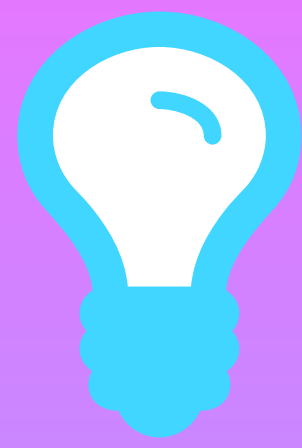




MASTERMIND CLASS & CLINIC 2026 E-BOOK AND TOOLKIT



Master Life Coach
Charlie Winburn



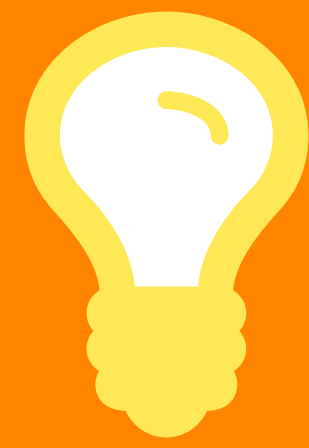
Coach Chuck Futel



Coach Dan Ray

WHY DO MOST PEOPLE LACK TRANSPARENCY?

By Charles E. Winburn, M.Ed.



MASTERMIND CLASS & CLINIC 2026



Master Life Coach
Charlie Winburn



Coach Chuck Futel



Coach Dan Ray

WHAT IS TRANSPARENCY?

By Charles E. Winburn, M.Ed.

Disclaimer: This teaching is for religious and educational purposes only and is not designed to diagnose or give medical or psychological advice whatsoever. Please seek the advice of your medical doctor, psychologist, or counselor.

Resources

We do not have any ownership stakes or financial investment in these businesses. They are wonderful services that could potentially benefit you.

Aim for Wellbeing
The Christ Hospital

513-791-5521

***AIM for Wellbeing: Integrative
and Functional Medicine***

Life Extension

**Research-based vitamins
and minerals**

855-874-9087

John H. Thomas, Ed.D.

Clinical psychologist

513-961-5682

(24-hour answering service)

