the course material in your personal and work life. Practice is essential!
- Repeat the course or spend more time on any section to deepen your work with the course materials

## Recommended Study Steps

1. Read Information Handout 1-1, *Universal Tributes: A Spiritual Roadmap*
2. Read Information Handout 1-2, *Tribute Five and Tenets*
3. Read *Born to Serve*, Chapter One, "The Power of Choice," pages 25-26
4. Work with Support Tool Worksheet 1-1, *Partnering with the Tributes: Suggestions*
5. Complete Support Tool Worksheet 1-2, *Choice*
6. Complete Support Tool Worksheet 1-3, *Self-Responsibility*
7. Complete Support Tool Worksheet 1-4, *Course Check-In*

### **Suggestions for Daily/Weekly Study**

- **Daily:** Spend a minimum of 10 minutes in meditation or “silent time”
- **Daily:** Keep a journal for the written exercises and for your reflections about Tribute Five and its Tenets
- **Daily:** Practice the Centering Exercise and Witnessing Exercise described in *Born to Serve* (pp. 246-247)
- **Weekly:** Each week throughout the month, focus on one or two of the tenets of Tribute Five (perhaps choosing a different tenet each week). Write out the tenet and place it where you will notice it several times a day. In the evening or before bed, reflect on the day, noticing how the tenet has guided or framed your day.

# UNIVERSAL TRIBUTES: A Spiritual Roadmap

## Information Handout 1-1

- The Ten Universal Tributes and their Tenets, received as inspired teachings by Susan Trout in 1990:
- Show us how to shift our thoughts, actions, and words in order to look within rather than without for wholeness. In this way, the Tributes provide a roadmap for becoming self-responsible. They are an inherent aspect of the foundational teachings of The Soul and Service Trilogy.<sup>1</sup>
- Serve as a guide for actualizing the unity of personal healing and service
- Address the quality of the inner state of the server and the relationship of the server's inner state to the quality of service
- Use the word "tribute" to describe the intentionality and quality of our relationships with others. Being in the presence of another human being and having an opportunity to serve them is a tribute, a gift. In giving a tribute, we hold all we give, say, or do in a spirit of gratitude, respect, and honor.
- View life from a cohesive philosophical framework that can guide us through significant changes in our lives
- Form a philosophical framework that provides knowledge about psychological and spiritual development and offers ways to practice that knowledge in daily life
- Provide guidance for learning and practicing self-responsibility for thoughts, actions, and words
- Provide a sense of purpose and meaning to the ebb and flow of our lives by offering us sustenance, reassurance, acknowledgement and honor
- Can be practiced in any order.

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<sup>1</sup> *The Soul and Service Trilogy*, by Susan S. Trout, PhD, is comprised of three books: *Born to Serve: The Evolution of the Soul Through Service*, with a Foreword by His Holiness the Dalai Lama; *The Awakened Leader: Leadership as a Classroom of the Soul*; and *The Clarion Call: Leadership and Group Life in the Aquarian Era*.

## **THE TEN UNIVERSAL TRIBUTES**

1. My life goal is to align my will with Divine Will and to increase the time I function in this state of Higher Knowing. (Key Word: WILL)
2. I know my chosen life's purpose is in alignment with a Higher Purpose for me when I am inspired and when I experience the joy, spontaneity, and gratitude of service. (Key Word: PURPOSE)
3. Divine Will works through me as me when I have no attachment to the form of the task and no expectations of outcome. (Key Word: SERVICE)
4. By continually doing my inner work, I engender compassion for myself and others. (Key Word: INNER WORK)
5. With honesty and kindness, I take responsibility for my own choices and allow others to do the same. (Key Word: CHOICE)
6. I use each encounter as a reflection of either a remembrance of Divine Love or a grievance I continue to hold against myself or another. (Key Word: EXTENSION)
7. I acknowledge the reciprocal relationship between giving and receiving, understanding that both are essential for the wellbeing of myself and others. (Key Word: GIVING and RECEIVING)
8. I see the external reality of a situation as well as seeing beyond it to the personal lessons, inner strength, and spiritual essence of myself and others. (Key Word: DOUBLE VISION)
9. I support my healing process and that of others with patience, gentleness, and unconditional acceptance. (Key Word: ATTITUDE)
10. I accept the reality of the presence of Divine Love within my own mind and invite others to accept that same Love within themselves. (Key Word: SPIRITUAL INVITATION)

## **TRIBUTE FIVE and Its TENETS**

### **Information Handout 1-2**

#### **TRIBUTE FIVE**

**With honesty and kindness, I take responsibility for my own choices  
and allow others to do the same.**

#### **TENETS**

1. The courage to heal, grow, and serve begins with being honest with myself about who I am and who I choose to become.
2. The wellbeing of myself and others depends on my ability to be honest without attack or condemnation.
3. Honesty asks that I speak the truth with compassion and self-responsibility.
4. I am free to choose my inner attitude regarding any given life circumstance; I can always choose again.
5. Once I choose again, I must do the inner work necessary to make that choice a reality.
6. I can only choose beliefs and attitudes for myself; I cannot choose them for another.
7. When I do not allow others to make their own choices or to take responsibility for themselves, I impose my will; by imposing my will, I disempower others, depriving them of the freedom of choice and the opportunity to discover their own uniqueness and their own inner strength.
8. I am responsible for the meaning and purpose I bring to my life and for choosing to learn and serve.

