

Business Tips - Mindset



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Mindset

Growth Mindset

GROWTH MINDSET

The driver behind a person's motivation and achievement

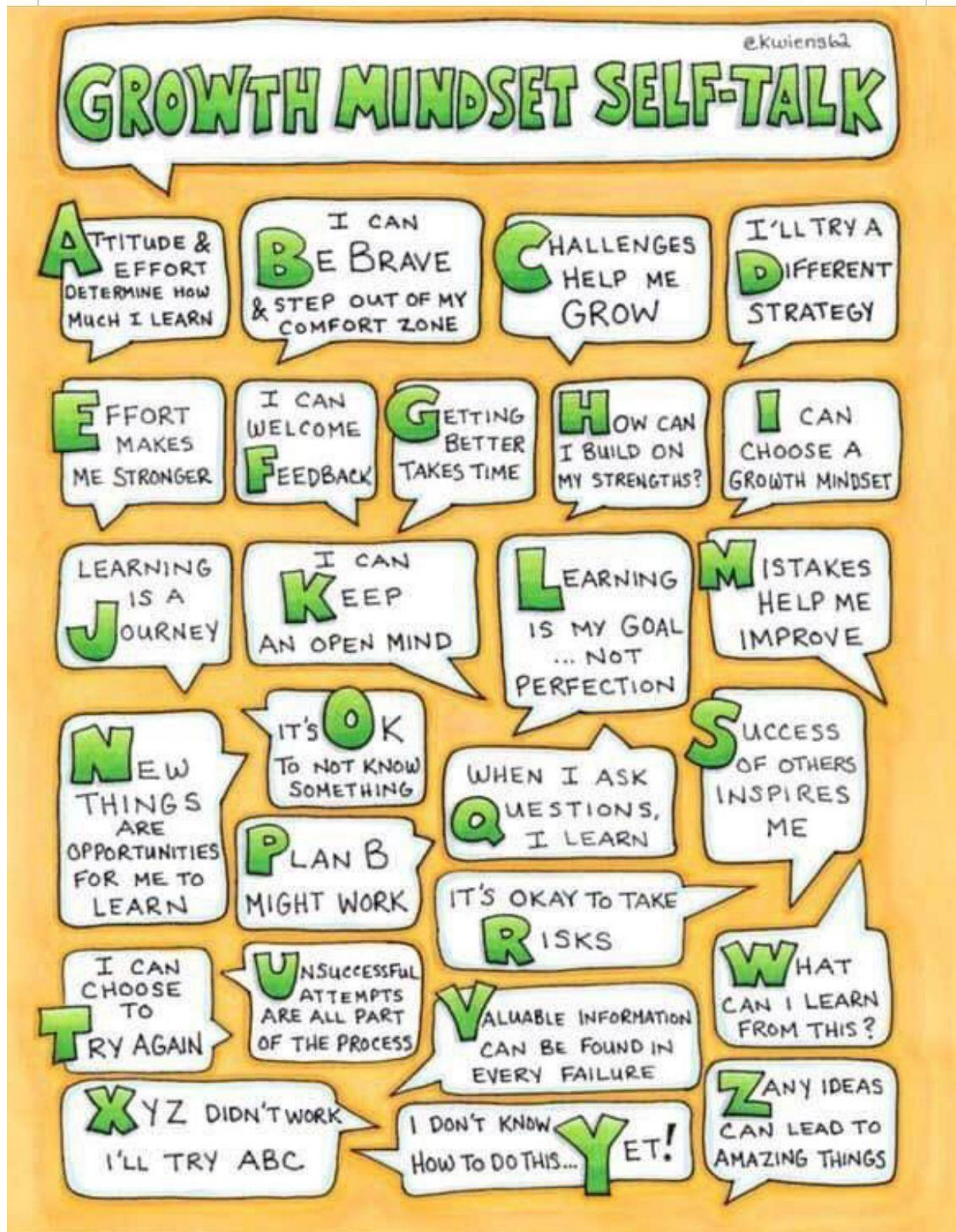
FIXED MINDSET GROWTH MINDSET

I already know it all	I want to learn
I give up easily	I learn from failure
I ignore feedback	I learn from others
I can't change how smart I was born	I can train my brain
I don't need to practice	I can work hard to get better at something
I'll never be good at this	I will keep trying
Mistakes are setbacks so I avoid them	Mistakes are learning opportunities
I avoid things that require effort	I want to be challenged

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Growth Mindset Self-Talk



Mental Toughness

The Only Cheat Sheet You Need

Peter Clough's 4 Cs Model



6 Methods for More Mental Toughness

Self-Talk Audit

Monitor and change the words you use with yourself.

Action: For one week, jot down the negative phrases you tell yourself. Replace them with empowering ones.

Visualization Technique

Set yourself up to win by seeing your success before it happens.

Action: Spend 5 min a day visualizing your goal. Imagine you've already achieved it.

Goggins's 40% Rule

Your mind will try to stop you early. Push past your comfort zone.

Action: When you feel like quitting, realize you've only tapped into 40% of your potential. Keep pushing.

Ulysses Contract

Make a pre-commitment to avoid temptation or quitting.

Action: When facing a situation that requires a lot of willpower, risk something you value and have someone hold you accountable.

RAIN Technique

For strong emotions: Recognize, Allow, Investigate, Non-Identify.

Action: When you're feeling overwhelmed, take a deep breath then follow the 4 RAIN steps to gain perspective.

Stoic Worst-Case Method

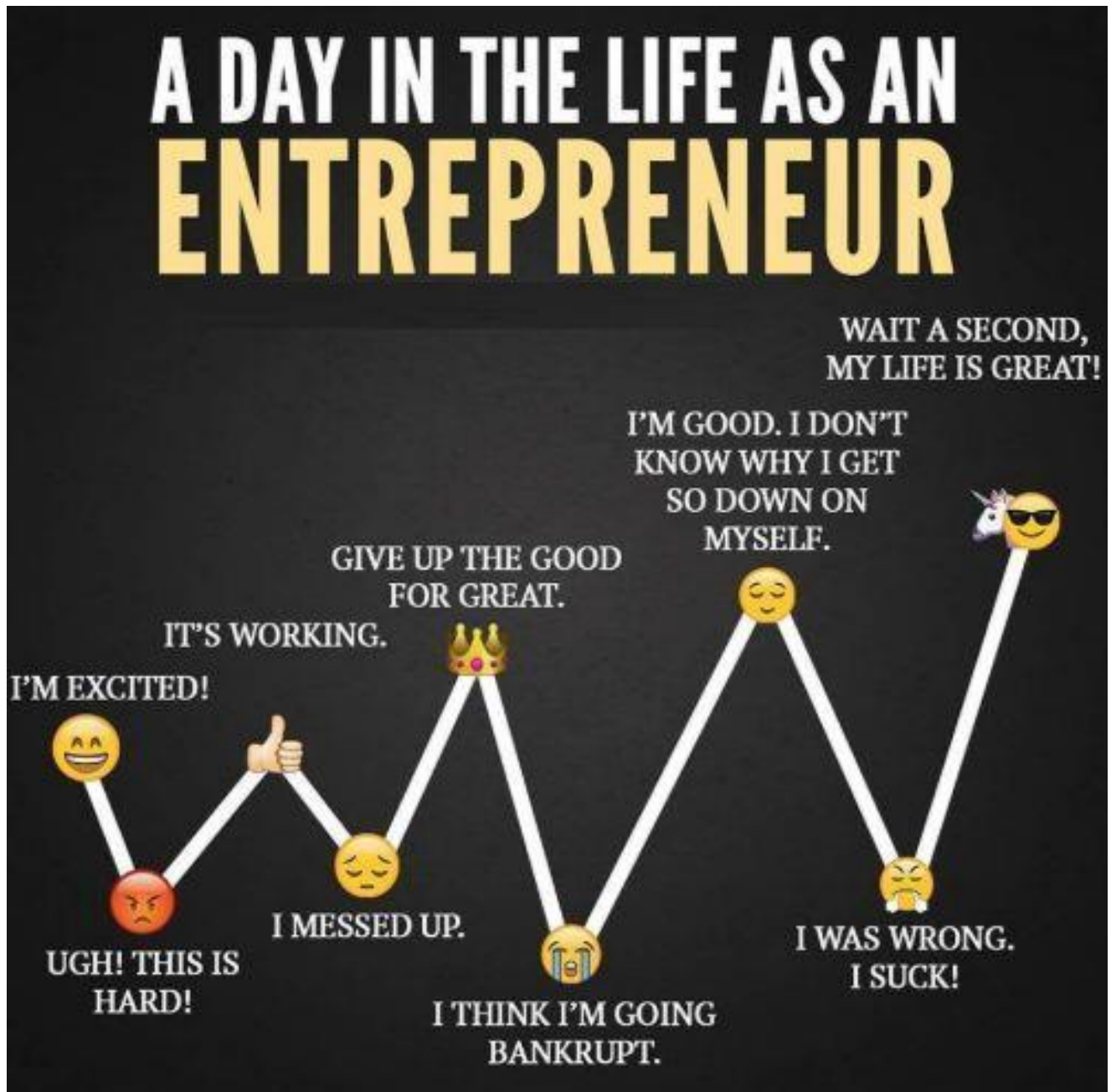
Imagine the worst to appreciate your present situation.