Amen Clinics

Brain SPECT Imaging

877-311-2828

Natural ways to heal your body

Clifton Natural Foods

336 Ludlow Avenue

Cincinnati, OH 45220

513-961-6111

Ohio Domestic Violence Network (ODVN) Helpline

1-800-934-9840

www.odvn.org

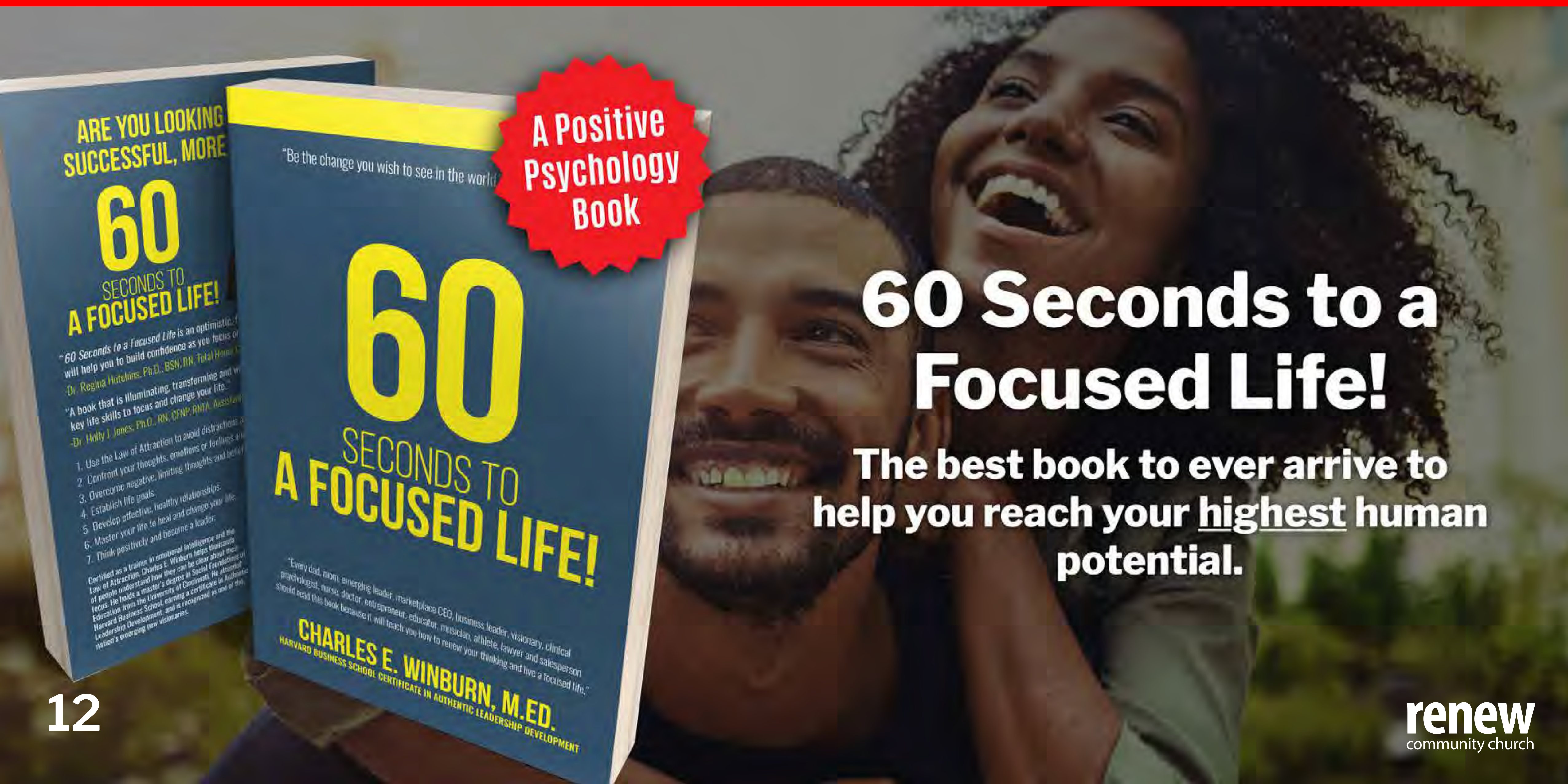
National Domestic Violence Hotline

1-800-799-SAFE (7233)

1-800-787-3224 (TTY)

www.thehotline.org

Visit today: **60SecondsToAFocusedLife.com**



A Positive
Psychology
Book

60 Seconds to a Focused Life!

The best book to ever arrive to
help you reach your highest human
potential.

ARE YOU LOOKING
SUCCESSFUL, MORE

60

SECONDS TO
A FOCUSED LIFE!

"60 Seconds to a Focused Life is an optimistic, practical book that will help you to build confidence as you focus on your goals."
-Dr. Regina Hutolins, Ph.D., BSN, RN, Total Home Care

"A book that is illuminating, transforming and will help you master key life skills to focus and change your life."
-Dr. Holly J. Jones, Ph.D., RN, CFNP, RNTA, Assistant Professor

1. Use the Law of Attraction to avoid distractions and achieve your goals.
2. Confront your thoughts, emotions or feelings and beliefs.
3. Overcome negative, limiting thoughts and beliefs.
4. Establish life goals.
5. Develop effective, healthy relationships.
6. Master your life to heal and change your life.
7. Think positively and become a leader.

Certified as a trainer in emotional intelligence and the Law of Attraction, Charles E. Winburn helps thousands of people understand how they can be clear about their focus. He holds a master's degree in Social Foundations of Education from the University of Cincinnati. He attended Harvard Business School, earning a certificate in Authentic Leadership Development, and is recognized as one of the nation's emerging new visionaries.

60

SECONDS TO
A FOCUSED LIFE!

CHARLES E. WINBURN, M.ED.
HARVARD BUSINESS SCHOOL CERTIFICATE IN AUTHENTIC LEADERSHIP DEVELOPMENT

**Lying lips are an abomination to
the Lord but they that deal truly
are his delight.**

Proverbs 12:22

**Wherefore putting away lying,
speak every man truth with his
neighbour for we are members
one of another.**

Ephesians 4:25

**Lie not one to another, seeing that
ye have put off the old man with
his deeds;**

Colossians 3:9

**Ye shall not steal, neither deal
falsely, neither lie one to another.**

Leviticus 19:11

**A Psalm of David. Lord, who shall
abide in thy tabernacle? who
shall dwell in thy holy hill? He that
walketh uprightly, and worketh
righteousness, and speaketh the
truth in his heart.**