## **PARTNERING WITH TRIBUTE FIVE: Suggestions**

### **Support Tool Worksheet 1-1**

**Purpose and Directions:** To experience greater ease in integrating and practicing Tribute Five and its Tenets in daily personal and work life, use the tools and suggestions below.

#### **Suggested Schedule for Your Month's Work with Tribute Five**

- Daily – spend a minimum of 10 minutes in meditation or “silent time”
- **Week 1** – Complete Study Steps 1 through 4, work with at least one suggestion below to integrate and practice Tribute Five and its Tenets, and read Information Handout 1-1 at least 2 times/week.
- **Week 2** – Complete Support Tool Worksheet 1-2, continue using suggestions of your choice from the selections below, and read Information Handout 1-1 at least 2 times/week.
- **Week 3** - Complete Support Tool Worksheet 1-3, continue using suggestions of your choice from this Worksheet, and read Information Handout 1-1 at least two times per week.
- **Week 4** – Complete Support Tool Worksheet 1-4, continue using suggestions of your choice from the selections below, and read Information Handout 1-1 at least 2 times/week.

#### **General Suggestions (can be used all month)**

- Keep a journal for the written exercises and for your reflections about Tribute Five and its Tenets
- Do the Autogenic Centering and Relaxation Exercise (see Support Tool Worksheet 1-2) as needed before the study steps and throughout the day

#### **Specific Suggestions (select one or two each week)**

- Use body movement such as dance or acting out to express the meaning of the Tribute or a Tenet and to improve your memory of its message
- Make an acronym from the first letters of key words as a way to remember the Tribute or Tenet
- Express the meaning of the Tributes and Tenets artistically by making a collage, drawing, painting, sculpting, writing poetry, or composing a song

# CHOICE

## Support Tool Worksheet 1-2

### Tribute Five

**With honesty and kindness, I take responsibility for my own choices  
and allow others to do the same.**

#### Supportive Tenets

- Tenet 2: The wellbeing of myself and others depends on my ability to be honest without attack or condemnation.
- Tenet 4: I am free to choose my inner attitude regarding any given life circumstance; I can always choose again.
- Tenet 5: Once I choose again, I must do the inner work necessary to make that choice a reality.
- Tenet 6: I can only choose beliefs and attitudes for myself; I cannot choose them for another.

#### Understanding and Practicing Choice

Choice is an activity of our will. Choice is the vehicle we use to decide how we will show up in the world in our daily lives and in our work. Choice determines the nature of our relationships and whether we feel our life has purpose and meaning. In every moment, we have the power to choose our attitudes, beliefs, motivations, and acts of service. By choice, we confront our personal habits and behaviors we wish to change or transcend.

By choice, we take responsibility for our physical, mental, emotional, and spiritual wellbeing. There is nothing we can think, say, do, or believe that does not involve making a conscious or unconscious choice to do so. Often, we want to make another choice to bring about change in some aspect of our lives, but we fail to do so because of past emotional wounds and our past failures to follow through with the choices we have made to improve ourselves in some way.

When we make a choice, we simultaneously accept the responsibility that comes with making the choice a reality and accept the consequences – the feelings and inner attitudes that occur as a result of making the choice.

Service provides a context to choose to monitor our inner state. We monitor our inner state by shifting the mind from an outer focus to an inner contemplation. This inner contemplation, in turn, allows us to investigate our motivations for serving. When we, as servers, focus on the quality of the mind, service becomes a powerful classroom for personal learning and growth.

## Autogenic Centering and Relaxation Exercise

Because our wills – and thus our ability to make choices – have either been wounded or underdeveloped in some way, working with the topic of choice can trigger past memories and present anxieties. For this reason, we need to cultivate a sense of calm within ourselves before proceeding with the Support Tools of this course. Autogenics, as defined by neurosurgeon Norman Shealy, means self-regulation and is a simple and effective method for experiencing inner calm in the midst of upset or stress. (Norman Shealy, M.D., Health: A Manual of Biofeedback Exercises, Springfield, MO, Shealy Institute, 1975, p. 93)

Do the Autogenic Exercise before you begin your work with the Support Tool Worksheet questions below. You may either memorize the following phrases or record them so you can listen to them with eyes closed and experience them in a deeper way.

