

Chapter 3 Success Secrets

Be proactive about your goals—only you can make them happen. (p. 86)

Be specific when setting your goals. (p. 86)

Short-term goals and long-term goals are equally important. (p. 90)

Keep reminding yourself to stick to your goals. (p. 90)

Once you have achieved one goal, move on to the next. (p. 93)

Choose your goals to please yourself, not others. (p. 94)

Don't hesitate to ask for support when you need it. (p. 95)

You will need to adapt to change throughout your life. (p. 96)

It's normal to feel stress when faced with change. (p. 100)

Look for uplifts to offset the stresses of life. (p. 101)

Fatigue and irritability can be signs of stress overload. (p. 102)

Learn to recognize situations that cause you stress. (p. 105)

Make time for relaxation every day. (p. 105)

Regular exercise keeps your mind and body fit. (p. 106)

Practice a technique for clearing your mind of worries and distracting thoughts. (p. 106)

Establish a support network. (p. 107)

Make time for refreshing, entertaining activities. (p. 107)

Remember to keep your sense of humor. (p. 108)

Anger harms your physical and mental health. (p. 111)

Figure out what makes you angry—and why. (p. 113)

Focus on staying calm. (p. 114)

Change what you can, and accept what you can't. (p. 116)

Your thoughts and feelings are valid, and you have a right to assert them. (p. 116)