Psalm 15:1-2

**A good man sheweth favour, and
lendeth he will guide his affairs
with discretion.**

Psalm 112:5

**Keep thy tongue from evil, and
thy lips from speaking guile.**

Psalm 34:13

**A proud look, a lying tongue, and
hands that shed innocent blood.**

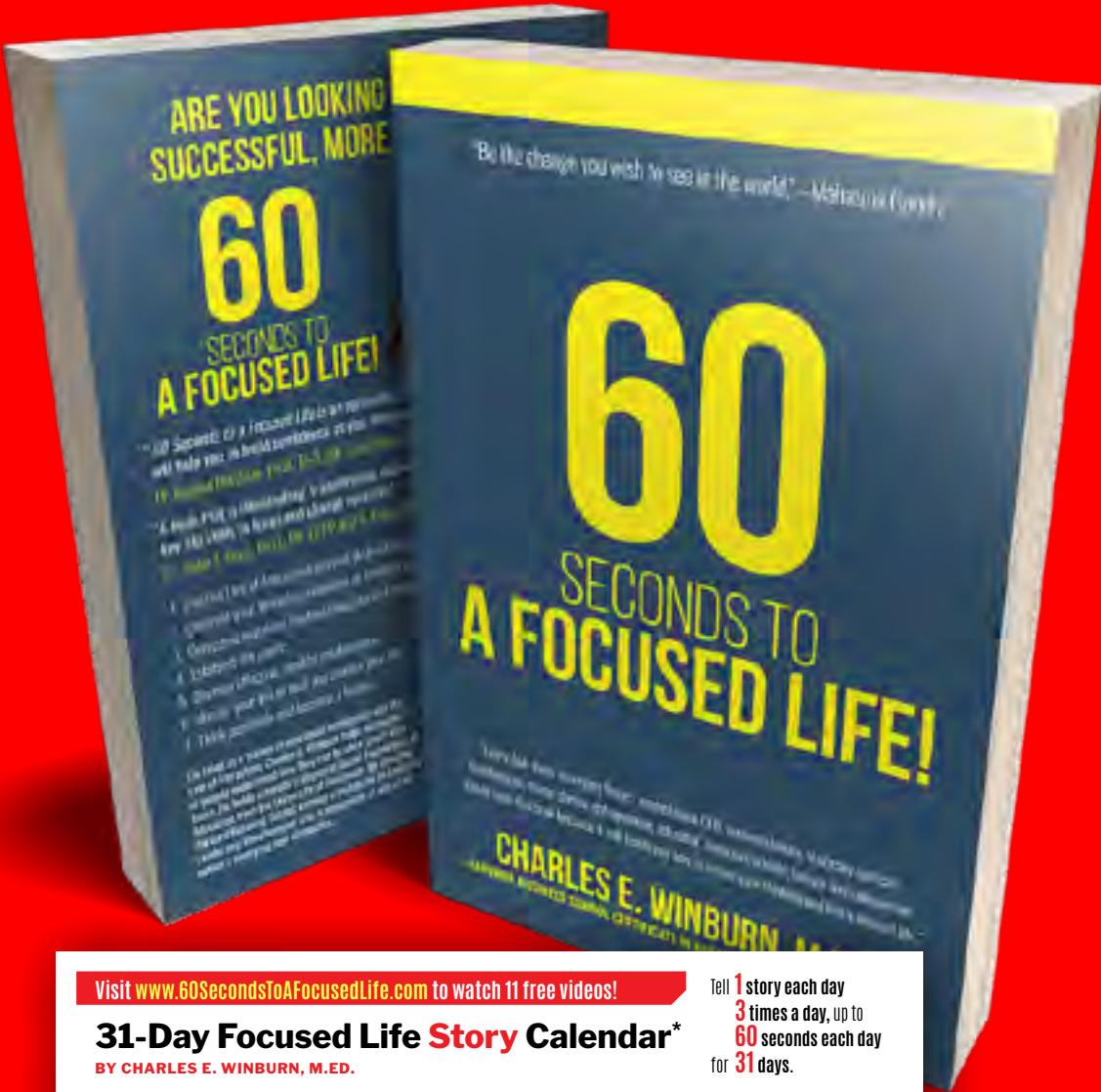
Proverbs 6:17

**A faithful witness will not lie
but a false witness will not
be unpunished.**

Proverbs 14:5

**Every man shall kiss the lips
that doeth speak.**

Proverbs 24:26



Visit www.60SecondsToAFocusedLife.com to watch 11 free videos!

