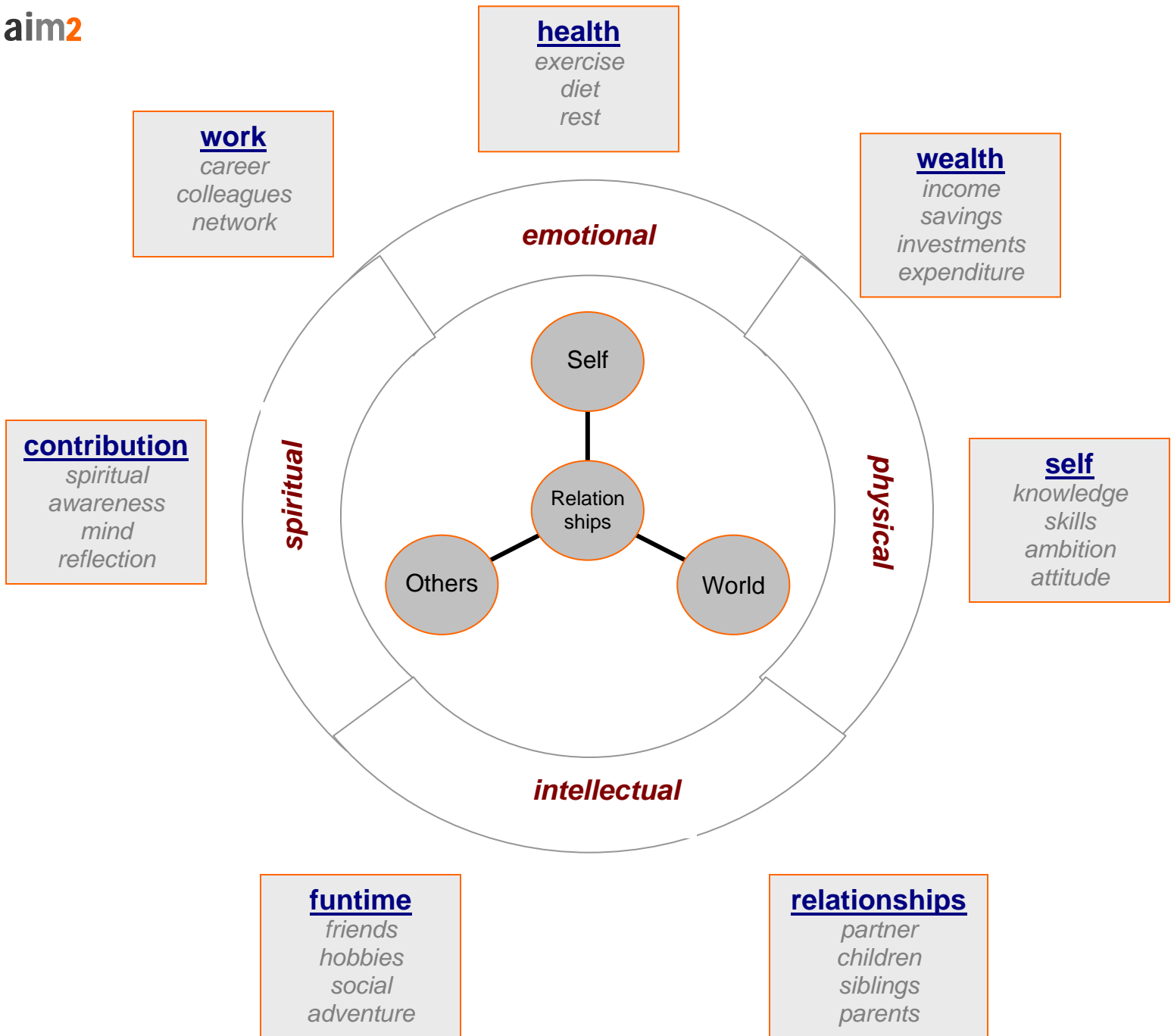


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a life in balance with loving relationships



Happiness in life is attained from achieving balance and attending to your relationships. Achieving balance and nurturing relationships takes effort; however, building up a sweat, when it leads to achievement, success and improvement makes you feel so good. It is honest work – in fact it is the only worthwhile work. Make your life fit your dreams.

Attend to yourself first and every aspect of your life; you can only help a drowning man if you can swim and carry the weight of two people. So get balanced, build up security and you will be less likely to slip over the edge. Then attend to your relationships with your “significant others”; love them by helping them grow. Then attend to your relationship with the World; find your place and make your mark – achieve peace and respect, and give compassion and support.

Choose a coach to show you the way.

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24 hour action plan for happiness and success

stay conscious

Wakey wakey.