Action: When in a tough spot, think about the worst-case scenario for a few minutes. You'll often find you're better off than you thought.




































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A Day In The Life As An Entrepreneur



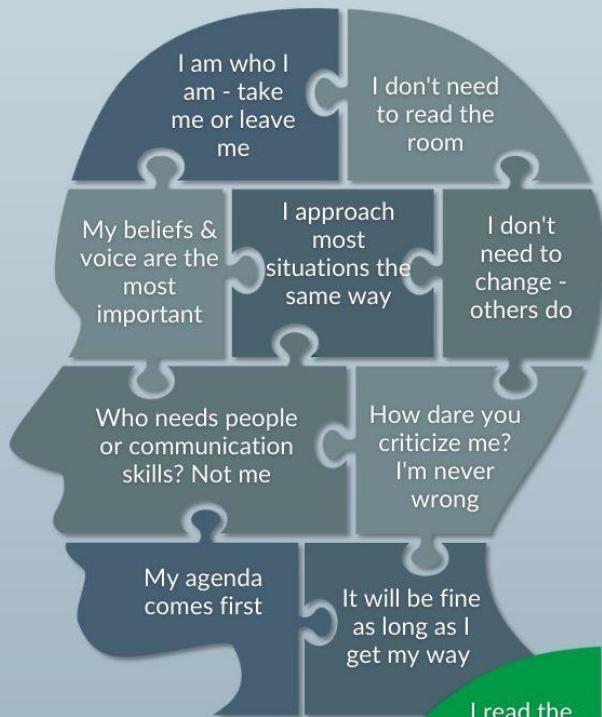
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Successful People/Unsuccessful People

SUCCESSFUL PEOPLE	UNSUCCESSFUL PEOPLE
<p> GIVE OTHER PEOPLE CREDIT FOR THEIR VICTORIES</p> <p> EXUDE JOY</p> <p> SHARE INFORMATION AND DATA</p> <p> HAVE A SENSE OF GRATITUDE</p> <p> CONTINUOUSLY LEARN</p> <p> EMBRACE CHANGE</p> <p> KEEP A JOURNAL</p> <p> FORGIVE OTHERS</p> <p> KEEP A "TO-BE" LIST</p> <p> KEEP A "TO-DO/PROJECT" LIST</p> <p> READ EVERYDAY</p> <p> TALK ABOUT IDEAS</p> <p> SET GOALS AND DEVELOP LIFE PLANS</p> <p> ACCEPT RESPONSIBILITY</p> <p> OPERATE FROM A TRANSFORMATIONAL PERSPECTIVE</p> <p> WANT OTHERS TO SUCCEED</p> <p> Secrets 2 Success</p>	<p> SECRETLY HOPE OTHERS TO FAIL</p> <p> DON'T KNOW WHAT THEY WANT TO BE</p> <p> NEVER SET GOALS</p> <p> HAVE A SENSE OF ENTITLEMENT</p> <p> CRITICIZE</p> <p> FEAR CHANGE</p> <p> THINK THEY KNOW IT ALL</p> <p> SAY THEY KEEP A JOURNAL BUT REALLY DON'T</p> <p> BLAME OTHERS FOR THEIR FAILURES</p> <p> HOLD A GRUDGE</p> <p> TALK ABOUT PEOPLE</p> <p> FLY BY THEIR SEAT OF THEIR PANTS</p> <p> TAKE ALL THE CREDIT OF THEIR VICTORIES</p> <p> OPERATE FROM A TRANSACTIONAL PERSPECTIVE</p> <p> pink cherry EXUDE ANGER</p> <p> HORDE INFORMATION AND DATA</p>

How Adaptable Are You?

HOW ADAPTABLE ARE YOU? DO YOU HAVE A FIXED OR FLEXIBLE MINDSET?



A FIXED MINDSET

- limits adaptability
- blocks collaboration
- curbs learning from mistakes & setbacks
- decreases resilience

A FLEXIBLE MINDSET is key to SITUATIONAL ADAPTABILITY



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The Abundance Neighborhood/The Scarcity Neighborhood

THE ABUNDANCE NEIGHBORHOOD

- ✓ Gratitude for what other people have.
- ✓ Creativity that combines disparate things to build something new.
- ✓ Cooperation that leads to productive collaboration.

THE SCARCITY NEIGHBORHOOD

- ✗ Envy of what other people have.
- ✗ Guilt about what they have and others don't.
- ✗ Anger about what other people are doing in the world.

www.FB.com/TributetoStephenCovey

10

THINGS

**you must give up to
move forward**

by Marc

#1

Letting the opinions of others control your life.

- ❖ It's not what others think, it's what you think about yourself that counts
- ❖ You have to do exactly what's best for you and your life, not what's best for everyone else

#2

The shame of past failures

- ❖ Your past does not equal your future.
- ❖ All that matters is what you do right now.

#3

Being indecisive about what you want

- ❖ You will never leave where you are until you decide where you would rather be
- ❖ Make a decision to figure out what you want, and then pursue it passionately.

#4

Procrastinating on the goals that matter to you

- ❖ There are two primary choices in life: to accept conditions as they exist, or accept the responsibility for changing them.
- ❖ The best time to plant a tree is twenty years ago. The second best time is now

#5

Choosing to do nothing

- ❖ You don't get to choose how you are going to die, or when.
- ❖ You can only decide how you are going to live, right now.
- ❖ Every day is a new chance to choose.

#6

Your need to be right

- ❖ Aim for success, but never give up your right to be wrong.
- ❖ Because when you do, you will also lose your ability to learn new things and move forward with your life.

#7

Running from problems that should be fixed

- ❖ Stop running!
- ❖ Face these issues, fix the problems, communicate, appreciate, forgive and LOVE the people in your life who deserve it.

#8

Making excuses rather than decisions

- ❖ Most long-term failures are the outcome of people who make excuses instead of decisions.

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Overlooking the positive points in your life

- ❖ What you see often depends entirely on what you're looking for
- ❖ You will have a hard time ever being happy if you aren't thankful for the good things in your life right now