Tell 1 story each day
3 times a day, up to
60 seconds each day
for 31 days.

31-Day Focused Life Story Calendar*
BY CHARLES E. WINBURN, M.ED.

LEARN HOW TO WRITE YOUR OWN STORY! SEE CHAPTER 38 IN 60 SECONDS TO A FOCUSED LIFE!

DAY 1 It is my divine and human right to have fun today.	DAY 2 It is my divine and human right to be happy today.	DAY 3 It is my divine and human right to be in love and express my love today.	DAY 4 It is my divine and human right to walk in love and express by the Holy Spirit today.	DAY 5 It is my divine and human right to walk in wisdom and the skill of God today.	DAY 6 It is my divine and human right to experience serenity today.	DAY 7 It is my divine and human right to forgive myself and others today.
DAY 8 It is my divine and human right to love today.	DAY 9 It is my divine and human right to be joyful and have a great outlook on life today.	DAY 10 It is my divine and human right to be peaceful, joy and peace in the universe and live earth today.	DAY 11 It is my divine and human right to feel safe today.	DAY 12 It is my divine and human right to walk in the illumination and kindness of God today.	DAY 13 It is my divine and human right to be kind to self and others today.	DAY 14 It is my divine and human right to be harmonious today.
DAY 15 It is my divine and human right to walk in courage today.	DAY 16 It is my divine and human right to be successful in all and others and share success today.	DAY 17 It is my divine and human right to be free and speak the freedom today.	DAY 18 It is my divine and human right to live in the presence of God today.	DAY 19 It is my divine and human right to live, move and have my being in God today.	DAY 20 It is my divine and human right to renew my mind today.	DAY 21 It is my divine and human right to be more than a consumer over my spiritual, health and mental life today.
DAY 22 It is my divine and human right to do all things through Christ who strengthens me today.	DAY 23 It is my divine and human right to pray in peace and stillness today.	DAY 24 It is my divine and human right to walk in the will of God. I trust in God today.	DAY 25 It is my divine and human right to focus on what I want. I focus on happiness today.	DAY 26 It is my divine and human right to feel good every 60 seconds today.	DAY 27 It is my divine and human right to have great relationships today.	DAY 28 It is my divine and human right to prosper and walk in all the fullness of God's emotions today.
DAY 29 It is my divine and human right to be transformed and renewed in my heart today.	DAY 30 It is my divine and human right to walk in divine health and healing today.	DAY 31 It is my divine and human right to have plenty of money and materials to bless others today.	*It takes approximately 21 days to get rid of a negative vibration. In 31 days, you will have created for yourself a positive and life-changing emotional vibration.			

© Leadership Concepts LLC, Charles E. Winburn. All rights reserved.

LEADERSHIP CONCEPTS LLC

Definitions of transparency

AI Research

60SecondsToAFocusedLife.com

- 1. Transparency as Visibility:**
The act of making information, processes, and decisions openly accessible so stakeholders can see what is happening.

- 2. Transparency as Honest:**
The practice of sharing truthful, complete, and timely information, even when it is inconvenient or exposes mistakes.

3. Transparency as Accountability: The expectation that individuals and organizations can be held responsible for their actions because their choices are observable and traceable.

4. Transparency as Open Communication: Ongoing, clear, and two-way communication that invites questions, feedback, and verifiable explanations.

5. Transparency as Integrity in Processes: Designing systems and procedures so how decisions are made is as clear as the outcomes themselves.

6. Transparency as Stakeholder Inclusion: Involving relevant parties in the information-sharing process to build trust and legitimacy.

7. Transparency as Standards

Alignment: Aligning disclosures with recognized norms, metrics, and benchmarks so information is comparable and credible.

