

Protips Weekly Volume 5 January 29-February 2, 2007

Can you believe it? January is over and a brand new month has just begun. To those who took time to write us last month, thanks very much for your encouraging and inspiring words. When I hear from you, I get a better view of who listens to and reads Protips. Your feedback helps me plan for the program so please keep those e-mails coming.

Starting February, I will be choosing 3 letters from Protips listeners at the end of each month. Just tell me how Protips has helped you as a professional or you may have anecdotes or tips that you would like to share with others. If I read your letter on-air, that means you're a winner and you will receive a special gift from Protips. So don't just listen, write. Don't just read the transcripts, send an e-mail.

This month, our winning letter writers will receive a "Lead Like Jesus" pack from Church Strengthening Ministry. This pack contains a book and a CD. It's a great material for individual as well as group study.

Stay in touch! Be a blessing in the workplace.

Sincerely,

Maloi

Grumbling at Work Doesn't Work

What's the atmosphere in your workplace these days? Are people working with smiles on their faces? Happily humming a tune while attending to their responsibilities? Or are they crowding the office pantry to recite their liturgy of complaints and disagreements with company policies and management decisions?

While it feels good to grumble and vent our frustrations over workplace happenings that we don't find favorable, it really is a futile exercise if we share it with people who can't do anything about the situation. Grumbling can be counter-productive and destructive in the long haul. Let's observe what grumbling can lead to:

- 1) Grumbling gives birth to more complaints and anger.
- 2) Grumbling makes all possible glimmer of hope seem dim.
- 3) Grumbling paralyzes us to inactivity.
- 4) Grumbling poisons our positive attitude towards work and others.

Ephesians 4:31-32 "Get rid of all bitterness, rage, anger, harsh words, and slander, as well as all types of malicious behavior. Instead, be kind to each other, tenderhearted, forgiving one another, just as God through Christ has forgiven you."

Nurture a Thankful Attitude in the Workplace

Trust God.

A high view of God allows us to see that the worst of situations can be used for our best welfare. David gave thanks not just when he was promoted as king. Even as a lowly shepherd boy he already cultivated a thankful attitude. The famous 23rd Psalm was composed when he tending his flock, not when he was already a king in royal robes.

Help others see the ups in the downs of office life.

“In life you will realize that the people you meet have a purpose. Some were put there to test you; some would use you; some would teach you; and some would bring the better if not the best in you.” Among the types of people described in this quotation, who would you be? Do you bring out the best in people by influencing them to see the brighter side of what’s going on at work?

Articulate your appreciation in a timely manner.

We often give tributes to people just when they are about to move on to another organization or worse, when they are about move on from earth to the after-life. Why wait for that day? If there is something commendable about your colleague, boss or staff, articulate your appreciation. And do it now.

Never fan the flames of grumbling because it might spread like wildfire.

Instead of being a “yes” man or woman to those who are griping and grumbling, encourage them to direct their complaints to those who can do something about it. That’s being helpful and productive.

Know what motivates people.

Thankful people are often motivated people. And what motivates us? Dr. Gary Chapman in his book “The Five Languages of Love” suggests that quality time, gifts, acts of service, physical touch and words of affirmation are effective ways by which people understand that they are valued and appreciated.

Seriously consider the consequences of ingratitude and the benefits of gratitude.

Being ungrateful can be very costly and damaging to one’s health. A person who grumbles a lot is robbed of the opportunity to enjoy life. On the other hand, people who are grateful always have reasons to be joyful. They see blessings instead of burdens. A positive outlook in life does wonders to your health and relationships.

Psalm 9:1 “I will thank you, Lord, with all my heart, I will tell of all the marvelous things you have done.”

Warning: Laziness is Dangerous to Your Health

When I was a child, I used to find the stories of Juan Tamad quite entertaining. Remember when Juan lazily lay down beneath a guava tree, hungrily waiting for the fruit to drop directly into his mouth? And the story about Juan letting the crabs crawl their way back to his house because he was too lazy to lift a finger and carry what could’ve been a sumptuous meal for his family. Juan Tamad, the fictitious character,

is amusing. But would you dare hire him in your company? I guess not! Nobody likes a Juan Tamad in real life.

The Bible's book of Proverbs is full of wisdom and warnings. It has a lengthy list of caution about being lazy. Look at what these verses say about people who are lazy...

- Proverbs 10:4 "Lazy people are soon poor; hard workers get rich."
- Proverbs 10:26 "Lazy people are a pain to their employer. They are like smoke in the eyes or vinegar that sets the teeth on edge."
- Proverbs 13:4 "Lazy people want much but get little, but those who work hard will prosper and be satisfied."
- Proverbs 18:9 "A lazy person is as bad as someone who destroys things."
- Proverbs 19:15 "A lazy person sleeps soundly and goes hungry."
- Proverbs 19:24 "Some people are so lazy that they won't even lift a finger to feed themselves."
- Proverbs 20:4 "If you are too lazy to plow in the right season, you will have no food at the harvest."
- Proverbs 21: 25 -26 "The desires of lazy people will be their ruin, for their hands refuse to work. They are always greedy for more, while the godly love to give."

Remember God's equation for work and relaxation? "Six days a week are set apart for your daily duties and regular work, but the seventh day is a day of rest dedicated to the Lord your God" (Exodus 20:8-11). Six days of work and 1 day of relaxation. Not the other way around, friends!

How I long to see the Juan Tamads in our country becoming Juan Masipags one day. If no Juan is tamad, things will definitely get done at home, in the workplace and in this country.

Smart Tips on Managing your Finances

It's been unusually cold these past few days here in Manila and the weather reminds me of a witty Pinoy saying, "Kapag maikli ang kumot, matutong mamaluktot." While it talks about flexibility and adaptability as helpful virtues. This saying is often used to encourage wise spending and saving.

While browsing through a back issue of *Good Housekeeping* (Jan-Feb 2005), I came across these helpful financial tips by certified public accountant and certified great mom Karen Galarpe. I hope that these pointers will help us stretch our hard-earned peso and encourage us to become better financial stewards.

Karen's tips:

- 1) Live below your means. (Take note: she said live below and not just within your means.)
- 2) Go easy on debt. (Remember: Debtors are slaves to their lenders.)
- 3) Have only one credit card. (This will make monitoring your expenses less complex.)
- 4) If you have a two-income family, try to live on one income. (Maybe an income of 1 ½ for starters until you are able to adjust to a one-income budget.)

- 5) While you're still single, travel, study and buy a house.
- 6) Invest in a pre-need plan.
- 7) Prepare for your retirement. (It's never too early to think about this. Time flies so quickly. One day, you'll wake-up and you realize that you're already sixty.)