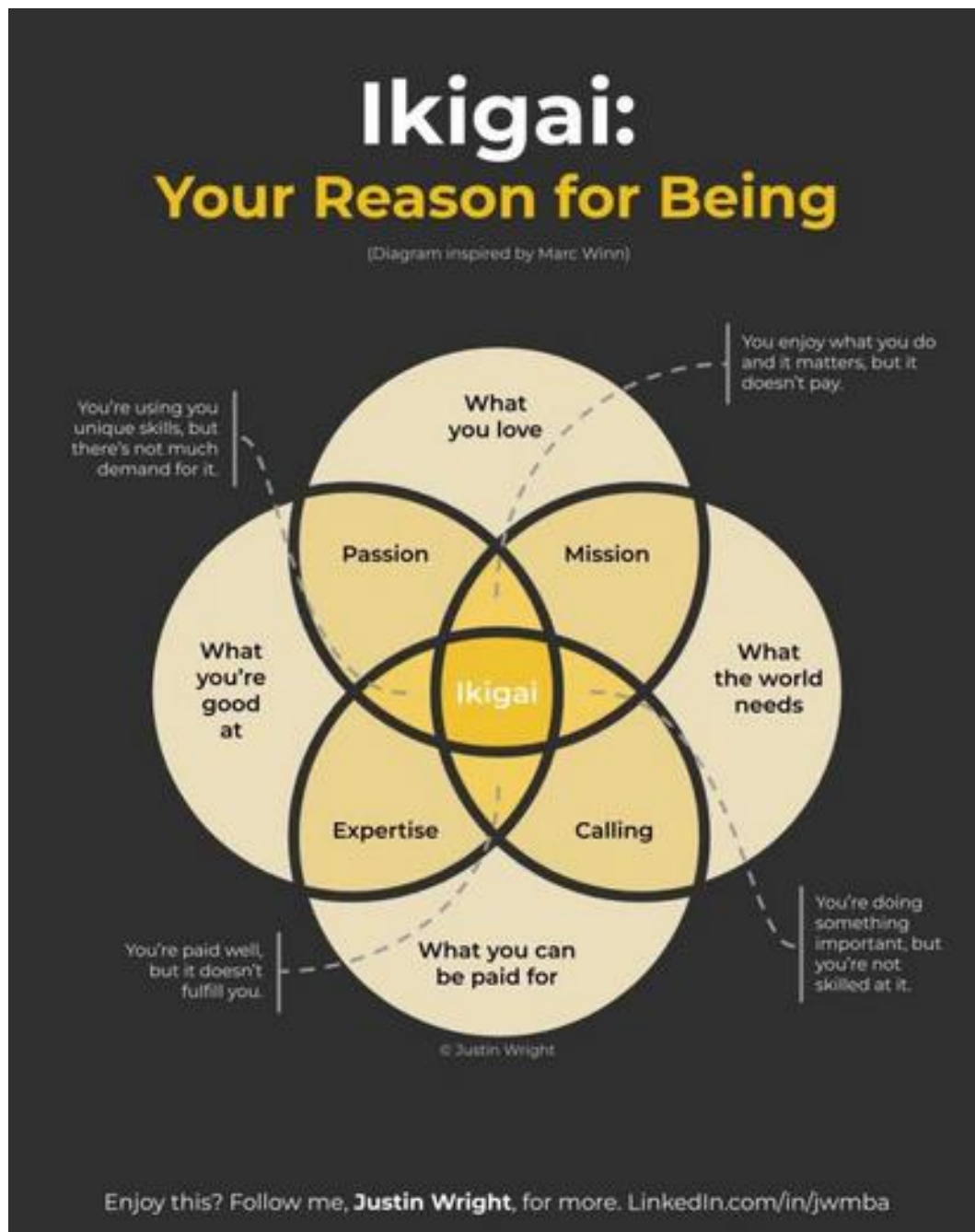
#10

Not appreciating the present moment

- ❖ Too often we try to accomplish something big without realizing that the greatest part of life is made up of the little things.

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Ikigai: Your Reason for Being



Steal this Cheat Sheet to Create Your Own Luck

Inspired by the book *Chase, Chance, and Creativity* by Dr. James Austin

Where Luck Comes From

L **Leverage**
Use your knowledge, skills, and network effectively.

U **Understanding**
Gain insights to notice trends and opportunities.

C **Curiosity**
Stay curious and open to new experiences and learning.

K **Kindness**
Support others to build positive relationships and goodwill.

4 Types of Luck

Passive

Active

Predictable

Unpredictable

Luck from Being Unique (Type IV) <ul style="list-style-type: none"> • Arises from your unique traits and abilities • You see what others miss 	Luck from Preparation (Type III) <ul style="list-style-type: none"> • Comes from effort + experience • Being prepared makes you more aware of opportunities

Blind Luck (Type I)



Life's little surprises.

Example: Winning a lottery.

How to create more of it:

- Stay open to unexpected opportunities.
- Be spontaneous.
- Express gratitude.

Luck from Motion (Type II)



The more you move, the more luck you find.

Example: Meeting a potential mentor at a networking event.

How to create more of it:

- Engage in hobbies, activities, and social groups.
- Explore new places.
- Show kindness to others.

Luck from Preparation (Type III)



Ready meets the right time.

Example: Being offered a job due to your specialised skills.

How to create more of it:

- Continuously update and refine your skills.
- Always be learning.
- Keep informed of trends.

Luck from Being Unique (Type IV)



Unique minds see opportunities others miss.

Example: Identifying a niche market for your business.

How to create more of it:

- Try different things to find what makes you unique.
- Focus on what energizes you.
- Share your perspective often.

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Growing Grit in a Team

GROWING GRIT IN A TEAM



TEAM GRIT = a team's ability to pursue long-term goals with **passion** and **perseverance** in the face of obstacles and setbacks

HOW CAN I HELP MY TEAM GROW IN GRIT?*

*Bernardy, V., & Antoni, C. H. (2021). With grit to innovative teams? A theoretical model to examine team grit as a team innovation competence. *Gruppe, Interaktion, Organisation, Zeitschrift für Angewandte Organisationspsychologie (GIO)*, 52(1), 65-78.



CULTIVATE A SUPPORTIVE ENVIRONMENT

- Create a team culture where members support and motivate each other
- Encourage respect and psychological safety so team members can take risks and learn from failures without fear of judgment



SET A COMPELLING VISION

- Define a shared vision that inspires and motivates team members
- Each member should know how their individual goals align with the long-term goals of the team



DEVELOP CLEAR, MEASUREABLE GOALS

- Define challenging goals that take perseverance and resilience to complete
- Make goals specific and measureable so that team members can monitor progress



FOSTER A GROWTH MINDSET

- Encourage team to embrace challenges, seek feedback, and invest in continuous learning
- Encourage team to believe that abilities can be developed through dedication and effort



PROVIDE FEEDBACK AND SUPPORT

- Provide constructive feedback that focuses on learning from setbacks and mistakes
- Teach problem-solving skills like anticipating problems, adapting to change, and finding creative solutions

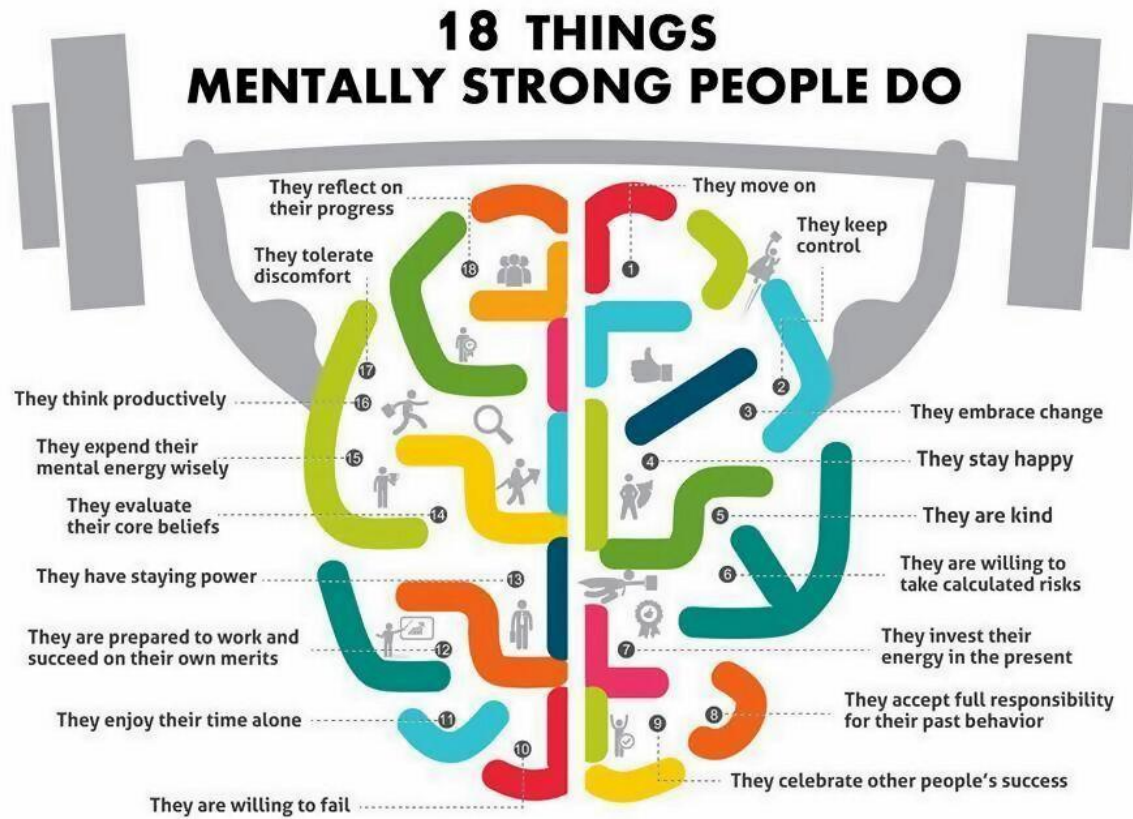


BUILD TEAM CONFIDENCE & COMPETENCE

- Celebrate team members' efforts, resilience, and perseverance, not just their achievements
- Acknowledge and reward the process and progress made



