

PROTIPS

Costly Blunders: What To Do Part I by Marlene Legaspi-Munar

All of us have failed at one time or another. Some leaders fail the test of integrity. Others fail to be a good example. Pero hindi lang mga leaders ang nagkakamali. Tayo ring mga ordinaryong miyembro ng iglesya, o empleyado sa upisina ay nakakagawa ng hindi tama. May mga pagkakataong hindi natin sinadyang gawin ang isang pagkakamali. Pero aminin natin na may panahong kahit alam na nating male ang isang bagay ay tinutuloy pa rin natin. What's sad is that our blunders or mistakes can have great effects in our lives and the lives of others around us. Hindi na natin maibabalik ang panahon, pero may magagawa pa tayong para maiwasan ang mga kamaliang ito sa darating na panahon.

When you've made a costly blunder, the first thing to do is to ask God for forgiveness. Ang sabi sa 1 Juan 1:9: *Kung ipinapahayag natin ang ating mga kasalanan, maaasahan nating ipatatawad sa atin ng Diyos ang mga ito at lilinisin tayo sa lahat ng ating kasamaan sapagkat Siya'y matuwid.* Tunay ngang mapapatawad ng Diyos ang anumang kamaliang nagawa mo, o ang anumang paglabag mo sa batas ng Diyos at batas ng tao. God can also deliver you from bad habits or unhealthy work ethics if you will surrender your life to God and obey Him. With God's help, magagawa mong iwasan ang mga kamalian.

Pangalawa, **forgive yourself.** Kung tunay kang nagsisi, pinatawad ka na ng Diyos kaya patawarin mo rin ang iyong sarili. Don't go around carrying the unnecessary baggage of guilt and condemnation. Bahagi ng pagpapatawad sa sarili ay ang pagkilala sa iyong mga kahinaan. Ngunit kasama rin dito ang pag-asa na sa biyaya ng Diyos magagawa mong magbago. You can not move on and mend your ways if you do not forgive yourself. So forgive yourself for the mistakes you have committed gaano man ito kalaki.

Pangatlo, **apologize and ask forgiveness from those whom you have wronged.** Dapat lang tayong humingi ng tawad sa mga kasamahan nating nasaktan o nagawan ng pagkakamali sa trabaho, sa bahay, sa iglesya o sa komunidad. Karaniwan ng practice sa mga diyaryo at magazines ang paglalabas ng erratum hindi lang para ituwid ang maling pagkakalimbag ng naunang impormasyon, kungdi para humingi rin ng dispensa ang nasabing diyaryo at magazine. Noong 1967, naglabas ng isang declaration ang United Church of Christ (Kyodan), ang pinakamalaking Protestant denomination sa Japan noong panahong iyon. In that declaration the United Church of Christ publicly condemned the Church's guilt and complicity in World War II. Sa deklarasyong iyon inamin nila na ang iglesya sa Japan ay aktibong nakiisa sa giyera kaya't hindi nito napanindigan ang kadalisan ng pananampalataya. Although the damage has been done, a public apology somehow helps ease the hurt done to others and helps rebuild the affected person's reputation.

How we wish we don't commit any careless mistakes and most especially costly blunders. But when you do we hope you'll bear in mind our tips for today. Tune in tomorrow for more practical tips on what to do when you commit a blunder dtio lang sa Protips.

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Costly Blunders: What To Do Part II by Marlene Legaspi-Munar

Si George E. Robinson ay napalaya mula sa Ohio Penitentiary pagkatapos niyang makulong ng labindalawang taon, imbes na dalawang taon lamang dahil sa isang di malamang pagkakamali. Nang tanungin siya tungkol dito, sinabi niya, "Umamin ako agad dahil ang sabi sa akin makukulang lang ako ng isa o dalawang taon. Limampu't tatlong taon na ako ngayon, at ang labindalawang taong itinigil ko sa preso ay nasayang at hindi ko na maibabalik iyon." Marami sa mga nawala sa atin sanhi ng pagkakamali ang hindi na nga maibabalik, tulad ng panahon. Para maiwasan ang lalong paglala ng iyong sitwasyon, narito ang ilang mga bagay na dapat mong gawin upang maituwid mo ang isang pagkakamali.

First, **admit your mistakes.** Aminin mo ang iyong pagkakamali o kasalanan. Don't look for a scapegoat, o taong mapagbubuntunan ng sisi. Bagamat naimpluwensyahan tayo ng ibang tao sa paggawa ng hindi mabuti, hindi natin maaalis ang katotohanan na tayo pa rin ang nagdesisyon at gumawa ng bagay na hindi naman pala tama. Be aware of your limitations and imperfections. Be humble and admit your mistakes.

Second, **accept the consequences.** Lahat ng kamalian natin ay may masamang epekto. Some may have grave or serious consequences. Others may have lesser effects. Some blunders may be excusable, but there are offenses that deserves penalty. Kung anuman ang kahihinatnan ng iyong ikinilos, dapat mong harapin.

Third, **avoid comparing yourself with others.** Maaaring ang ibang tao ay mas madaling makabawi after a failure. O di kaya naman ang iba ay tila mas magaling magdala ng problema. Remember na bawat isa sa atin ay may kanya-kanyang kakayahan at kahinaan. And each one of us must deal with unique circumstances in our lives. Instead of comparing yourself with others, try to learn from them. That brings us to another point.

Ask counsel from others. Yan ang pang-apat na bagay na dapat mong gawin. Lumapit ka sa mga taong mapagkakatiwalaan at may kakayahan para payuhan ka. A spiritual leader or counselor for example, can help you see things from a perspective which you are not aware of. Makakatulong ang objective na pananaw ng iba para matulungan kang maiwasan ang iyong naging kamalian.

