

FINAL PROJECT INSTRUCTIONS for CERTIFICATE OF ACHIEVEMENT
as an ESSENTIAL FENG SHUI PRACTITIONER

1. Complete 3 or more Residential Feng Shui Consultations, using your elemental handouts, question sheets, Bagua maps and Feng Shui worksheets. Your own home and homes of **enthusiastic** friends and family are all good candidates. During each consultation, **take your time** and really immerse yourself in applying your Feng Shui knowledge. Your 2 consultation videos can provide a good model for this project.
2. The idea is to practice what you have learned in this Training until you know it well. Unless you are already a seasoned Feng Shui practitioner, we do not recommend you charge a consultation fee for these learning experiences. Rather, ask your client to give you something of value in return, such as a trade of services, a meal, etc., to complete the circle of giving and receiving.
3. From the Residential Feng Shui Consultations you have completed, write a brief description (up to three pages) of **two** of them, including the main complaint or wish, the “glaring splinter(s)” or Feng Shui challenges you encountered, (elemental, Bagua, room usage, clutter, furniture choices and placement, etc.) and the suggestions you made to correct them. **Include a footprint sketch of each home you write up and draw the Bagua map on it.** Check back with the people you consulted with for their reports on results 2 to 3 weeks after your first appointment and include reported results with your write-up.
4. Following the same format as #1 and #2, complete **two** Feng Shui consultations on businesses, **two** Feng Shui landscape consultations (either business or residential) and **one** Community Service consultation. Again, please remember the idea is to practice what you have learned, and then briefly describe your experience in writing.

FINAL PROJECTS INSTRUCTIONS, continued

5. To demonstrate your knowledge of the Five Elements (Wood, Fire, Earth, Metal, and Water), please select 4 pictures of environments – 1 “balanced” and 3 “unbalanced.” Any of these may be from your Pre-Training projects. Analyze each picture for the 5 Elements and list how each is represented; Describe more fully the Elemental balance in the “balanced” picture; Describe the imbalance in 2 “unbalanced” pictures and how to use the CONTROLLING cycle to remedy them; Describe the imbalance in the last “unbalanced” picture and how to use the REDUCTIVE cycle to remedy it. Remember to utilize the yin and yang expressions of the Five Elements.
6. Continue to refer to your life’s purpose and to cultivate and enhance your Ch’i in ways that work for you. Briefly describe how you cultivate your Ch’i on a daily basis.
7. Begin to put together your network of professional referrals. Organize them in a way that works well for you, i.e., a notebook, computer, Rolodex, etc. Describe in a sentence or two the system(s) you have chosen, and why.
8. Self-evaluate yourself as a Feng Shui practitioner. Write what you believe are your special strengths, as well as the areas you feel you are still strengthening. Include any comments your clients or friends have made concerning your Feng Shui abilities, skills, talents, etc. This should be approximately one full page.
9. Stay in touch with each other! We suggest that you form teams, support networks, social networking groups, email groups, telephone conference calls, celebrations, slumber parties, or any other wonderful ways of staying in touch to share Feng Shui successes and challenges with each other.

Upon review and a satisfactory completion of ALL your assignments, you will receive a Certificate of Achievement as an Essential Feng Shui → Practitioner from the Western School of Feng Shui.

Final Project Formatting Tips

In the interest of preserving client privacy, we can't post any actual examples online. Here are some guidelines to help you submit them correctly:

Please use the basic format of typed paragraphs in a readable 14 – 18 point font size. Start your write-ups with a short beginning paragraph that explains who the clients are (actual full names not needed), what kind of structure they live/work/play in, and what their issues/needs are. The write-ups consist of 2 – 5 pages of analysis per consult, choosing to go either room by room, or gua by gua, focusing on:

- * What is there,
- * What needs to shift back into balance, and
- * What specific suggestions you made to do that.

Include entry paths and garages in your discussion. In multiple storied structures, include details from other floors where the conditions are important contributors to the client's issues. Include a Bagua Map of each structure, keeping your overlaid bagua lines light and your gua labels off to the sides of the Map. Show where doors, windows, stairs, room walls and larger pieces of furniture are located on the Map.