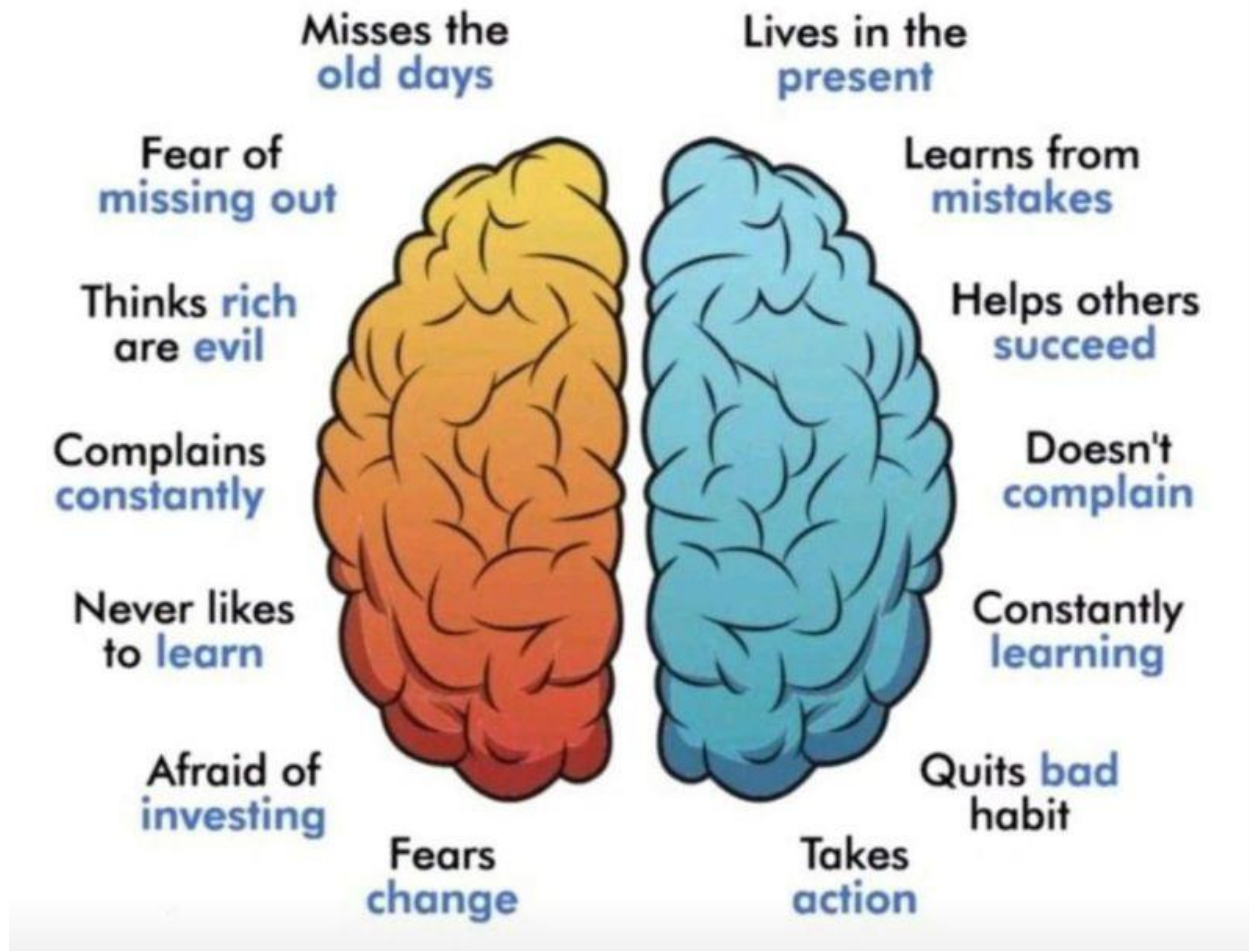
18 Things Mentally Strong People Do



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Mindset Matters: The Difference Between Poor and Rich Mindsets

Poor vs Rich Mindset



MENTAL MODELS


The Ultimate Cheat Sheet

Mental models are shortcuts for smarter thinking. Learn them to improve your decision-making.

MENTAL MODEL	DESCRIPTION	BUSINESS EXAMPLE
Butterfly Effect	Small actions (like a butterfly's wing flap) can lead to big outcomes in complex systems.	A single negative review online can spiral into a PR crisis if not addressed promptly.
Circle of Competence	Know what you're good at and what you're not. Stick to your strengths.	A genius in marketing but not with numbers? Focus there and hire or outsource for finance.
Compounding	Small, consistent growth can lead to significant gains over time.	Regular small stock investments can lead to substantial returns over decades.
Creative Destruction	Innovations can dismantle the established. Newer, more efficient options often emerge.	Many customer queries are now handled by AI chatbots, reducing demand for call centers.
First Principles Thinking	Break complex problems into their most basic parts to create new solutions.	Instead of just improving batteries, Tesla redesigned every part for greater efficiency.
Forgetting Curve	Information is lost over time when there's no attempt to retain it.	Without reviewing notes, workshop content is mostly forgotten within a week.
Law of Diminishing Returns	Adding more of something doesn't always mean getting more in return.	Adding more team members to a project can eventually make efficiency worse.
Law of Large Numbers	More data provides clearer insights. Large samples are more reliable than small ones.	Thousands of legitimate product reviews reveal clear strengths and weaknesses.
Occam's Razor	When faced with multiple explanations for an issue, the simplest one is usually correct.	Website traffic drop? Before thinking it's an algorithm change, check if the site is down.
Pareto Principle	The 80/20 Rule. Roughly 80% of effects come from 20% of causes.	In many businesses, 80% of profits often come from just 20% of the customers.
Probabilistic Thinking	Life is about probabilities. Making decisions based on them can improve outcomes.	A factory manager keeps extra parts on hand, factoring in a 5% chance of machine failure.
Regression to the Mean	Extreme events (either high or low) tend to be followed by more normal ones.	After an exceptional sales quarter, the next is likely to return to average levels.
Second-Order Thinking	Think beyond immediate results. Consider the next steps and consequences.	A price cut might boost sales now, but could it harm the brand's value in the long run?
Social Proof	People look to others' actions to guide their own decisions.	Seeing many positive reviews, a shopper is more likely to buy a product.
The Map is Not the Territory	Beliefs don't always match reality. A map isn't the actual land it represents.	There's no guarantee a perfect business plan on paper will work in real life.
Tipping Point	A critical threshold, once reached, can lead to significant changes.	When a brand hits a certain follower count, its growth can surge.
Tragedy of the Commons	Shared resources can be depleted if everyone acts in self-interest.	If every fisherman overfishes a lake, there'll soon be no fish left for anyone.

