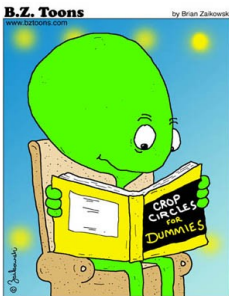


PowerUp



Welcome to the June issue of PowerUp



Need to increase your capabilities?

Do you or people you know need to improve their performance personally, professionally, in the workplace or educationally?

Visit [Progressions](http://www.progressions.co.nz)
www.progressions.co.nz

Or call me on
 06 8366362
 0274382467

Email:

janett@progressions.co.nz

to discuss how I can help you, your business or organisation to improve performance personally, professionally, or educationally.

Don't forget—there's a referral programme you could benefit from.

Hello again to regular readers and a big welcome to those who are receiving **PowerUp** for the first time.

The newsletter is intended to bring brief and interesting snippets from which readers may find something of interest or inspiration. Of course as a business newsletter I also hope to showcase my services.

Over the last few weeks I have attended a number of meetings where networking has been a key focus. After several attempts at encapsulating my business I realized that while my range of offerings have the common theme of assisting individuals, groups and organizations with

change and development, people easily lose the theme in the complexity of mentoring, coaching, training, development, organizational change, and even educational development. Not to mention research and preparation of reports and manuals. I need to simplify the message!

So the theme of this newsletter is the KISS principle—"Keep it Simple Stupid!". Each small article takes one aspect of the services I can offer and offers some insight into how to apply KISS in that context.

Please read the newsletter with a view to seeing some of the services I can offer and how these relate to progressing

people, groups and organizations and how the KISS principle can enhance performance in business and in individual lives.

And for the record —

Progressions offers a range of services that assist with personal, professional, and business change and development. These include:

- Mentoring & Coaching
- Developing and delivering training seminars
- Working with employees to solve employment challenges
- Organizational change & development
- Report & document preparation (and research)

Tried and true technique for decision-making

Thinking is the ultimate human resource. The main difficulty of thinking is confusion. We try to do too much at once.

These are the words of Edward de Bono in the introduction to a revised edition of one of his better known works —"Six Thinking Hats".

Many of you will be familiar with de Bono, especially his work on lateral

thinking. This book is a great guide to simplifying thinking, especially in groups when decisions need to be made.

De Bono proposes a process in which everyone in the group thinks with the same "hat" at the same time. They alternate between "hats" of facts, feelings/intuition, creativity, caution, positivity, and an organising "hat"

that guides the thinking and brings it together. This way thinking is done one way at a time and everyone uses the same focus.

There is ample evidence that better and faster decisions can be made this way.

This is well worth a revisit or investigation (if you are new to de Bono) as it definitely proves the worth of simplifying group thinking.

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Quotes of the month:

"Simplicity is making the journey of this life with just baggage enough"

Anon.

"Making the simple complicated is commonplace; making the complicated simple, awesomely simple, that's creativity."

Charles Mingus

Inside this issue:

Simple happiness **2**

Clients Dilemma - making change fast or making change last **2**



Member of the International Coach Federation (ICF).

Member of New Zealand Association for Training and Development (NZATD).

“Grateful people report higher levels of positive emotions, life satisfaction, vitality and optimism...”



“We are all in the gutter, but some of us are looking at the stars”.
Oscar Wilde—Lady Windermere’s Fan, 1892.

Simple Happiness

One of my favorite magazines is called simply **Psychologies**.

This is not a magazine for high-brow psychologists but a great read for anyone interested in recent research and ideas about how we make sense of our world and how our brains work. The articles are written in clear language with lots of fun quizzes and great ideas for improving our everyday lives.

There is a great website too -

www.psychologies.co.uk

In the February, issue Dr Robert Emmons talks about how reminding ourselves to feel grateful can improve our happiness and health. In fact he goes so far as to say that gratitude is the forgotten factor in happiness!

He reports that grateful people report higher levels of positive emotions, life satisfaction, vitality and optimism, and lower levels of depression and stress.

Dr Emmons explains that the biggest predictor of happiness is

the quality of our relationships, and gratitude is a relationship-strengthening emotion.

Apparently people claim that gratitude gives them a new lease of life as they reframe the way they look at things around them.

Although the ways that we can bring gratitude into our lives are quite easy and simple, we do need to be aware that our emotional systems are designed to crave newness and novelty. As Dr Emmons explains, simply doing one thing repetitively (going through the motions) will not give us a sustained increase in happiness.

Instead, he says, *“the trick is to keep your gratitude practice imaginative.”*

Practices Dr Emmons suggests include keeping a gratitude journal; writing gratitude letters and forming gratitude instructions.

Keeping a journal you write about what you are grateful for

but remember, instead of repetitively writing “I am grateful for my cat, my garden and my family”, for example, try writing one day about the cat, the next about the garden and the next about the family.

In gratitude instructions you focus on different “domains” in your life — one day your relationships, another what you have learned, and another what simple pleasures you have enjoyed.

Gratitude letters are not designed to be sent or given to the other but they focus on another person and all the benefits they have given you. Try to think about the relationship over the long term, not just over the previous few days or weeks.

If you are interested in this simple way to gain greater happiness in life Dr Robert A Emmons has written the book; *“Thanks! How the new science of gratitude can make you happier.”*

Available from

www.amazon.co.uk

Client’s Dilemma — making change fast or making change last.

I work a few hours a week in a women’s weight loss centre where the focus is on developing healthy habits around eating, exercise and self care.

A new member came with an issue that I have found common with people when they first begin a new programme. She understood the eating guidelines but somehow kept “forgetting” and missing meals or snacks, eating starch or carbs at meals where these are not included in the programme, or not taking her water bottle with her so she did not drink enough water through the day!

I began by explaining that she was working to break life-time habits and form several new

habits all at once. For most of us this is too much at once i.e. we are in overload with so many changes. Instead I suggested that she focused on two major new habits for the first week. When she had kept those changes up for the week she could introduce another two and within a few weeks she would easily be “in the habit” of doing everything according to plan.

Often when we want to make a major change in our lives we overload ourselves by trying to make too many changes at once. If you are adjusting to a new job in a new city and decide to give up smoking at the same time you are likely to fail. If you wait until you have settled

into the new job and your new city then giving up smoking will be a whole lot easier.

This is not a reason to delay important changes in your life, it is a reason to identify the most important steps in a major change and focus on those before going to the next steps.

When we establish a new habit we usually have to give up an old behavior and establish the new behavior in its place. While it is definitely easier to replace one behavior with another, it is a bigger challenge to change several behaviors at once.

Change is a long-term project so if we want it to be lasting take it in simple lasting stages.