Summarize your Final Projects with the report of your follow-up visit, describing what they shifted, how they feel about it, and any life changes that occurred as a result. When a residence/business/landscape is too large to include everything about it in the write-up page limit, please focus on the areas that were the most critical for your client's progress, but **DO still include a complete Bagua Map of the space.**

You are welcome to present two Maps, one "Before" and one "After", with the changes noted on the "after" view. This is particularly good to do with the landscape write-ups, as very often the clients do not actually put your suggestions in place until the right season arrives for planting, and thus you can indicate what they PLAN to do on the second "after" map. Also, you are welcome to send before and after photos of your clients' structures or yards. This is often helpful when discussing trickier aspects of the consult (like a difficult spiral staircase, for example), but is NOT required. Photos can add to the fun of showing the satisfying effects of changes in the rooms, and contribute to your own business portfolio or website demos, but they are not required as part of your Final Projects.

Students sometimes do consultation write-ups for presentation to their clients, especially businesses. Outlining suggested remedies and enhancements. These are lovely, often lengthy, but, due to the need for tact and simplicity of content with a client, these kinds of write-ups are usually not at the practitioner level of description that your Final Projects call for. Please fill

in the blanks or "show your work" if you use a client presentation write-up as part of your Final Projects.

Please submit your Final Projects with cover sheet, text, maps and images in either of these ways:

- (1) Each individual Project stapled separately, with the entire collection inserted in a paper pocket folder or manila envelope; or
- (2) Assembled in a three ring binder (bulkier to mail).

Any additional artwork or personal embellishment creates a lovely keepsake for yourself, and because **we do not mail these projects back to you**, please send a COPY of your Final Projects only. Remember to submit color copies of the 5 element analyses images in order to discuss them correctly with your mentor.

Most of all, please enjoy the process of completing your Final Projects. This is your time to practice your skills in the real world, and experience Essential Feng Shui in action!

How to Submit Your Final Projects

Please send your Final Projects, **along with \$120 graduation fee** to:

Karen Abler-Carrasco, 1385 Grant Ave., Arcata CA 95521.

Karen may also be reached at: **707-825-8859** or email: **karensfengshui@gmail.com**

PLEASE DO NOT SEND CERTIFIED – USE TRACKING NUMBER INSTEAD

In order to efficiently review your graduation requirements, the following guidelines apply:

1. Please save your assignments until all are completed. Then submit all assignments as one complete package. **It is important that you have a copy of your homework (make color copies of your 5 element work), as your Project Mentor will be referring to it. If you would like her to return your project, please include a self-addressed and stamped envelope, or funds to cover shipping.**
2. You are encouraged to submit your completed project within **eight to twelve weeks**. If you foresee that you'll be later than 20 weeks, PLEASE contact the School help@westernschooloffengshui.com .
3. US residents, please include a check for \$120.00 written to your Project Mentor. If you live outside the US, please send a *money order* for \$120 US dollars. You may also visit <http://westernschooloffengshui.com/120-buy-now-simple-checkout/> for credit card payment.
4. Please include the Project Coversheet with your completed Final Projects to confirm all the requirements are included. This is your “table of contents.”
5. Please title each consultation as shown on the Project Coversheet. For example, Business Consultation # 1 & 2, Landscaping Consultation # 1 & 2, Residential Consultation # 1 & 2, and Community Service Consultation (Non-profit organization/institution).
6. Please remember that detailed **Follow-up Reports** are required on all appointments.
7. All work must be typed and bound. No handwritten or faxed work will be reviewed.
8. Please allow for **UP TO three pages** for each Consultation. Include in these pages a brief description of the property/space, the client's issues/desires for change, your recommendations for the main issues/desires, your recommendations they implemented, and the shifts that occurred. The Bagua Map and any before and after photos you may choose to send are in addition to the 3 pages of text. Photos are not required.
9. All consultations must include a Bagua Map of the home, property, or business/office. This can be a sketch and does not have to be to scale. However, please show the front entrance and where all rooms, areas, etc., fall within the Bagua Map.
10. **Please include a clear photo of yourself so we may always be able to match your face with your name. This assists us in maintaining a richer connection with you. Thank you!**

Note: Within 30 days of receipt of your project, you will be contacted to schedule a telephone interview. Provided your Final Projects meet all the above requirements and are satisfactory, you will receive your Certificate of Achievement within two weeks after your interview.

