



Positive Spirit

Positive spirit can be best defined as the optimistic attitude that comes from knowing, that God works on all things that are good for those who love him. Being optimistic is to always look on the brighter side of things.

Negative attitude not only prevents you from fully enjoying your life, but can also have a significant impact on your environment. One of the best things you can offer to your family, organization or community, is your **positive attitude**.

In the wise words of Michael Jackson, "If you want to make the world a better place, take a look at yourself and make a *change*." By making small adjustments in your daily life and mindset, positive habits can be formed. These will make yourself happier and also everyone around you.

A **positive attitude** does not mean ignoring the troubles of life. It just means being an optimist — *looking for the good in everything*, rather than being a pessimist — *concentrating on the bad in things*. A **Positive Attitude** leads to Success and Happiness. Positive attitude helps you cope more easily with the daily affairs of life. It brings optimism into your life, and makes it easier to avoid

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worryes and negative thinking. Sometimes your attitude can make all the difference in the world.

Here is a list of 10 habits that can turn a gloomy outlook into an effortlessly optimistic attitude.

1. Keep Gratitude in Mind

Sometimes one single bad event can ruin an entire day and an unpleasant happening at night can overshadow the next day. We are aware that our mind tends to hang on to the negative and we get worried easily. To avoid this we can intentionally focus on the good parts of our day. Try writing down five things that you feel grateful for every day, and see how your attitude changes. Science has found that gratitude can significantly increase your happiness, and it also protects you from stress, negativity, anxiety and depression.

2. Reframe Your Challenges

No one can win or succeed every time. "Sometimes you win and sometimes you learn." – *Robert Kiyosaki*. There are no dead ends, only re-directions. Despite our best efforts, there are only very few things in life that we can completely control. Therefore we should not worry about things over which we do not have any control. What we can control is the effort that we put in and when we give our full effort, there is no reason for regret. Enjoy the challenges, do not resist or try to escape. Accept them as opportunities or adventures, instead of attempting to resist or avoid.

3. Get Good at Being Rejected

Rejection is normal and is a part of life. No one can get along the walk of life without being rejected ever. Do not let it harden you or dishearten you. Keep your efforts going. Do not expect the worse. If you wait for bad things to happen they seem to follow, and chances are you may miss many good things along the way.

4. Use Positive Words to Describe Your Life

The words that we use have a lot more power than what we think. How you talk about your life is how your life will be. This is so because your mind hears what you say. If you describe your life as boring, busy, chaotic, that is how you will perceive it and feel the negative effects in your body and mind. If you use the

words simple, involved, familiar or lively, you will see your life in a different light and find more enjoyment in the way you chose to shape your life. A study from US data suggests that having a positive attitude has a direct effect on your happiness.

5. Replace *has* with *get* ✓

Have you ever noticed how many times we say that we *have* to do something? I *have* to go to work. I *have* to go grocery shopping. I *have* to pay my rent. Now change this one little word to *get* and see what happens. I *get* to go to work. I *get* to go grocery shopping. Even, I *get* to pay my rent. Your attitude quickly changes from doing a duty or fulfilling an obligation, to get happily used to do your regular jobs as routine and enjoy doing everything you do. Try to make this change and you may feel and appear happier, and less stressed.

✓ 6. Do not Let Yourself Get Affected by People's Complaints

Do not pay attention to complaints made by anyone, because this may lead to your thinking in the same way. A study done at the Warsaw School of Social Psychology shows that complaining leads to lowering of mood and negative emotions, decreased life satisfaction and optimism; emotional and motivational deficits.

✓ 7. Breathe

Our breath is directly connected to our emotions. Have you noticed we hold our breath sometimes when we are concentrating on something? Can you feel your breath change, when you are angry or anxious? Our breath changes depending on how we feel. The great news is that the connection goes the other way too. *We can also change how we feel, using our breath!*

✓ 8. Be Hopeful and Expect Good Happenings Even in Tragedy

It's hard to have hope and to be positive in difficult times. However even in tragedies like violent disturbances we find people rising up and do their best to prevent them. During every natural disaster, major accident or any traumatic event there are people who come forward to help the needy and they reach out to the sufferers with love and compassion. Hold onto the stories of modern day heroes and selflessness, in the times of fear and devastation.

9. Have Solutions when Pointing Out Problems

Being positive does not mean that you have to be indifferent to problems or just avoid them. Positive people have constructive criticisms to improve conditions. If you are going to point out problems in people or situations, make as much effort into suggesting solutions. Instead of pointing out all of the things that are wrong, offer ways to make them better.