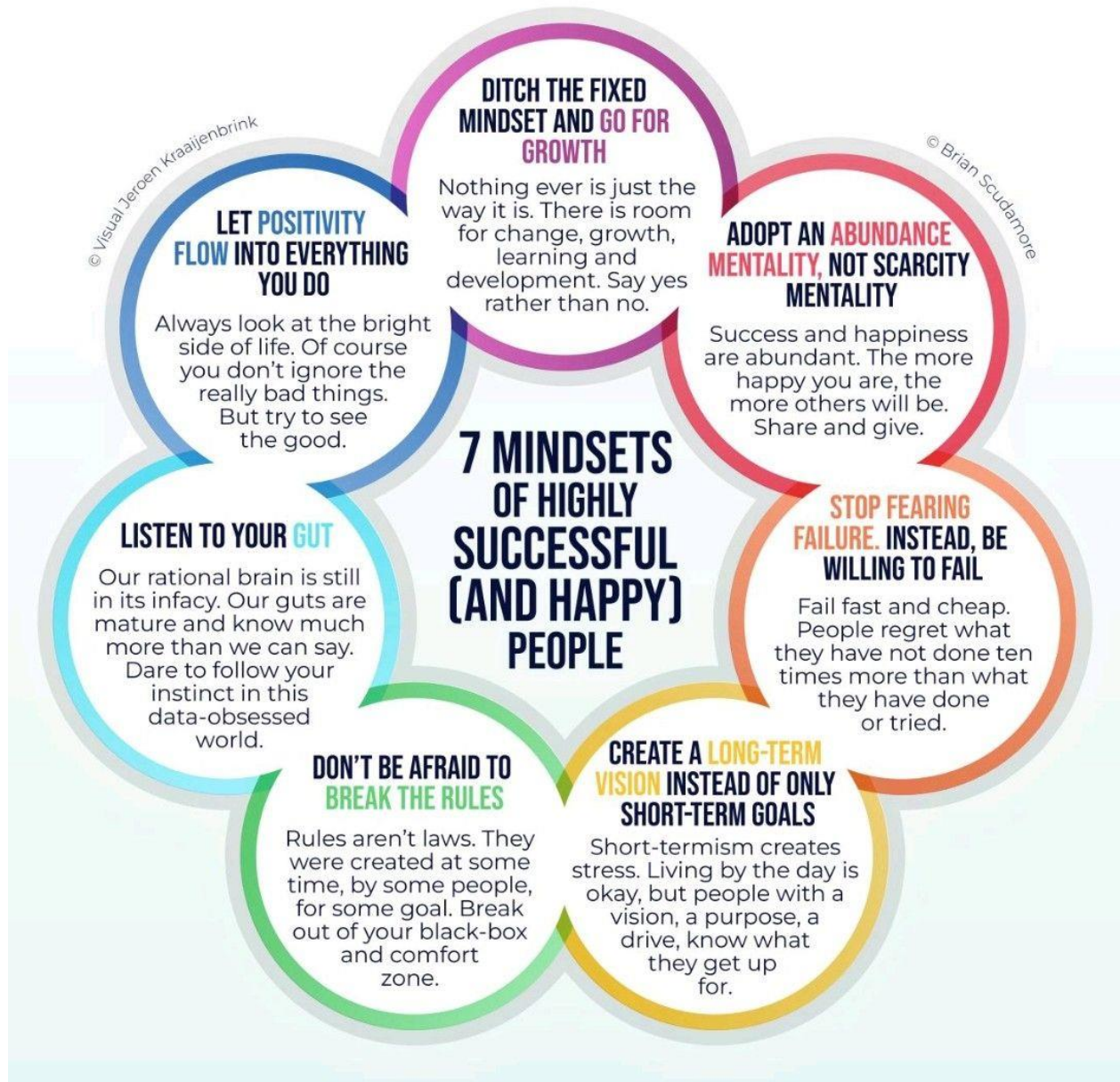
If you found this helpful, follow me for more | Justin Wright | [linkedin.com/in/jwmba](https://www.linkedin.com/in/jwmba)

<h1>12 LAWS OF KARMA</h1>	
<p><u>THE GREAT LAW</u> WHATEVER WE PUT INTO THE UNIVERSE WILL COME BACK TO US.</p>	<p><u>THE LAW OF CREATION</u> LIFE DOES NOT HAPPEN BY ITSELF, WE NEED TO MAKE IT HAPPEN</p>
<p><u>THE LAW OF HUMILITY</u> ONE MUST ACCEPT SOMETHING IN ORDER TO CHANGE IT</p>	<p><u>THE LAW OF GROWTH</u> WHEN WE CHANGE OURSELVES OUR LIVES CHANGE TO.o</p>
<p><u>THE LAW OF RESPONSIBILITY</u> WE MUST TAKE RESPONSIBILITY FOR WHAT IS IN OUR LIVES.</p>	<p><u>THE LAW OF CONNECTION</u> THE PAST, PRESENT AND FUTURE ARE ALL CONNECTED.</p>
<p><u>THE LAW OF FOCUS</u> WE CANNOT THINK OF TWO DIFFERENT THINGS AT A SAME TIME</p>	<p><u>THE LAW OF GIVING AND HOSPITALITY</u> OUR BEHAVIOR SHOULD MATCH OUR THOUGHTS AND ACTIONS</p>
<p><u>THE LAW OF HERE AND NOW</u> WE CANNOT BE PRESENT IF WE ARE LOOKING BACKWARD.</p>	<p><u>THE LAW OF CHANGE</u> HISTORY REPEATS ITSELF UNTIL WE LEARN FROM IT AND CHANGE OUR PATH</p>
<p><u>THE LAW OF PATIENCE AND REWARD</u> THE MOST VALUABLE REWARDS REQUIRE PERSISTENCE</p>	<p><u>THE LAW OF SIGNIFICANCE AND INSPIRATION</u> REWARDS ARE A RESULT OF THE ENERGY AND EFFORT WE PUT INTO It.</p>


DO LAW OF ATTRACTION

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7 Mindsets of Highly Successful (and Happy) People



12 Negative Thoughts Holding You Back

12 negative THOUGHTS holding you back

"We are addicted to our thoughts. We cannot change anything if we cannot change our thinking."

www.FB.com/TributetoStephenCovey

1 ***"My past is indicative of my future."***

- ❖ Failed attempts and mistakes are part of the growth process, valuable experiences.
- ❖ Being defeated is a temporary condition; giving up is what makes it permanent.

2 ***"I care what they think of me."***

- ❖ Ignore the rude people who talk about you behind your back, exactly where they belong.
- ❖ True strength is being wise enough to walk away from the nonsense proudly.

3 ***"I'll do what makes me happy someday."***

- ❖ Today is the oldest you've ever been and the youngest you will ever be again.
- ❖ The perfect moment to follow your values and pursue your own dreams is now.

4 ***"I can't," "It's too late," "I'm not good enough," etc.***

- ❖ Our attitude shifts our sails and ultimately determines not only our final destination, but more importantly, the voyage and experiences along the way.

5 ***"There's so much that could go wrong."***

- ❖ Stop being afraid of what could go wrong, and start thinking of what could go right.
- ❖ Be thankful for all positive things you have to fuel an even brighter tomorrow.

6 ***"I will never forgive you."***

- ❖ Forgive them. You have learned about trust & being cautious when you open your heart.
- ❖ You are stronger now and better equipped to find the kind of love you deserve.

7 ***"I don't like them because they're broken."***

- ❖ Be someone who builds and nurtures with an understanding, forgiving heart and looks for the best in people & leaves them a little stronger than before.
- ❖ Don't sum up a person's entire existence in one moment.

8 ***"I am too unhappy to make anyone else happy."***

- ❖ Happiness is a boomerang. When you catch yourself feeling unhappy, doing something small that makes someone else happy. When they smile, it will be hard not to smile back.

9 ***"I can't trust anyone."***

- ❖ We often keep our hearts closed because we don't trust ourselves to survive the pain again.
- ❖ We come to realize our true strength through hurt and sufferings.

10 ***"Everyone else is doing it, so it must be right."***

- ❖ Live YOUR life.
- ❖ Never hide who you are.
- ❖ The only shame is to have shame.
- ❖ Stand up for what you believe in.