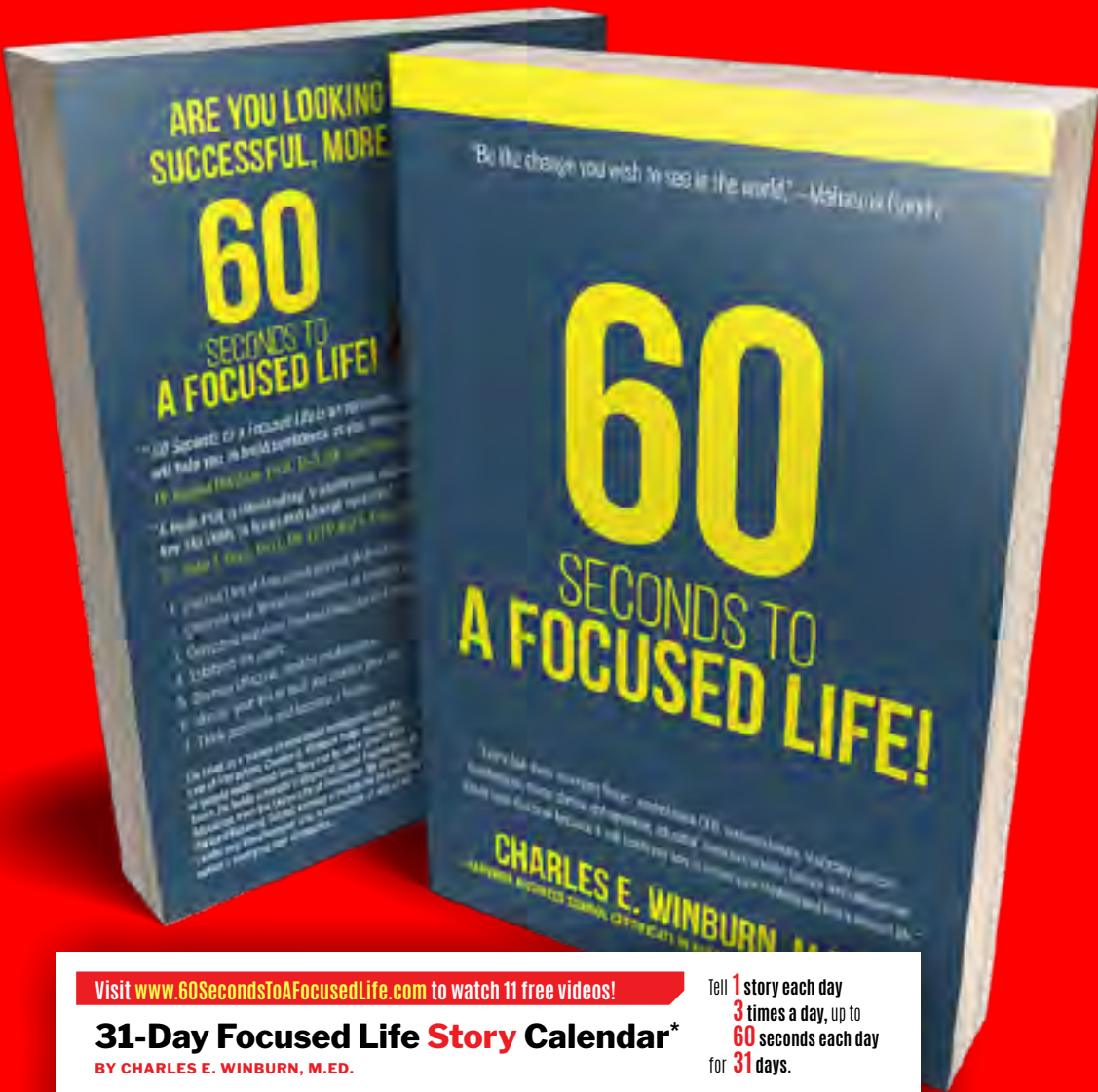
8. Transparency as Risk

Visibility: Revealing potential risks, uncertainties, and assumptions rather than concealing them.

9. Transparency as Governance

Clarity: Clear roles, responsibilities, and decision-making criteria within organizations, openly documented.

10. Transparency as Ethical Accountability: A moral commitment to openness that respects rights to information, fairness, and informed consent.



Visit www.60SecondsToAFocusedLife.com to watch 11 free videos!

Tell 1 story each day
3 times a day, up to
60 seconds each day
for 31 days.

31-Day Focused Life Story Calendar*
BY CHARLES E. WINBURN, M.ED.

LEARN HOW TO WRITE YOUR OWN STORY! SEE CHAPTER 38 IN 60 SECONDS TO A FOCUSED LIFE!

