

## Alphabet of Happiness

To be able to read, we need to master our ABCs. To experience happiness, we need to be thankful for the simple things in life. Learn the Alphabet of Happiness. If you find it helpful, take time to share it with your boss, officemates and friends. Special thanks to Protips listener and friend, Neth Saggao for emailing this article to us.

**A-Accept.** Accept others for who they are and for the choices they've made even if you have difficulty understanding their beliefs, motives, or actions.

**B-Break Away.** Break away from everything that stands in the way of what you hope to accomplish with your life.

**C-Create.** Create a family of friends whom you can share your hopes, dreams, sorrows, and happiness with.

**D-Decide.** Decide that you'll be successful and joyful come what may, and good things will find you. The roadblocks are only minor obstacles along the way.

**E-Explore.** Explore and experiment. The world has much to offer, and you have much to give. And every time you try something new, you'll learn more about yourself.

**F-Forgive.** Forgive and forget. Grudges only weigh you down and inspire unhappiness and grief. Soar above it, and remember that everyone makes mistakes.

**G-Grow.** Leave the childhood monsters behind. They can no longer hurt you or stand in your way.

**H-Hope.** Hope for the best and never forget that anything is possible as long as you remain dedicated to the task.

**I-Ignore.** Ignore the negative voice inside your head. Focus instead on your goals and remember your accomplishments. Your past success is only a small inkling of what the future holds.

**J-Journey.** Journey to new worlds, new possibilities, by remaining open-minded. Try to learn something new every day, and you'll grow.

**K-Know.** Know that no matter how bad things seem, they'll always get better. The warmth of spring always follows the harshest winter.

**L-Love.** Let love fill your heart instead of hate. When hate is in your heart, there's room for nothing else, but when love is in your heart, there's room for endless happiness.

**M-Manage.** Manage your time and your expenses wisely, and you'll suffer less stress and worry. Then you'll be able to focus on the important things in life.

**N-Notice.** Never ignore the poor, infirm, helpless, weak, or suffering. Offer your assistance when possible, and always your kindness and understanding.

**O-Open.** Open your eyes and take in all the beauty around you. Even during the worst of times, there's still much to be thankful for.

P-Play. Never forget to have fun along the way. Success means nothing without happiness.

Q-Question. Ask many questions, because you're here to learn.

R-Relax. Refuse to let worry and stress rule your life, and remember that things always have a way of working out in the end.

S-Share. Share your talent, skills, knowledge, and time with others. Everything that you invest in others will return to you many times over.

T-Try. Even when your dreams seem impossible to reach, try anyway. You'll be amazed by what you can accomplish.

U-Use. Use your gifts to your best ability. Talent that's wasted has no value. Talent that's used will bring unexpected rewards.

V-Value. Value the friends and family members who've supported and encouraged you, and be there for them as well.

W-Work. Work hard every day to be the best person you can be, but never feel guilty if you fall short of your goals. Every sunrise offers a second chance.

X-X-Ray. Look deep inside the hearts of those around you and you'll see the goodness and beauty within.

Y-Yield. Yield to commitment. Yield to your commitment to God. If you remain dedicated, you'll find success at the end of the road. Matthew 6:33 tells us to "Seek first God's kingdom and His righteousness and all these things will be added to you."

Z-Zoom. Zoom to God in prayer when you are overwhelmed with problems and challenges. He offers you not just happiness but deep and lasting joy.

## **Managing the Workplace is Like Parenting**

Would you agree with Ian Durston, a senior executive and author of the book "Everything I need to know about being a manager, I learnt from my kids" that managing a company has a lot of similarities with parenting? What are the parallelisms? From [www.timesonline.co.uk](http://www.timesonline.co.uk) let me share with you some of Durston's observations:

**No Qualifications:** Durston writes in his book that "becoming a manager is not unlike becoming a parent. No qualification is required, you are usually dropped in at the deep end and it's difficult. Most managers are made managers because they are good at something else - accountancy or designing software, perhaps - but the skills needed for management are completely different. Management is all about people, and so is parenting, albeit little people."