11 ***"It will never get better."/ "It will never get worse."/***

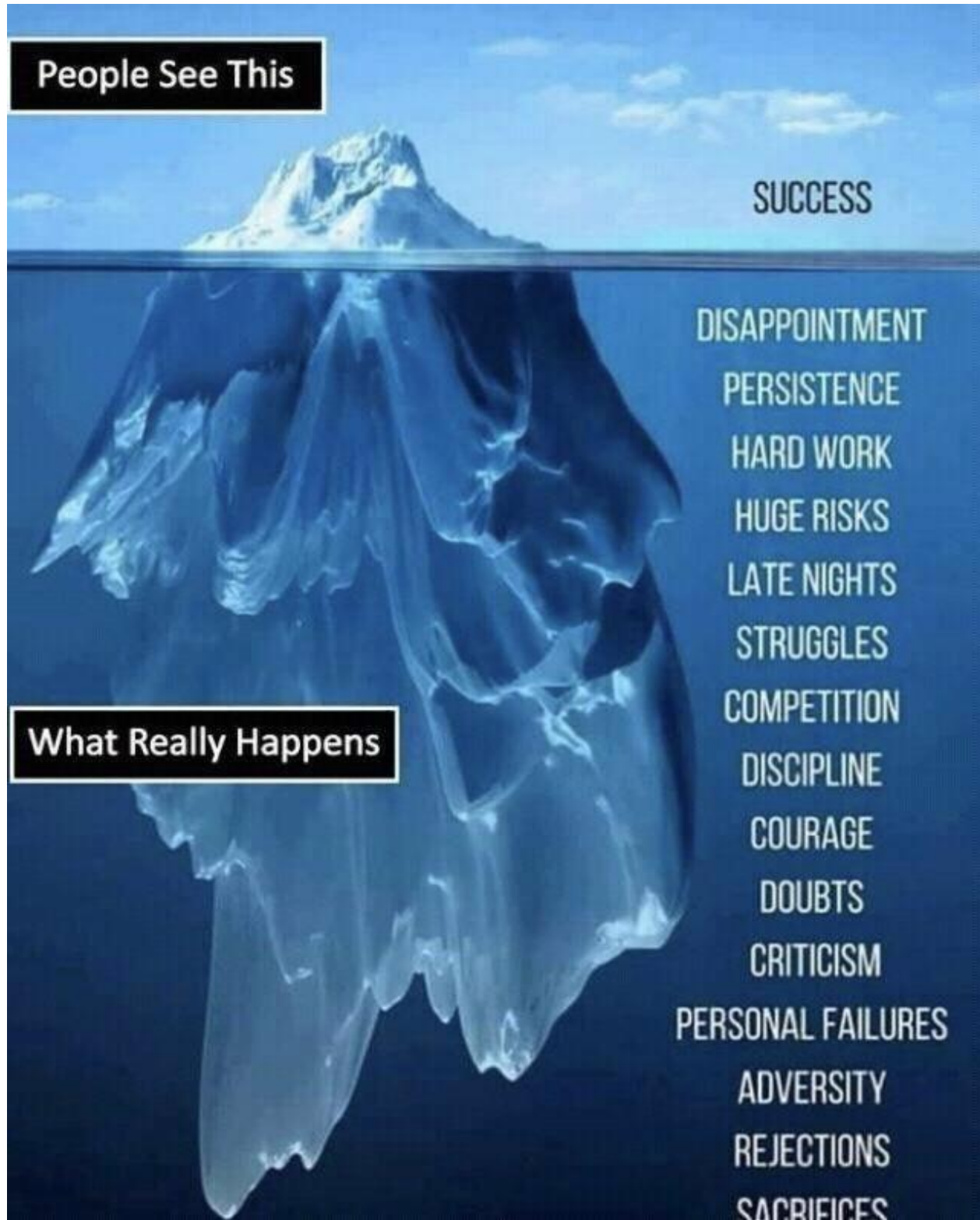
- ❖ Appreciate every great moment.
- ❖ Take one day at a time.
- ❖ All moments, good or bad, would last forever.

12 ***"I don't have time to dream."***

- ❖ The real tragedy in life lies in having no dream to reach.
- ❖ You don't have to see the whole staircase; you just have to take one step at a time.

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Understanding The Root Cause of Success What People See... What Really Happens



13 Reasons You Are Not as Successful as You Should Be

13 REASONS

YOU'RE NOT AS SUCCESSFUL AS YOU SHOULD BE

- 1 LAZINESS**

I don't think there's an easy way to put this. I have to assume that you're lazy. Every single successful person works their butts off to get where they are. It's ok to be lazy. Just admit it. But don't whine about not being rich and successful, ok?
- 2 ENTITLEMENT**

Only a few people in the world are part of the lucky sperm club. You and me? We gotta work to get what we want. Quit thinking you are owed something. You're not. Get to work.
- 3 FEAR**

You are afraid, plain and simple. Afraid of looking silly. Afraid of what your friends and family will say. Afraid of everything. Look, you're either going to stop being afraid, or you're not. Nobody can convince you to stop. Imagine though... what awaits you when you stop with the fear excuses?
- 4 NEGATIVITY**

You may not realize it, but the people you associate with might be negative [priffes]. They could be soul-sucking beings who don't want anyone to be successful. Get rid of them, now! Surround yourself with successful people. People you want to be like.
- 5 STOP THINKING**

How much do you want to bet you have paralysis by analysis? You think way too much about what you could or should do. Doers get what they want, and everyone else gets what they get. Stop analyzing and start doing.
- 6 NO GOALS**

You plan nothing. You believe that someday, somehow, everything you always wanted will just magically happen. So you "play it by ear" and wait. You need goals to shoot for. Otherwise, you're just treading water.
- 7 "THEY"**

There's no "they". There's no secret group of people that controls your success or failure. You've made that up to make you feel better about yourself. The truth is you, and you alone, control your success in life/business/everything. It's easy to blame "them" though, isn't it? Weak.
- 8 NO "X" FACTOR**

You can't do it because you're not pretty enough. Or don't have a strong personality? You don't have the "X" factor? Wow, what an unbelievably lame excuse. The truth is even jerks, idiots and boring people can be just as successful as anyone else. Your problem is you don't believe it yet.
- 9 WASTE TIME**

You're a classic time-waster. You spend hours and hours every day working on not-working. You do things that aren't productive. How are you ever going to get anything done, or reach any goal if you keep wasting time? You're not. So you might as well give up now if you're going to keep this path.
- 10 SOCIAL B.S.**

You spend way too much time in social media land. You waste probably about 50% of your productive hours of the day doing this. The sad part is, you know it, but you can't stop. So you can't get anything done that matters.
- 11 THINK SMALL**

You think way too small. You are constantly looking only a day or a week ahead instead of years ahead. Because of this, you never get anywhere, and you never lead; you always follow.
- 12 DON'T WANT IT**

You don't really want to be successful. Sure, you like to dream about it like everyone else. But in your heart you are afraid of what might happen if you really get it. That's B.S. fear your brain is feeding you. Success is change, and it feels really, really good. Tell your brain to shut the (foolishness) up.
- 13 DON'T BELIEVE**

You never believed that it's possible. Society taught you that only a few "exceptional" people get what they want. Everyone else should just settle. If you really want to believe that, go ahead. The rest of us will be at the front of the line because we believe.

By Jim F. Kukral

Visit JimKukral.com/13reasons to read more.

www.FB.com/TributetoStephenCovey

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you must give up to move forward

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Not appreciating the present moment

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7 Habits of Highly DETERMINED People



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Habit 1: **Grit**

"Grit is unwavering determination in the face of adversity."

Habit 2: **Seek Discomfort**

"Seeking discomfort is embracing the unknown with courage."

Habit 3: **Risk-Taking**

"Embrace calculated risks to reach new heights."

Habit 4: **Radical Honesty**

"Radical honesty is fearlessly revealing your innermost thoughts."

Habit 5: **Joyful Persistence**

"Find joy in the journey, not just the destination."

Habit 6: **Unconventional Thinking**

"Unconventional thinking is a fearless exploration of possibility."

Habit 7: **Purpose-Driven Action**

"Unwavering action guided by passionate intention."

"Let determination and unconventional thinking guide you to purpose-driven action. Embrace authenticity with radical honesty, and seek greatness fearlessly."

10 Principles of Kaizen

10 Principles of KAIZEN

You can always improve yourself. Whether it is learning something new or perfecting a skill you already have, there is room for improvement in everyone's life.

See how each principle can be applied to one's **PERSONAL LIFE.**

- 1 Never Stop**
There is an area for improvement in everyone's life, no matter how successful they are.
- 2 Eliminate Old Practices**
Let go of former habits, even if they seemed to have some benefit to you at the time.
- 3 Be Proactive**
Stop hesitating because of possible hurdles that you foresee, and move forward toward your goal.
- 4 Don't Assume New Methods Will Work**
Just because something worked for someone else does not mean that it will necessarily work for you.
- 5 Make Corrections**
Recognize the areas in your life that can use improvement, and make relevant corrections to help you progress.
- 6 Empower All Employees to Speak Up**
Encourage your friends and family to make suggestions if they see things that you could work on.
- 7 Crowdfsource**
Learn from other people and get some new ideas on things you can add to your routine to create continuous improvement.
- 8 Practice the "Five Why" Method**
By continuing to ask yourself "why?" you are likely to find the real reason behind a problem.
- 9 Be Economical**
Consider specific things you can save money on each week, and stop buying them.
- 10 Don't Stop**
Never consider yourself to be finished. Improvement has no limits, and can be continued on an infinite level.

Try to do something just a little bit better each day in order to make a large impact in the long run.