Finally, **ask God to redeem you from your past mistakes.** Ang Diyos ay mahabagin at bibigyan ka Niya ng biyaya para maharap mo ang iyong pinagdadaanan. Hilingin mo rin sa Diyos na ipakita Niya sa iyo ang mga bagay na maaari mong matutunan. Hilingin mo rin na bigyan ka Niya ng karunungan at lakas ng loob upang makapagpatuloy ka sa iyong buhay. Be thankful for improvements that you see in your personal and career life. Don't dwell on the past, but be thankful for improvements that you see in your personal and career life. Smile and look forward to better days.

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Costly Blunders: The Glory of Second Chance by Marlene Legaspi-Munar

Have you had your second chance? A second chance is another opportunity given to us to fulfill something after a failure. May mga taong nataningan na ang buhay pero lumakas at gumaling. That's a second chance at life. Ang iba naman, nakabawi mula sa kahirapan o mula sa pagkalugi ng kanilang negosyo. May mga artistang nawala sandali sa limelight at halos hindi na napapansin but when given the right break, sumigla uli ang kanilang career. Accidents, injuries, ignorance, pressures from others, lack of resources, or drastic changes in our situations may cause us to fail or put our dreams on hold. Maaaring may na-miss tayo, pero puwede pa rin tayong magkaroon ng second chance. Let me encourage you today by giving you three stories about second chances.

Kilala nyo na siguro si **Pedro**, ang agresibong disipulo ni Cristo. Nang malaman ni Pedro na kailangang pumunta ni Jesus sa Jerusalem at doon siya'y papatayin, sinabi niyang hindi iyon dapat mangyari sa Kanya. Ngunit nang araw na dakpin si Jesus, tatlong ulit na pinagkanulo ni Pedro ang Panginoon. Malaking pagtataksil ang ginawa ni Pedro at talagang nakakahiya sa Panginoon. Ngunit nang mabuhay na muli ang Panginoong Jesus, binigyan siya ng tatlo ring pagkakataon para ipahayag ang pagmamahal niya kay Jesus. Hindi lang nanumbalik ang relasyon ni Pedro sa Panginoong Jesus, nagamit rin siyang muli sa pangangaral ng Magandang Balita at sa pamumuno ng naunang kalipunan ng mga mananampalataya.

Si **Abraham Lincoln** naman ang ika-labinganim na presidente ng Amerika at itinuturing na isa sa malaking impluwensya sa kasaysayan ng kanilang bansa. He was President during the Civil War and he prevented the separation of his country into two parts. Sa ilalim din ng kanyang termino napalaya ang mga slaves ng panahong iyon. But did you know that before he became the president, he failed in so many local and national

elections? He kept trying hanggang sa dumating ang tamang panahon at naging presidente siya ng bansang Amerika.

Si **Jim Morris** naman marahil ay bago sa inyong pandinig. Well, si Jim Morris ay isang high school science teacher at baseball coach. Dati siyang professional baseball player but because of an injury he had to quit. As a baseball coach, he challenged his team, na kulelat sa ranking, na maging division champion. In return, his team dared him to try out for the major baseball league kung sakaling manalo nga silang division champion. The team won and Morris kept his part of the deal by trying out. Kahit may edad na siya, he pitched amazingly well kaya kinuha siya ng isang Florida-based baseball team. At 35, Jim Morris became one of the oldest rookies ever in US baseball history. Incidentally, his life story was made into a film titled "The Rookie" and was a surprise hit in the US.

How about you? Hindi man siguro maisapelikula ang inyong buhay but your story of a second chance can also encourage others to move one. You can still have a future even after a failure. There is still glory in second chance. Just remember, don't forget to bring back the glory to God who gives you all the chances that you need.

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Effective Communication: How Not To Fossilize by Marlene Legaspi-Munar

As an organization grows, the bigger the need for formal communication. Dahil sa laki ng staff o dami ng empleyado, hindi na sapat ang informal, oral and casual relaying of information. A more formal and often times written communication needs to be in place. But according to Dr. Hanz Finzel, executive director of CB International, a church planting and leadership training ministry, kung hindi maiingatan, communication within an organization can fossilize in the formal rituals of bureaucracy. Sa kanyang librong *The Top Ten Mistakes Leaders Make*, Finzel gave pointers on how not to fossilize, or how to keep the life in your organization's communication.

First, keep memos brief. Self-explanatory so I'll proceed to the next pointer.

Second pointer, include one-page summaries on the top of lengthy reports.

Third, use faxes and e-mail to keep communication fresh and up-to the-minute. Ngayon, meron na rin tayong mga cell phones to make communication even faster.

Fourth, produce a concise written statement of vision and objectives that can be distributed throughout your organization.

Fifth, have "stand-up meetings" to avoid too many lengthy discussions. Communicate with one another orally outside of formal meetings and doon ninyo ituloy ang pag-uusap. Then your discussion can be consolidated and reported in the next meeting.

Sixth, develop an in-house newsletter for weekly communication to the insiders.

Seventh, manage by wandering around--stay in face-to-face communication with your key workers. It will be a great encouragement to your rank and file to see you in the flesh. Being regularly present even for just a moment gives the idea that you are concerned and willing to listen.

Finally, as the leader, preach the vision to insiders as much as you do to outsiders.

Communication is an important part of an organization's life. Remember that an organization is made up of people who work together as a team. For the team to work effectively, they need to communicate effectively.