DAY 1 It is my divine and human right to have fun today.	DAY 2 It is my divine and human right to be happy today.	DAY 3 It is my divine and human right to walk in love and express my love today.	DAY 4 It is my divine and human right to walk in grace and to feel by the Holy Spirit today.	DAY 5 It is my divine and human right to walk in wisdom and the skill of God today.	DAY 6 It is my divine and human right to experience serenity today.	DAY 7 It is my divine and human right to forgive myself and others today.
DAY 8 It is my divine and human right to love today.	DAY 9 It is my divine and human right to be joyful and to have a great outlook on life today.	DAY 10 It is my divine and human right to joy and peace in the universe and the earth today.	DAY 11 It is my divine and human right to feel safe today.	DAY 12 It is my divine and human right to walk in the illumination and kindness of God today.	DAY 13 It is my divine and human right to be kind to self and others today.	DAY 14 It is my divine and human right to be harmonious today.
DAY 15 It is my divine and human right to walk in courage today.	DAY 16 It is my divine and human right to be confident in God and others and about my future today.	DAY 17 It is my divine and human right to be free and joyful in freedom today.	DAY 18 It is my divine and human right to live in the presence of God today.	DAY 19 It is my divine and human right to live, love and have my being in God today.	DAY 20 It is my divine and human right to renew my mind today.	DAY 21 It is my divine and human right to be more than a consumer over my spiritual, health and mental life today.
DAY 22 It is my divine and human right to do all things through Christ who strengthens me today.	DAY 23 It is my divine and human right to pray in peace and to have peace today.	DAY 24 It is my divine and human right to walk in the will of God. I trust in God today.	DAY 25 It is my divine and human right to focus on what I want. I focus on happiness today.	DAY 26 It is my divine and human right to focus on what I want. I focus on happiness today.	DAY 27 It is my divine and human right to have great relationships today.	DAY 28 It is my divine and human right to prosper and walk in all the fullness of God's promises today.
DAY 29 It is my divine and human right to be transformed and renewed in my heart today.	DAY 30 It is my divine and human right to walk in divine health and healing today.	DAY 31 It is my divine and human right to have plenty of money and materials to bless others today.	* It takes approximately 21 days to get rid of a negative vibration. In 31 days, you will have created for yourself a positive and life-changing emotional vibration.			

LEADERSHIP CONCEPTS LLC

What is honest transparency?

AI Research

60SecondsToAFocusedLife.com

1. Honest Transparency as Complete Disclosure

- **Definition: The practice of openly sharing all relevant information, including both positive and negative aspects, without withholding critical details.**

- **Explanation: This builds trust by eliminating hidden agendas. It requires balancing completeness with sensitivity to privacy or security, but prioritizes making information accessible and verifiable for stakeholders.**

2. Honest Transparency as Intentional Clarity

- Definition: Communicating intentions, purposes, and decision-making processes clearly so others understand why choices are made.**

- **Explanation: Clarity reduces ambiguity and misinterpretation. It emphasizes narrative around actions (the “why” behind the “what”) to align expectations and reduce guesswork.**

3. Honest Transparency as Accountability-Driven Openness

- **Definition: Openness that is paired with accountability, where actions are traceable, outcomes are measured, and responsibility is assigned.**

- **Explanation: Transparency is meaningful when it links information to responsibility. This encourages follow-through, motivates ethical behavior, and makes it easier to address mistakes.**