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How to be a Less-Stressed Leader - Why It Matters



How to be a **less-stressed LEADER**

In today's complex and rapidly changing health care environment, stress management has become a must-have leadership skill. As a leader, you have more control over your stress levels at work than you might think. There are four personal strategies you can use to be a less-stressed leader and model healthy behaviors for your team:

- » Respond productively to stress in the moment
- » Clarify your priorities
- » Advocate for yourself
- » Build supportive relationships

RESPOND PRODUCTIVELY TO STRESS IN THE MOMENT

Stress is contagious...

30%

People who experience "secondhand stress" from others' stress

...but so is wellness

20%

Increase in well-being when people's colleagues have healthy stress habits



IDENTIFY how you respond to stress

What's your stress tendency?

Avoidance

Tendency to distract yourself from your stressors and procrastinate

Complaint

Tendency to externalize your stress and negative emotions onto others

Obsession

Tendency to focus all of your time and energy on your stressors

Self-doubt

Tendency to internalize your stress and blame yourself

and practice a **HEALTHIER STRESS** response



Avoidance → **Engage more** with your stressors



Complaint → Get an **objective** view of your stressors



Obsession → **Take breaks** from your stressors



Self-doubt → Give yourself the **benefit of the doubt** when stressed

CLARIFY YOUR PRIORITIES

Identify your **TOP THREE** priorities at work



What counts as a priority?

- Directly supports a strategic initiative or business need
- Is **top-of-license** for your level and skill set
- Can be significantly **advanced** in the **next month**

Narrow your **TO-DO LIST**



Defer: Reschedule tasks to a later date on your calendar



Delegate: Hand off tasks to a colleague or a different team



Eliminate: Cross off tasks from your to-do list entirely

CONFIRM with a leader

- **Pressure test** what your priorities are
- **Agree** on what you can de-prioritize



Define your **PERSONAL** priorities

Block **DEDICATED TIME** for each of your priorities



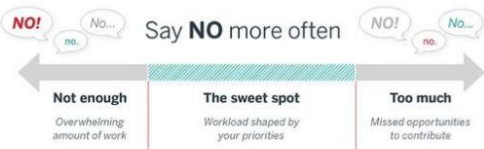
ADVOCATE FOR YOURSELF

Ask for **HELP**



What type of support do you need?

- Material** → Staff, money, technology, templates, collaboration
- Informational** → Expertise, facts/information, feedback, training, buy-in
- Emotional** → Listening, productive venting, humor, perspective, advice



BUILD SUPPORTIVE RELATIONSHIPS

Create a personal **BOARD OF DIRECTORS**

- Peer leaders in **other departments**
- People with **different expertise** than you
- Senior leaders and **mentors**
- People with **similar goals** as you



Practice **POSITIVE** venting



- Create an **appropriate forum**
Agree on a specific time and place—with the appropriate people—to get stress off your chest
- Set a **time limit**
Restrict the amount of time you and your colleagues vent—and try not to go over time
- Focus on **solutions**
Reserve time at the end to brainstorm some potential solutions—end on a positive note

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Introspective: 12 Negative Thoughts Holding You Back

12 negative THOUGHTS holding you back

“We are addicted to our thoughts. We cannot change anything if we cannot change our thinking.”

www.FB.com/TributetoStephenCovey

1 ***“My past is indicative of my future.”***

- ❖ Failed attempts and mistakes are part of the growth process, valuable experiences.
- ❖ Being defeated is a temporary condition; giving up is what makes it permanent.

2 ***“I care what they think of me.”***

- ❖ Ignore the rude people who talk about you behind your back, exactly where they belong.
- ❖ True strength is being wise enough to walk away from the nonsense proudly.

3 ***“I’ll do what makes me happy someday.”***

- ❖ Today is the oldest you’ve ever been and the youngest you will ever be again.
- ❖ The perfect moment to follow your values and pursue your own dreams is now.

4 ***“I can’t,” “It’s too late,” “I’m not good enough,” etc.***

- ❖ Our attitude shifts our sails and ultimately determines not only our final destination, but more importantly, the voyage and experiences along the way.

5 ***“There’s so much that could go wrong.”***

- ❖ Stop being afraid of what could go wrong, and start thinking of what could go right.
- ❖ Be thankful for all positive things you have to fuel an even brighter tomorrow.

6 ***“I will never forgive you.”***

- ❖ Forgive them. You have learned about trust & being cautious when you open your heart.
- ❖ You are stronger now and better equipped to find the kind of love you deserve.

7 ***“I don’t like them because they’re broken.”***

- ❖ Be someone who builds and nurtures with an understanding, forgiving heart and looks for the best in people & leaves them a little stronger than before.
- ❖ Don’t sum up a person’s entire existence in one moment.

8 ***“I am too unhappy to make anyone else happy.”***

- ❖ Happiness is a boomerang. When you catch yourself feeling unhappy, doing something small that makes someone else happy. When they smile, it will be hard not to smile back.

9 ***“I can’t trust anyone.”***

- ❖ We often keep our hearts closed because we don’t trust ourselves to survive the pain again.
- ❖ We come to realize our true strength through hurt and sufferings.

10 ***“Everyone else is doing it, so it must be right.”***

- ❖ Live YOUR life.
- ❖ Never hide who you are.
- ❖ The only shame is to have shame.
- ❖ Stand up for what you believe in.

11 ***“It will never get better.” / “It will never get worse.”***


- ❖ Appreciate every great moment.
- ❖ Take one day at a time.
- ❖ All moments, good or bad, would last forever.

12 ***“I don’t have time to dream.”***


- ❖ The real tragedy in life lies in having no dream to reach.
- ❖ You don’t have to see the whole staircase; you just have to take one step at a time.

Content by **MARC** Designed and shared by **Catherina Chia** ✉ Hi@CatherinaChia.com

Upgrade Your Mindset




UPGRADE YOUR MINDSET



It doesn't cost you a single penny to update your mentality.

Things in life can't be changed. FIXED MINDSET <i>"I am as I am."</i>	Effort is the road to mastery. GROWTH MINDSET <i>"I can improve."</i>
I don't deserve it. SCARCITY MENTALITY <i>"There are no opportunities for me."</i>	I deserve it. ABUNDANCE MENTALITY <i>"There are always plenty of options."</i>
Hate and fear NEGATIVE THINKING Disconnecting and excluding	Love POSITIVE THINKING Connecting and sharing
Can't attitude PROBLEM ORIENTED Blaming others	SOLUTION ORIENTED <i>"The best way to solve this is..."</i>
You go where life kicks you. REACTIVE MINDSET <i>"Let's hope for the best."</i>	You take full responsibility for your life. PROACTIVE MINDSET <i>"I am the designer of my life."</i>
SUBOPTIMAL THINKING <i>"How can I do this task?"</i>	OPTIMAL THINKING <i>"What is the best way to do this task?"</i>
My way or the highway. EGOTISTICAL THINKING <i>"I know I am right!"</i>	There are many ways towards a goal. AGILE THINKING <i>"Let's put my assumptions to a test."</i>
INDECISIVE MIND <i>"I don't know what to do."</i>	REGRET MINIMIZATION <i>"Will I regret not doing this?"</i>
Overthinking what you have and what you don't, what other people think of you, how was your performance etc. will definitely make your life completely miserable	from time to time SHUT DOWN YOUR MIND and enjoy life.