This sounds rather trite – but many people choose to “escape” (especially at weekends, and frequently every evening) through the use of alcohol, class A, B and prescription drugs. Even when you have a habitual low intake (a glass or two with dinner) you are giving yourself an excuse to “deal with things tomorrow”, because you have the illusion that you are relaxing. Take it from me unfinished business is never relaxing!! Escape is avoidance – it is a short-term distraction. The hangover is not just restricted to a muddled head and desire for chocolate; it extends into all areas of your life where your “to do” list is getting longer and harder to digest.

Success can only be gained through achievement; achievement is gained through focused action; and motivation to focus and act can only be gained from a conscious mind. Ask yourself how many hours in a day are you unconscious and therefore unable or unwilling to do anything that improves your life?

Choose to remain fully conscious and experience the World in all its glory.

expand your awareness

Being fully conscious is the first step: consciousness provides us with choice – the choice of where to place our attention. If your attention is too often shone onto trivia, then you are just “walking unconscious”; unconscious to your thoughts, feelings, health and that of others, because you have escaped! Unconscious escape and distraction can also result from over-indulgence in activities which demand nothing from you, for example, too much worthless TV and living vicariously through celebrities. Gossiping about other people diverts your attention from anything positive and produces absolutely nothing of any use. Throwing your energy away on myths and fables about other people just taints your whole body with pride, jealousy, anger, haughtiness, viciousness, nastiness and mindlessness. All of these are visible to the world, because we all “leak” our real thoughts for others to read. Is that how you wish to be seen?

Humans are at the tip of the evolutionary tree because we have the most capacious and capable brains – why numb your brain and fill it with trash? If you put rubbish in – you get rubbish out!

Awareness is making decisions, thinking, and reflecting with full consciousness. We have the ability to focus our attention like a sharp pencil beam of light onto any subject, and in these moments we can see with real depth and understanding; however, to gain full perspective we have to occasionally stand back and shine a floodlight. Noticing those occasions when the mind is pulled onto distracting and unproductive thoughts is the first step of raising your awareness. You will develop this awareness by practicing regularly a simple skill, as follows:

awareness practice

When you notice your mind wandering – stand, or sit straight, take a deep breath, close your eyes, and follow your breath slowly in and slowly out – repeat this two or three times. Your mind is now returning to within your body. Allow your awareness to flow through your limbs to your hands and feet, through the torso and all around the head. Notice how you are feeling and acknowledge your thoughts but make no judgements about them, just say “hello”. Once you are certain your mind has been rescued from distraction place it back on the task in hand, and use your floodlight to consider your priorities and progress, check perspective and decide what the next steps will be. There, well done, you’re successful and your awareness has been expanded: easy isn’t it! Practice this as often as possible, until it becomes a habit.

love your work

During our working lives we spend 50% of our conscious time *at work!* For some of us, even when we are not *at work* our minds dwell on it. Therefore, whether you view your work as just a job, a career, or a calling, it is important to ensure that the relationship you have with work is healthy and positive. How can this be done?

If you begrudge going to work, if you hate your boss or colleagues, if you are over-anxious at work, if you think you are in a rut, or if you think you have to work 60 hours a week because no one else is, then your relationship with work is out of kilter. It may be that eventually a change of position or employer is required, however, in the meantime, unless you change the way you think about work, nothing will change!

We can’t all rescue children from the slums of Mumbai, nor can we all clear mines from Cambodia’s jungles; however, the product of your labours will benefit somebody somewhere. Find out who and how! Use your improved awareness to look at your work from different perspectives – from the point of your colleagues, customers, and suppliers; from the angle of the economy, ecology and society; and don’t forget from your own eyes and your skills, contribution, knowledge and attitude. What can you start thinking about yourself and your work that will motivate you to perform with real quality and awareness? What will those good feelings be like when you achieve successes and achievements? Notice how valuable you are – wanted for your knowledge and ability; make yourself indispensable – start to plan your days to enjoy the good parts of your work and deal with the less enjoyable parts.

Write down a recruitment advert for your own position – see how skilled and experienced you have to be to do what you are doing!

Now you can start to feel proud when you walk through the factory gate.

turn your “to do” list upside down

How often do the really important “things to do” sink to the bottom of your “to do” list like a steam pudding after a full roast; yet the trivial, distracting, easy and enjoyable things rise to the top, like bubbles in a frothy milkshake?

The reason for this is that those “big jobs” are impossible when compared to simple tasks like “call so-and-so”, “pick up the kids”, “buy some cabbages”, “arrange a meeting” and “file your travel expense claim”. Those are all achievable in one simple bite. However, “implement a new management system”, “decorate house”, “transform garden”, “become healthy” and “find new partner” are not achievable in one step, these are all end results – more like a huge meal of large mouthfuls. That’s why we always choke on these items when we review our daily “to do” list! They sit in the pits of our stomachs like knotted rope – indigestible and stuck.