Assume a comfortable sitting or lying down position. With eyes closed, breathe slowly, and repeat each of the following phrases three times silently to yourself, then pause 8-10 seconds, as shown below.

My arms and legs are heavy and warm. (pause 8-10 seconds)

My arms and legs are heavy and warm. (pause 8-10 seconds)

My arms and legs are heavy and warm. (pause 8-10 seconds)

My heartbeat is calm and regular. (pause 8-10 seconds)

My heartbeat is calm and regular. (pause 8-10 seconds)

My heartbeat is calm and regular (pause 8-10 seconds)

My body breathes itself. (pause 8-10 seconds)

My body breathes itself. (pause 8-10 seconds)

My body breathes itself. (pause 8-10 seconds)

My abdomen is warm. (pause 8-10 seconds)

My abdomen is warm. (pause 8-10 seconds)

My abdomen is warm. (pause 8-10 seconds)

My forehead is cool. (pause 8-10 seconds)

My forehead is cool. (pause 8-10 seconds)

My forehead is cool. (pause 8-10 seconds)

My mind is quiet and still. (pause 8-10 seconds)

My mind is quiet and still. (pause 8-10 seconds)

My mind is quiet and still. (pause 8-10 seconds)

I feel peaceful. (pause 1 minute)

As I open my eyes, I take a deep, relaxing breath and a big, comfortable stretch, feeling my body filled with perfect, loving energy.

## Self-Inquiry Exercise

**Step One:** Read again "The Power of Choice" section in *Born to Serve* (pages 25-26), then answer the self-inquiry question below.

What ideas from this reading resonate with me about my own way of making choices?

**Step Two:** Circle the recurring key words, phrases, ideas, and sub-themes in Tribute Five and the four Tenets at the beginning of this Worksheet. Write them below:

How have these key words come alive for me by showing up in my daily life (in conversation, poems, songs, the news)?

**Step Three:** Recall and briefly describe a recent choice you made that was important to you, then journal on the self-inquiry questions below.

What was my purpose/reason for making this choice?

Did I deliberate about the choice before making it? How did I do that?

How would I describe my experience of responsibility and the consequences for the choice I made?

How does/did my choice serve me? Serve others?

**References:**

Norman Shealy, M.D., *Health: A Manual of Biofeedback Exercises*, Springfield, MO, Shealy Institute, 1975.  
Susan S. Trout, PhD, *Born to Serve: The Evolution of the Soul Through Service*. Alexandria, VA: Three Roses Press, ©1997.

## **SELF-RESPONSIBILITY**

### **Support Tool Worksheet 1-3**

*One of the main themes of Tribute Five is self-responsibility.*

#### **Tribute Five**

**With honesty and kindness, I take responsibility for my own choices  
and allow others to do the same.**

Tenet 7: When I do not allow others to make their own choices or to take responsibility for themselves, I impose my will; by imposing my will, I disempower others, depriving them of the freedom of choice and the opportunity to discover their own uniqueness and their own inner strength.

#### **Supportive Tenets**

The following tenets of Tribute Five support the theme of self-responsibility:

Tenet 1: The courage to heal, grow, and serve begins with being honest with myself about who I am and who I choose to become.

Tenet 2: The wellbeing of myself and others depends on my ability to be honest without attack or condemnation.

Tenet 3: Honesty asks that I speak the truth with compassion and self-responsibility.

Tenet 6: I can only choose beliefs and attitudes for myself; I cannot choose them for another.

Tenet 8: I am responsible for the meaning and purpose I bring to my life and for choosing to learn and serve.

#### **Autogenic Exercise**

Before you begin your work with this Support Tool, do the following relaxation and centering practice.

Assume a comfortable sitting or lying down position. With eyes closed, breathe slowly, and repeat each of the following phrases three times silently to yourself, pausing 8-10 seconds after each phrase. (See Support Tool Worksheet 1-2 for more detailed instructions.)

My arms and legs are heavy and warm.

My heartbeat is calm and regular.

My body breathes itself.

My abdomen is warm.

My forehead is cool.

My mind is quiet and still.  
I feel peaceful.

As I open my eyes, I take a deep relaxing breath and a big comfortable stretch, feeling my body filled with perfect, loving energy.

### **Self-Inquiry Exercise**

**Step One:** Circle the recurring key words, phrases, ideas, and sub-themes in this Tribute and its supportive Tenets on the previous page. Write them below:

Choose two or three of these words or ideas and consider how the concept is fundamental to being self-responsible. For example, ask yourself: “How is choice fundamental to being self-responsible?” Or, “How is being honest with myself necessary to my being self-responsible?”

Describe a situation in which you were able to be honest without attack or condemnation. In what way is this an example of my being self-responsible?