10. Make Someone Else Smile

Who do you think about most of the time? Honestly, most of us would say ourselves. It's good to hold ourselves accountable, take responsibility for our life roles, hygiene, food, etc. but set a goal for each day to make someone else smile. Think about other's happiness and it will help us to realize our immense impact that our attitude and expression has on the people around us.

COMPARISON OF POSITIVE AND NEGATIVE ATTITUDES

<i>Positive</i>	<i>Negative</i>
1. Always active ready to go	1. Passive and nervous
2. Strong will power and motivation	2. Tired and sluggish
3. Fully Concentrated and focussed	3. Divided and indecisive
4. Feeling secure and in harmony with self	4. Insecure, out of balance
5. Light in movements	5. Heavy and slow
6. Always in happy and good mood	6. Very low and bad mood
7. Free from conflicts	7. Full of problems and conflicts
8. Strong with great self confidence	8. Unsure, Lacking self confidence
9. Free from performance anxiety	9. Afraid, not daring to go for it
10. Bold enough to go well and aiming high	10. Anxious about performance

What is the difference between an obstacle and an opportunity? Our attitude towards it. "Every opportunity has a difficulty, and every difficulty has an opportunity." Cultivate an optimistic mind, use your imagination, always consider alternatives, and dare to believe that you can make possible what others think is impossible.

A positive attitude in the workplace can help you, whether you are a business owner, an employee, or a manager in any business environment. You will enjoy doing your work more and achieve your goals more easily and faster, with a positive attitude.

Cynicism (being suspicious) and sarcasm (hurting with words), are very common at every workplace, and these make you and your co workers fail to achieve the desired goals. You may not be able to control the mood of the entire workplace; but you are always in control of your own attitude each day. Use these ten tips for developing a positive attitude in the workplace ;

1. Gratitude

Appreciate everyone who does a good job and does it on time. Specially praise them who achieve more than they were required to do. Appreciation always has good effect on both the giver and the receiver.

2. Celebrate the Victories

For some reason, many people tend to focus on everything that is going wrong. Instead of worrying about or complaining wrong things, focus your attention on things that are going well. Celebrate the victories at work. Reward yourself or praise others for a job well done. If you are part of a team that does something successfully, arrange a get-together to celebrate it.

3. Turn Problems into Opportunities

If problems are encountered, do not just focus on them. Instead, change your focus by asking yourself or your team, "How can we solve this issue, and what can we learn from it?" Every problem, or challenge, is an opportunity to learn and grow.

4. Keep Healthy and Well Rested

It is tough to have a positive attitude when you are feeling unwell and are tired. Make sure you get enough sleep, eat lot of fresh fruits and vegetables, drink enough water, and get regular exercise. This will help in having much more energy and focus, and you will actually be able to do more in less time. You will also feel much better mentally, which will help you maintain that positive attitude.

5. Smile

Force yourself to smile, even if you do not feel like. A smile will actually shift how you feel internally. When others see you smiling, they too feel better.

6. The "No Complaining" Policy

No one likes a complainer. If you are a manager, tell your team that you would not like them coming to you with an issue, unless they have a proposed solution for the same. Go to your boss and explain that you have a challenge and would like to offer a way to solve it. This minimizes complaining and turns the focus to possible solutions instead, thereby maintaining a constructive work environment.

7. The Win-Win Policy

Make it your own personal philosophy or make it a requirement in your workplace that each agreement reached must be win-win. Agreements and negotiations must never favor one party. There is always a way to make agreements positive for both parties involved.

8. Put People in Positions That Use Their Strengths

People will be more motivated and give better results when they enjoy what they do. Different people have different qualities. Observe the strengths of individuals and put their skills to use. If you utilize strengths of people, you'll see a dramatic shift toward a positive attitude in the workplace.

9. Trust and Evaluate People Based on Their Results

If you are a manager, trust your people to do the jobs. Give them authority to decide how to do their jobs, you will get amazing results. Tell your people what you want them to achieve, and then let them go do it. When you trust them to do it well, they will honor that trust. Most people will do the best they can to live up to the confidence you placed in them, and they will appreciate you for it.