FINAL PROJECTS COVERSHEET

WSFS_D PRACTITIONER TRAINING PROGRAM

Name _____
(As you would like it to appear on your Certificate of Achievement. Please print clearly.)

Address _____

City _____ State _____ Zip _____

Phone _____ & _____

Email _____ Website _____

Consultation Requirements

2 Residential Feng Shui Consultations

- | | |
|--|---|
| <input type="checkbox"/> #1 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |
| <input type="checkbox"/> #2 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |

2 Business Feng Shui Consultations

- | | |
|--|---|
| <input type="checkbox"/> #1 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |
| <input type="checkbox"/> #2 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |

2 Landscape Feng Shui Consultations

- | | |
|--|---|
| <input type="checkbox"/> #1 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |
| <input type="checkbox"/> #2 Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |

1 Community Service Consultation (Non-profit organization/institution)

- | | |
|---|---|
| <input type="checkbox"/> Appointment with Bagua Map | <input type="checkbox"/> Follow-up Report |
|---|---|

Written Documentation

- This completed Project Coversheet.

Provide written description of each of the following and suggestions to correct or enhance each one. Please see #5 on the Final Project Instruction page for complete details:

- Elementally Balanced environment
- Elementally Controlled environment
- Elementally Controlled environment
- Elemental - Reductive Cycle within the environment
- Description of your system for organizing Feng Shui related professional services.
- Description of how you cultivate your inner Ch'i on a daily basis.
- Self-evaluation of your proficiency as a Feng Shui consultant.

Please include payment for \$120.00 to your Project Mentor.
Please include a photo of yourself and print your name on the back of photo.

For Reviewer only, please:

Reviewed by

Graduation Date

Consultation Hours

Feedback/Questions/Comments

Western School of Feng Shui Authorization Form

Please check the boxes that you would like to give authorization.

Western School of Feng ShuiΔ receives requests from 1. Prospective students to speak to individuals who have already been through the Essential Feng Shui→ Practitioner Training Program. They have questions to ask concerning the quality of the program, etc; 2. Other Alumni seeking connection and support; 3. Those looking for Essential Feng Shui→ Consultant within their community, or those who have combined Feng Shui with another specialty. Western School of Feng ShuiΔ would like to be authorized to give out your name and phone number in the event someone should ask for, but not limited to, any of the above reasons. In most cases, we will attempt to match people with inquiries and references who live in the same area.

Yes, I authorize WSFS to give out my name and phone number in the event a prospective student should ask for a reference.

Western School of Feng ShuiΔ continues to build a Feng Shui community with its Alumni and Graduates. We encourage the networking process by providing students with alumni names, emails and/or phone numbers.

Yes, I authorize WSFS to use my name, email and phone number in their alumni lists to be given to past and current students of the Western School of Feng ShuiΔ.

Western School of Feng ShuiΔ often uses students' written comments and photographs for the purpose of promoting the school and for testimonials to be use by students of the school.

Yes, I authorize WSFS to use my written comments and photograph for the purpose of promoting the school.

Print Full Name

Signature

Date

Essential Feng Shui → Practitioner Training Program EVALUATION FORM

Please use reverse side if more space is needed.

Thoughts and feelings about the program topic:

Rate on a scale, 10 being the most harmonious: 1 2 3 4 5 6 7 8 9 10

Thoughts and feelings about the program instructor(s):

Rate on a scale, 10 being the most harmonious: 1 2 3 4 5 6 7 8 9 10

Thoughts and feelings about the program venue:

Rate on a scale, 10 being the most harmonious: 1 2 3 4 5 6 7 8 9 10

I suggest these changes be made in future trainings:

Thoughts, feelings, or reflections about any other experience this week:

Here are comments that you may quote in future promotional materials:

If any above quote is used, you may attribute it to me by: Name Initial Anonymous

Your Name (optional):