 **AgileLeanLife.com**

Learn more at:
<http://bit.ly/UpgradeMindset>

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Eight Factors Of Happiness



8 FACTORS OF HAPPINESS

Source: Duke University Study on Happiness

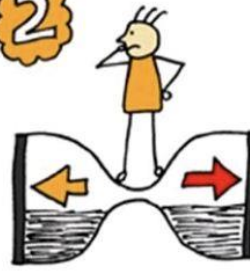
1



LACK OF SUSPICION and RESENTMENT

nursing a grudge was a major factor in UNHAPPINESS

2



NOT LIVING IN THE PAST

pre-occupation with past mistakes and failures lead to depression

3



NOT WASTING TIME & ENERGY FIGHTING THINGS YOU CANNOT CHANGE

"co-operate with life"

4



STAY INVOLVED WITH THE LIVING WORLD

resist withdrawal & become reclusive during stress

5



REFUSE TO INDULGE IN SELF-PITY WHEN LIFE HANDS YOU A RAW DEAL

"no one gets through life without some sorrow and misfortune"

6



CULTIVATE OLD FASHIONED VIRTUES
LOVE
COMPASSION
HUMOR
LOYALTY

7



DONT EXPECT TOO MUCH FROM YOURSELF

gap between expectation and ability = feeling of inadequacy

8



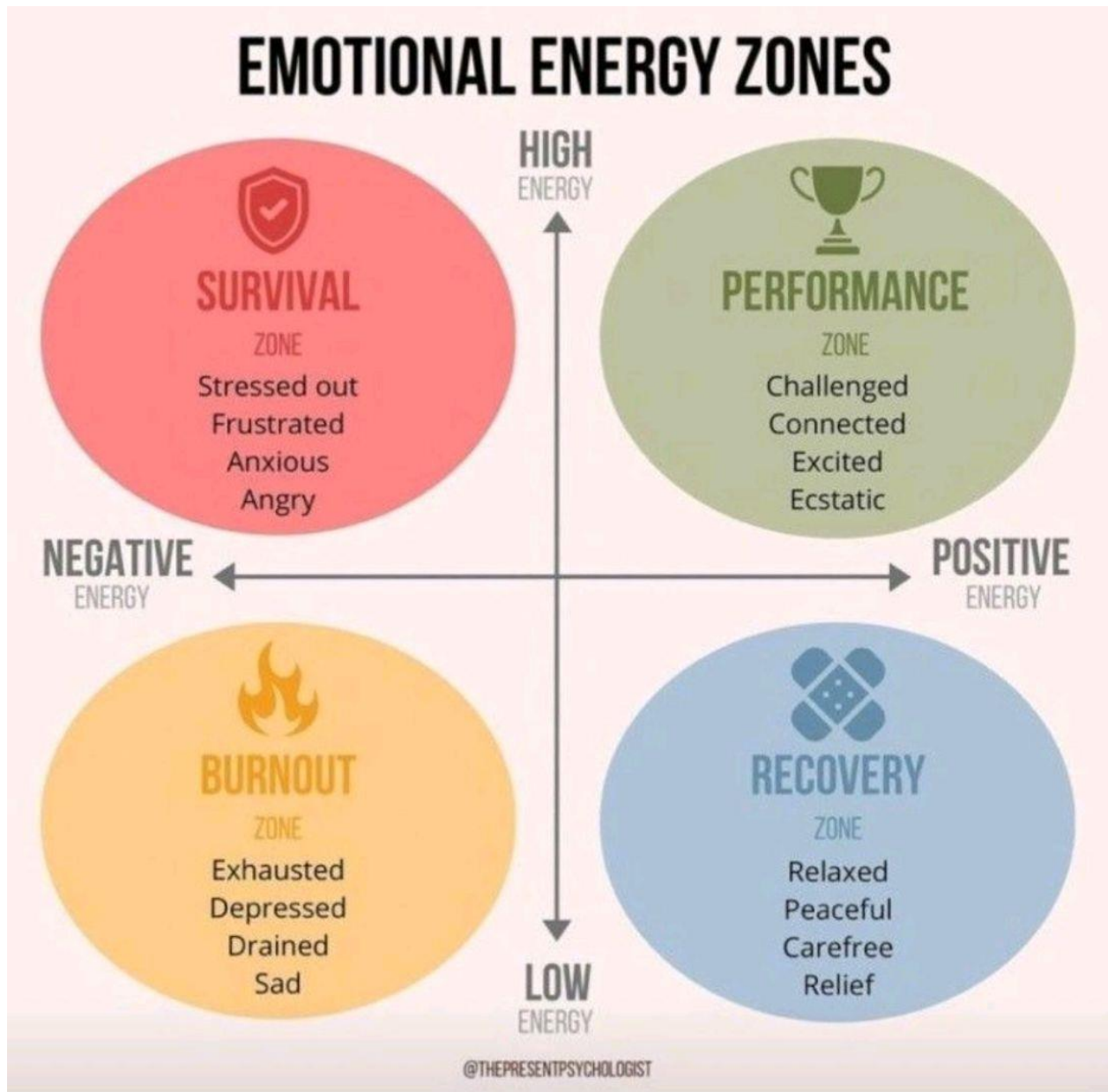
FIND SOMETHING BIGGER THAN YOURSELF TO BELIEVE IN

self centered egotistical people score lowest in any test measuring

HAPPINESS

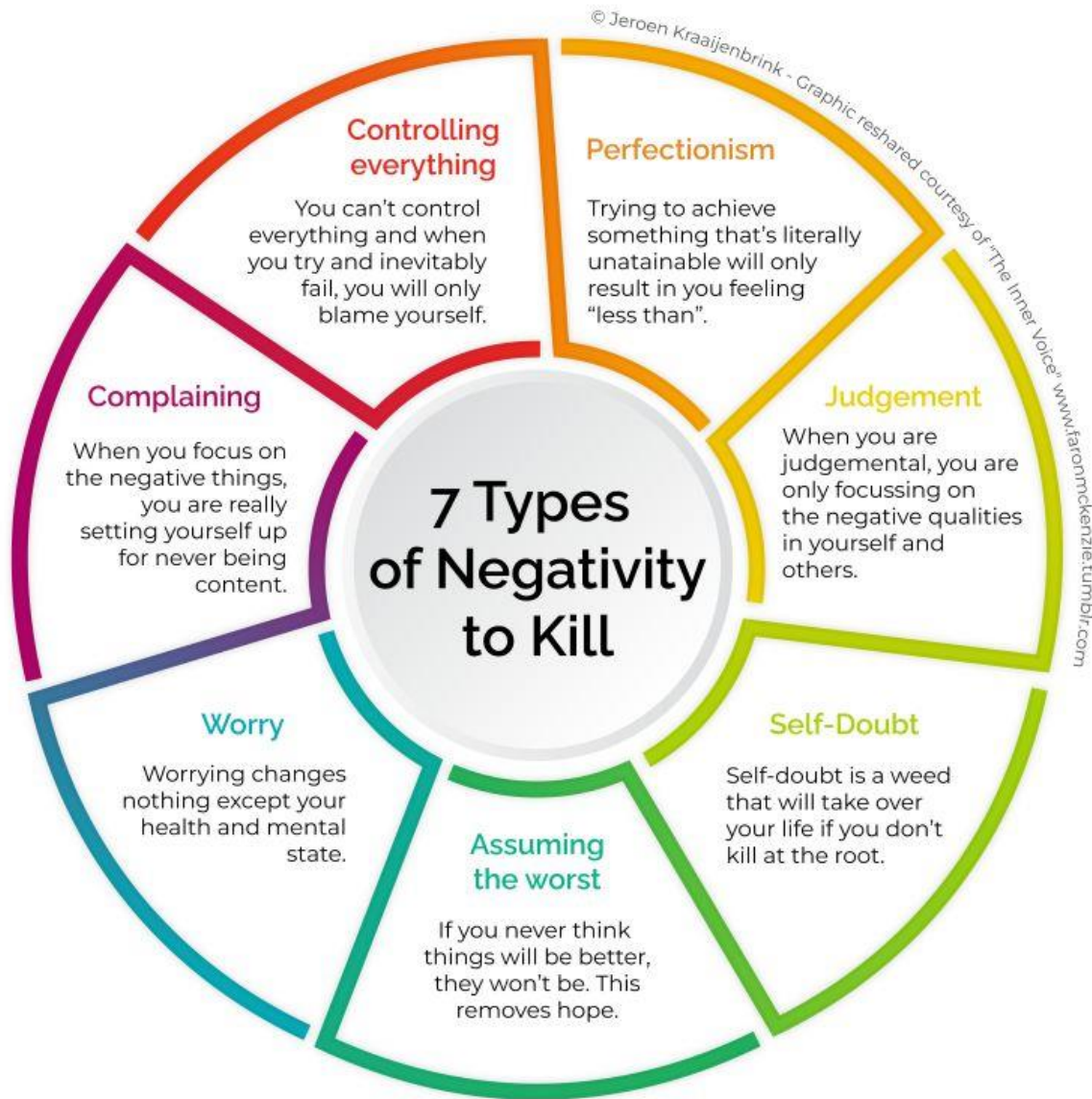
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Emotional Energy Zones



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7 Types of Negativity to Kill



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To learn more about DNA Behavior International and the solutions we offer, please visit:

www.dnabehavior.com

If you have any questions or would like to discuss with an executive on our team, please email us at:

inquiries@dnabehavior.com