10. Focus on What You Enjoy. Improve the Things You Don't Enjoy

Make a list of the things you enjoy about your job and your workplace. Make it a point to review this list often as a reminder that there are good things about your workplace. For the things you do not enjoy, ask yourself how you could make them tolerable. Could you do them at a different time, in a different way? Can you speak to your manager about them, and offer a possible solution? Can you see anything good about them? If so, focus on that instead. Do whatever you can think of, to make these tedious tasks more enjoyable.

"Train your mind to see something good in everything".

— Buddha

SUMMARY OF POSITIVE SPIRIT

1. Positive attitude is a state of mind that envisions and expects favorable results.
2. The willingness to try doing new things
3. The belief that everything would turn all right
4. It is an attitude that helps you see the good in people.
5. It is a mental attitude that sees the good and the accomplishments in your life, rather than the negative and the failures.
6. A positive attitude is a mindset that helps you see and recognize opportunities.
7. Positive attitude means positive thinking
8. It is optimism and maintaining a positive mindset
9. It is a mental attitude that focuses on the bright side of life
10. It is a mindset that uses the words, "I can", and "it is possible".

Character Traits of People with a Positive Attitude

1. A positive attitude is mental outlook of optimism and of expecting good things to happen. People who possess this attitude are easier to get along with, are happy, and they spread joy around them.
2. A person with a positive state of mind does not dwell on the problems and difficulties of the past, and does not let them dictate his or her life. Such a person would rather learn from past mistakes and move on.
3. A positive attitude can affect your life favorably in all areas. People with a positive outlook, view life, challenges, and the situations they go through, with confidence and are sure they can deal with them.
4. These people would not be stuck in a negative attitude of fear, lack of self-esteem and passivity. People with a positive attitude will not let failure or obstacles stand in their way, and will always try to find ways to overcome them.

How to Avoid Negative Thinking? Here are a few techniques:

1. Try to be aware of your thoughts. Most often, one thinks in an automatic way, hardly aware of what he or she are thinking. If you strive to become aware of your

thoughts, you will know when you are thinking negatively, and therefore, would be in a better position to avoid them.

2. When catching yourself thinking negatively, consciously, try to think of something else, something positive and uplifting.
3. Choose to watch happy and funny movies, instead of movies about disasters and unhappiness.
4. Think often about the good things you have in your life, and less about the bad things. Look at the filled part of the glass, not at the empty part, even if the empty is greater than the full.
5. Align your thinking with your actions. When doing something, focus on it. When eating, focus on the act of eating. When dressing, focus on dressing, and when exercising your body, focus on the exercise. In this way, you will not make a place for negative thinking.
6. Sometimes, during the day, visualize yourself doing something you love doing, like walking or sitting on the beach, visiting a beautiful place, or being in the company of people you love.
7. Be aware that sometimes, problems and difficulties are blown out of proportions. Often, they are minor problems and difficulties not worth your time and energy. Having this point of view can help you avoid negative thinking, when facing problems or difficulties.
8. If negative thoughts persist, write them down, and analyze them to see if there is any truth in them.
9. Do not fight the thoughts you don't want or don't like. If you fight them, they become stronger. A better approach would be treating them with detachment and lack of interest.
10. Surround yourself with positive people.

Tips on How to Build a Positive Attitude

1. Become more aware of your thoughts. Are they predominantly negative or positive? Do you often think negatively, and are you aware when you do so? Becoming aware of your thoughts is the first step to change them.

2. When a negative thought enters your mind, immediately replace it with a positive thought. You will have to repeat this process constantly, until the new thoughts replace the old thoughts.
3. Be kind with yourself and do at least one thing a day that you enjoy doing, and which makes you happy.
4. Every day, find the time to listen to music that you love and enjoy.
5. Read about the life of positive and successful people. You can find many articles on them on the Internet, and on many books.
6. Reading inspiring quotes, motivate, inspire and encourage you, and help you to develop a positive attitude toward yourself, your life, and your environment.
7. Visualize your life as you wish it to be, and believe in what you visualize. If negative images try to enter your mind, replace them with images and scenes that you want to come true. Refuse to indulge in doubts and negative thinking.
8. Do not listen to people who tell you that you cannot do this or that, persuade you that you lack the right skills, or constantly tell you that you are a failure. This might be their opinion, but not yours.
9. Always prefer to watch inspiring, motivating or funny movies. They would help you maintain a happier and optimistic attitude.
10. Learn how to use affirmations. These are positive statements that you repeat over again, just like autosuggestion. They are a great tool for building a positive attitude.
11. Read, study, and start to use the power of visualization. When you know how to use it effectively it can improve your life in every area.