Bring those knotty problems to the top of your list and start to untangle them – pull them apart - turn by turn - until you have a multitude of single strands. Each strand will be as easy to swallow as a spoon of honey: swallow enough spoonfuls and your plan will get completed. Be sure to spread the work so that you don’t get sick!

By breaking down your tasks into bite-size chunks you make those difficult jobs more digestible. By bringing them to the top of your list means that at some time, early in your day, you will only have fun things to do remaining on your list – how good will that feel?

Most children learn how to delay gratification – regain that playful thinking and enjoy your days.

plan your enjoyment

Ever woken up on a Saturday with the enjoyment of knowing you have nothing to do all day? Ever, got to the end of that day feeling lethargic, depressed, bored and frustrated? If you don’t plan your enjoyment you can spend hours travelling from fridge to kettle to TV to the newspaper and back to the fridge. Not stopping long enough to cook a hearty meal, read two exciting chapters or watch a wholesome programme. Our free time is rare and yet we have the ability to sabotage our enjoyment by drifting through the day aimlessly and achieving nothing. Successful days at work are days which are planned, and where we put in the effort to execute those plans and achieve something special. Successful “days off” need the same rules!

Sprinkle all your days with some activities and events that you can look forward to – set aside time and make the effort to complete your plan - be creative!

meet someone

Contact a good friend, an old friend, a relation or a colleague you wish to get to know better and make a date. Go for coffee, a walk, make a call, or communicate on facebook – make the effort.

introduce variety

Try something new, or complete a routine task in a different way. Drive to work via the B-Road; buy your sandwich from a different café; wear some different clothes; sit at a different desk; read a different newspaper; go for a walk after dinner – be creative, don't accept mediocrity and routine.

inspire and/or educate yourself

Listen to radio 4 during breakfast; play a motivational CD in the car; download an e-book and read a chapter during lunch; go to the library; see a play; listen to a lecture; go on a guided tour; visit a museum or gallery; enrol on a course; read some poetry – in today's world the choice of activities is absolutely mind-boggling – get surfing.

create something

Write some poetry; sketch the dog; organise your photographs; learn to paint; brainstorm ideas for your annual holiday; dream up something wild for the weekend; doodle; ask someone for some ideas; cook something for the first time; trim your privet hedge into the shape of an aardvark.

get physical

Go for a run: do some yoga; play chase with your kids; dance around the living room; breath deeply for 5 minutes; walk up and down the stairs; have a long hot bath; take a vigorous shower; use your imagination in the bedroom 😊 - work up a sweat and get those hormones flowing.

r e l a x

Even if your idea of relaxation is to flop onto the sofa and “do nothing” – plan it, make sure you look forward to it and know how long you will do it for and what you will do afterwards. In this way your “flopping” is done with full awareness and will be an achievement – you will be a successful flopper!

Our methods of relaxing can rub close to losing consciousness (our starting point). There's nothing wrong about enjoying a few drinks, catching up on a TV soap, or playing some childish game – just remember it is more enjoyable if you plan the time, look forward to it, and stay in control so that you retain fond memories and avoid a massive hangover.

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embrace spontaneity

Despite all my imploring to plan – when your awareness is heightened take those opportunities for enjoyment and success whenever they occur. Consider the consequences and then choose to “go for it”. Embracing spontaneity does not make you capricious or unreliable; it makes you alive and vital. The happier your life is – the happier you appear to others – this will only attract people to you, and *they* bring opportunities to be spontaneous. Be prepared to rip your plan up and go with the flow.

end-of-day

When you finally complete your day full of meaningful relationships, rewarding experiences and joyful events, take some time to reflect on your success. Regurgitate those excellent feelings and let them fill every cell of your body, every nerve, tissue and organ and revel in your happiness – celebrate! As you pull the duvet over your shoulders look forward to all the good things that will happen tomorrow and sink into a dream-world where you achieve anything you want and your days are happy and fulfilled.

Goodnight – sleep tight

coaching

Your life-coach will raise your awareness to the possibilities that exist in your life and open your eyes to options for growth and success. You will wipe away the dust from your eyes and begin to see clear visions for each element of your life – visions that you will turn into reality. Your coach will motivate you to create a plan of achievable milestones that inspire and excite you and move you closer to your visions. You will be supported through those knotty problems and you will be encouraged to enjoy the routine by changing your point of view. You will find that you start to attract success and happiness; your life will become more adventurous and fulfilling. Your coach will celebrate each victory with you and finally demonstrate that you can achieve whatever you wish by yourself, and let you go full of confidence, drive and intention.

It's your choice to make, your action to take and your successes to celebrate.

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