4. Honest Transparency as Accessible Communication

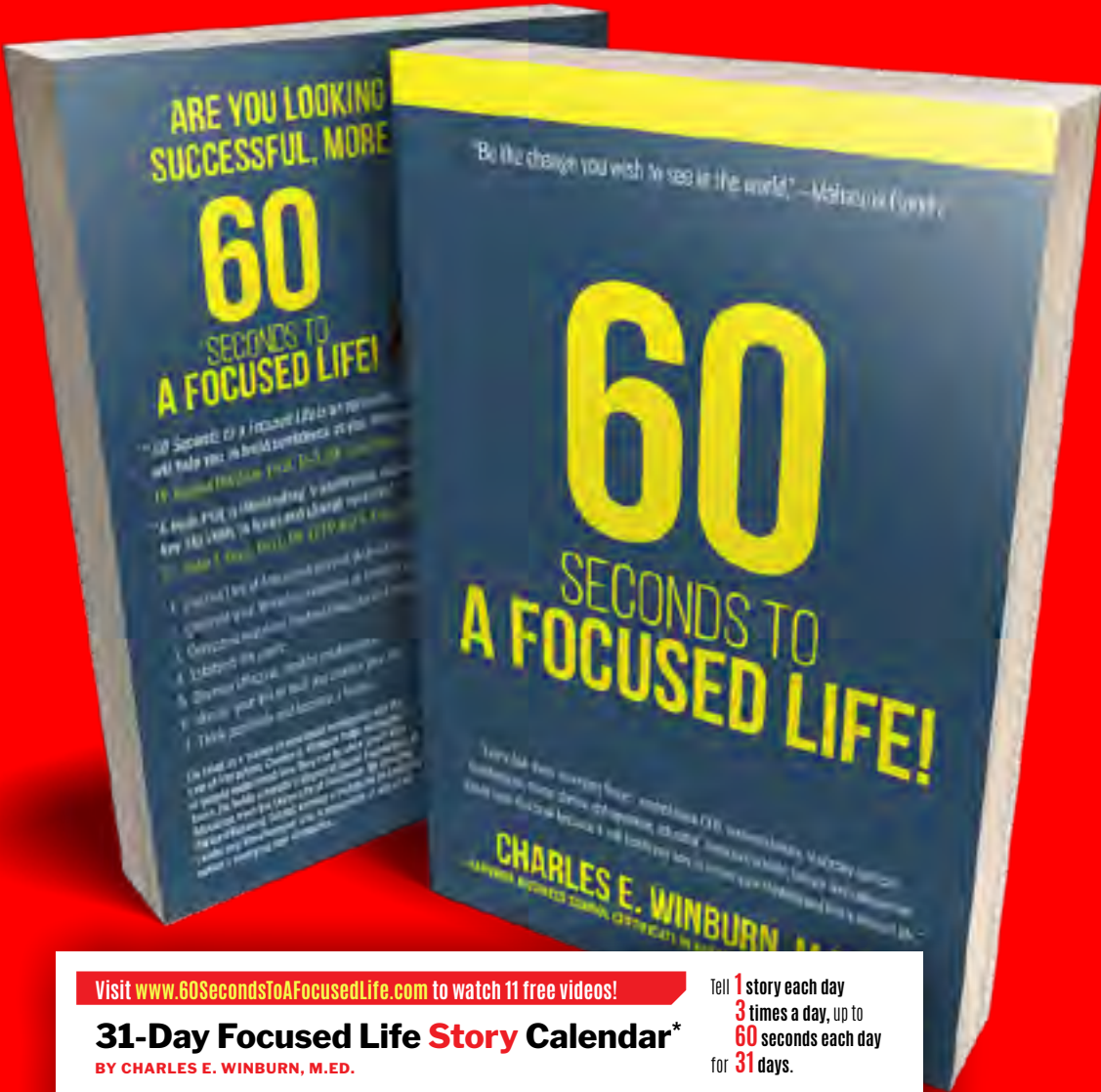
- **Definition: Making information available in an understandable, timely, and accessible form for all relevant audiences, regardless of expertise.**

- **Explanation: Accessibility ensures that stakeholders with varying backgrounds can interpret data correctly. It often involves plain language, summaries, and multiple formats (reports, dashboards, Q&A).**

5. Honest Transparency as Consistent Honesty Over Time

- Definition: Maintaining truthful, steady transparency across situations and over time, not cherry-picking data or changing stories to fit outcomes.**

- **Explanation: Consistency reinforces credibility. It means regular, predictable updates and resisting pressure to obscure or alter information to avoid scrutiny.**



Practical ways to become more transparent in life

AI Research

Visit www.60SecondsToAFocusedLife.com to watch 11 free videos!

31-Day Focused Life Story Calendar*

BY CHARLES E. WINBURN, M.ED.

Tell 1 story each day
3 times a day, up to
60 seconds each day
for 31 days.

LEARN HOW TO WRITE YOUR OWN STORY! SEE CHAPTER 38 IN 60 SECONDS TO A FOCUSED LIFE!

