

### Basic Laws

Life is hard for **EVERYONE**

Everything you are or will be is entirely up to you

You can learn anything you need to achieve what you want to achieve

### Visualization Steps

Your Subconscious cannot tell the difference between a real experience and one you can vividly imagine

1. Vividly envision the positive outcome in as much detail as your imagination can muster
2. Charge the image with intense positive emotion, really feel what expect to feel once your vision is achieved
3. The longer you can hold this emotion charged, vivid creation of your success in your mind, the more motivated you will feel
4. Perform this exercise often until you see the results manifest in the real world

### Affirmations

Affirmations should be positive, present tense, and personal. By simply stating to ourselves who we want to be, we teach our subconscious to make that the natural state:

**I LOVE MYSELF**

**SOMETHING WONDERFUL WILL HAPPEN TODAY**

**I BELIEVE IN PERFECT OUTCOMES TO EVERY SITUATION**

**I AM NOT A SMOKER**

**I AM RESPONSIBLE AND IN CONTROL OF MY LIFE**

**I AM FINANCIALLY COMPETENT AND SUCCESSFUL**

**I AM XX POUNDS**

### Eliminate Negative Emotions

Eliminate Destructive Criticism from your dialogue

Refuse to blame anyone for anything, you are responsible

Refuse to be manipulated into feeling guilty

Refuse to discuss the guilt of others, gossip, etc

### Sources of Stress

**Worry** Worry is fear caused by indecision, uncertainty, or inaction. Mitigate worry by living one day at a time and clearly defining "worry situations."

**Lacking Clear Meaning or Purpose** By defining your positive outcomes and plans, you give yourself a path to walk on with clarity

**Incomplete Action** Any incomplete actions (open loops) in your responsibilities will weigh on your subconscious until resolved

**Unfinished Business** Any unresolved personal feelings, grudges, or resentment will weigh on your mind until resolved

### Sources of Stress (cont)

**Fear of Failure** Fear of Failure manifests as a lead feeling in your chest and a thought of "I can't" in your mind. Mitigate this feeling with solution based thinking and the Law of Substitution

**Denial** Kicking concerns "under the rug" creates a mental drain. Those issues are still present and the stress caused by inaction will lurk until the situation is addressed.

**Anger** Anger is the most destructive of all negative emotions. Giving in to anger is **CHOOSING** to give up control. **YOU CAN CHOOSE TO RESPOND TO DIFFICULTIES IN A CALM, POSITIVE MANNER**

### Self-Concept

**Self-Ideal** who you are in a perfect world, who you aspire to be

**Self-Image** How you see and think about yourself

**Self-Esteem** How you feel about yourself (how worthwhile and valuable you feel + how capable you feel in what you do)



### Laws Regarding Self-Concept

Law of Habit	Virtually all of your actions and reactions are automatic, unconscious responses (aka HABITS)
Law of Practice	All habits are learned and can therefore be unlearned. Any action you repeat often enough becomes a new habit
Law of Emotion	100% of your decisions are based on emotion (primarily fear or desire) Therefore it is critically important to dwell on the things you want rather than the things you fear

### 7 Laws of Mental Mastery

Law of Accident	Failing to plan is planning to fail
Law of Control	The more in control you feel, the better you feel
Law of Belief	Whatever you believe with conviction becomes your reality
Law of Expectations	Whatever you expect with confidence becomes self-fulfilling prophecy
Law of Attraction	You invariably attract people into your life congruent with your dominant thoughts
Law of Correspondence	As within, so without (you must become someone new to achieve new outcomes)

### 7 Laws of Mental Mastery (cont)

Law of Mental Equivalency	Your thoughts, vividly created, repeated, and charged with emotion become your reality
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### Laws Regarding Subconscious Development

Law of Subconscious Activity	Your subconscious accepts any thought or idea as true and works to make it reality.
Law of Concentration	What you dwell on grows, so dwell on positive outcomes and solutions.
Law of Substitution	Your conscious mind can only hold one thought. <b>REPLACE NEGATIVE THOUGHTS WITH POSITIVES, DWELL ON SOLUTIONS INSTEAD OF PROBLEMS.</b> In doing so, you train your subconscious constantly, and in real time.

### Other Miscellaneous Laws

Law of Forgiveness	You are as mentally healthy as your ability to freely forgive and move on from past hurts and grievances. Forgiveness is <b>SELFISH!!</b> Letting go of negative emotions is one of the best things you can do for yourself.
Law of Indirect Effort	You get everything in your relationships with others by approaching indirectly

### Techniques for Positive Mental Development

Visualization
Affirmation
Verbalization
Act the Part
Feed your Mind
Associate with Positive People
Teach Others

### Steps for Constructive Feedback

1. Protect the individual's self-esteem at all costs	Always begin with a positive statement
2. Focus on the future, not the past	"Next time, try this..."
3. Focus on the behavior, not the person	"Your [blank] needs improvement" (not YOU)
4. Retain ownership of your feelings	"I am disappointed with this.." Instead of "you disappoint me"
5. Get clear agreement on what is to change, when, and by how much	Be specific as well as solution and future-oriented
6. Offer to help	"What can I do to help with this situation?"
7. Assume the other person wants to do a good job and that mistakes or a poor job are not deliberate	The problem is often limited skill, incomplete information, or a misunderstanding of some kind



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### 7 Positive Behaviors to Improve Relationships

1. Be Agreeable Smile and Listen! People hate being wrong and most times it is not overly important to correct them on every little thing.
2. Practice Acceptance Express genuine, unconditional acceptance of others and they will feel relaxed and safe in your company
3. Practice Gratitude Say Thank You whenever anyone does anything for you, big or small. Send thank you notes!
4. Express Praise Get in the habit of "catching people doing things right."- Make your praise immediate, specific, and, if possible, public.
5. Practice Admiration Express admiration freely and often. Offer sincere compliments on people's positive qualities, accomplishments, style, and value possessions
6. Give People Your Full, Sincere Attention Becoming a great listener is the key to being a great conversationalist

### 7 Positive Behaviors to Improve Relationships (cont)

7. The Boomerang Principle Whatever genuine emotion you express towards others will come back to you

### Being a Great Listener

1. Listen Attentively Face the speaker squarely and give them your whole attention
2. Listen Without Interrupting Nobody likes talk to someone who is just waiting their turn to speak and not really listening
3. Pause 3-5 Seconds Before Responding This allows you to fully comprehend what was said and shows that you are taking in what has been said
4. Question for Clarification Using open ended questions to probe for clarification gives better insight into the topic and shows engagement
4. Feedback the Statement (Active/Empathetic Listening) Paraphrase the statement back to show understanding or feed back what you believe the true intent of their statement was.



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