**Managers and Parents are Closely Watched:** Durston observes that both in parenting and managing, values are inevitably passed on by the parent-manager to their kids-staff. Durston writes, "Whatever you do as a father, it will be noticed, especially the things you least want noticed. A manager's life is not a private one either. People notice which side of starting time you arrive and

whether your shoes are polished. Even if they don't comment, it informs their view of you and how they behave on your team. 'Do as I say, not as I do' never works with any age group. You have to lead by example."

**Motivation Works:** Durston continues to enumerate the similarities between parenting and management by explaining the role of motivation in both arenas. He says, "I am a 37-year-old man with 14 years in business, but when someone says, 'That was good, well done,' it still makes me feel nice inside."

**Resolving Conflict and Letting Go:** Durston says that all managers should have the conflict resolution skills that parents are obliged to develop. Even the matter of letting go, when your kids get older, is a management skill, he says. You have to train your team and then trust that they can do the job.

In a nutshell, what are the things that parents do to their kids that should be applied in the workplace? Durston does a quick run-down:

Stick to a strategy.

Don't let challenges to your position sway you, but be willing to change strategy when it needs changing.

Set goals for yourself and for your staff/kids.

Use incentives Carrots are good for you.

Be assertive but not aggressive or passive.

Use praise Draw attention to good work/behavior.

Make use of mentors Grandparents/senior people at work.

Lead by example.

Use humor Have some fun. Be willing to let go.

## **The Key to Contentment**

By Maloi Malibiran-Salumbides

A high school batchmate e-mailed an article that reminded me of Agur's prayer found in Proverbs 30:8-9 which says, "Give me neither poverty nor riches! Give me just enough to satisfy my needs. For if I grow rich, I may deny you and say, "Who is the Lord?" and if I am too poor, I may steal and thus insult God's holy name."

The key to a happy and satisfied life is CONTENTMENT. Read on and start wishing for just enough...

## I WISH YOU ENOUGH

Recently I overheard a mother and daughter in their last moments together at the airport. They had announced the departure. Standing near the security gate, they hugged and the mother said, "I love you and I wish you enough".

The daughter replied, "Mom, our life together has been more than enough. Your love is all I ever needed. I wish you enough, too, Mom".

They kissed and the daughter left. The mother walked over to the window where I was seated. Standing there I could see she wanted and needed to cry. I tried not to intrude on her privacy but she welcomed me in by asking, "Did you ever say good-bye to someone knowing it would be forever?".

Yes, I have," I replied. "Forgive me for asking, but why is this a forever good-bye?".

"I am old and she lives so far away. I have challenges ahead and the reality is - the next trip back will be for my funeral," she said.

"When you were saying good-bye, I heard you say, 'I wish you enough'. May I ask what that means?"

She began to smile. "That's a wish that has been handed down from other generations. My parents used to say it to everyone". She paused a moment and looked up as if trying to remember it in detail and she smiled even more. "When we said, 'I wish you enough', we want the other person to have a life filled with just enough good things to sustain them". Then turning toward me, she shared the following as if she were reciting it from memory.

I wish you enough sun to keep your attitude bright no matter how gray the day may appear.

I wish you enough rain to appreciate the sun even more.

I wish you enough happiness to keep your spirit alive and everlasting.

I wish you enough pain so that even the smallest of joys in life may appear bigger.

I wish you enough gain to satisfy your wanting.

I wish you enough loss to appreciate all that you possess.

I wish you enough hellos to get you through the final good-bye.

Discontentment is one of the greatest time wasters in the world. We waste a lot of time when we are envious of other people's accomplishments and possessions. We waste precious energy when we focus on what we do not have instead of celebrating what we have. Replace discontentment with an attitude of gratefulness. When you consider even simple things as blessings, having just enough will already be an occasion for rejoicing.

Be a blessing in the workplace today!