DAY 1 It is my divine and human right to have fun today.	DAY 2 It is my divine and human right to be happy today.	DAY 3 It is my divine and human right to walk in love and express my love today.	DAY 4 It is my divine and human right to walk in love and express my love today.	DAY 5 It is my divine and human right to walk in love and express my love today.	DAY 6 It is my divine and human right to walk in love and express my love today.	DAY 7 It is my divine and human right to walk in love and express my love today.
DAY 8 It is my divine and human right to walk in love and express my love today.	DAY 9 It is my divine and human right to walk in love and express my love today.	DAY 10 It is my divine and human right to walk in love and express my love today.	DAY 11 It is my divine and human right to walk in love and express my love today.	DAY 12 It is my divine and human right to walk in love and express my love today.	DAY 13 It is my divine and human right to walk in love and express my love today.	DAY 14 It is my divine and human right to walk in love and express my love today.
DAY 15 It is my divine and human right to walk in love and express my love today.	DAY 16 It is my divine and human right to walk in love and express my love today.	DAY 17 It is my divine and human right to walk in love and express my love today.	DAY 18 It is my divine and human right to walk in love and express my love today.	DAY 19 It is my divine and human right to walk in love and express my love today.	DAY 20 It is my divine and human right to walk in love and express my love today.	DAY 21 It is my divine and human right to walk in love and express my love today.
DAY 22 It is my divine and human right to walk in love and express my love today.	DAY 23 It is my divine and human right to walk in love and express my love today.	DAY 24 It is my divine and human right to walk in love and express my love today.	DAY 25 It is my divine and human right to walk in love and express my love today.	DAY 26 It is my divine and human right to walk in love and express my love today.	DAY 27 It is my divine and human right to walk in love and express my love today.	DAY 28 It is my divine and human right to walk in love and express my love today.
DAY 29 It is my divine and human right to walk in love and express my love today.	DAY 30 It is my divine and human right to walk in love and express my love today.	DAY 31 It is my divine and human right to walk in love and express my love today.	* It takes approximately 21 days to get rid of a negative vibration. In 31 days, you will have created for yourself a positive and life-changing emotional vibration.			

© Leadership Concepts LLC, Charles E. Winburn. All rights reserved.

LEADERSHIP CONCEPTS LLC

60SecondsToAFocusedLife.com

1. Practice truthful communication

- **Be accurate in what you say, even when it's uncomfortable.**
- **Avoid exaggeration or half-truths; own what you know and what you don't.**
- **Provide sources or reasoning when making claims that matter.**

2. Admit mistakes promptly

- **Acknowledge errors as soon as you realize them.**
- **Outline what went wrong and why.**
- **Explain your plan to fix it and prevent recurrence.**

3. Share decisions and their rationale

- When possible, explain the factors you considered before making a choice.**
- Be transparent about trade-offs and uncertainties.**
- Invite questions or feedback to clarify your thinking.**

4. Align actions with stated values

- Reflect on your core values and ensure your behavior matches them.**
- Call out when you notice a misalignment and correct course.**
- Communicate your values in relevant situations to set expectations.**

5. Be open about limitations and boundaries

- Clearly state what you can and cannot do.**
- Set realistic boundaries with others and explain the reasons.**
- Avoid over-promising or overextending yourself.**

6. Practice consistent integrity in small things

- Follow through on minor commitments to build trust.**
- Treat everyone with respect and fairness, regardless of status.**
- Avoid concealing information that could affect others.**

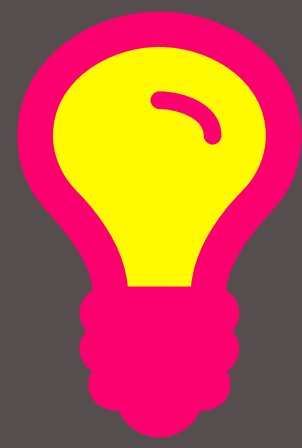
7. Seek and share constructive feedback

- **Actively ask for honest input from trusted people.**
- **Listen without becoming defensive; summarize what you heard.**
- **Share how you'll apply the feedback and report back on progress.**

8. Disclose conflicts of interest when relevant

- Reveal any personal or financial interests that could influence decisions.**
- Explain how you're mitigating potential biases.**
- Update disclosures if the situation changes.**

- 9. Be transparent about sources and methods**
 - **When presenting information, cite sources or data.**
 - **Explain how conclusions were reached (methods, data, reasoning).**



Master Life Coach
Charlie Winburn



Coach Chuck Futel



Coach Dan Ray

WHY DO MOST PEOPLE LIE, DECEIVE & LACK TRANSPARENCY?

By Charles E. Winburn, M.Ed.