

## How to Stop Worrying and Start Living

### Cultivate a Peaceful and Happy Mental Attitude:

- Fill your mind with thoughts of peace, courage, health, and hope. "Our life is what our thoughts make it." "As a man thinketh in his heart so is he."
- Never try to get even with your enemies, it will hurt you more than it will ever hurt them. Eisenhower, "Let's never waste a minute thinking about people we don't like."
- Expect ingratitude instead of worrying about it.
- Give for the sheer joy of giving, not for the accolades or gratitude.
- Gratitude is a cultivated trait. You cultivate it by expressing it.
- Count your blessings, not your troubles.
- Don't imitate others. Be yourself.
- When life hands you a lemon, make lemonade.
- Let's forget our own unhappiness by endeavoring to make others happy. Get on the give.

### How to Keep From Worrying About Criticism:

- Unjust criticism is often a disguised compliment. It often means that you have aroused envy and jealousy. Remember, no one ever kicks a dead dog.
- Do the very best you can. Then put up your old umbrella and keep the rain of criticism from running down the back of your neck.
- Keep a record of the fool things you have done and criticize ourselves. Since we have no hope of being perfect, ask for unbiased, helpful, constructive criticism.

### How to Prevent Fatigue and Worry:

- Rest before you get tired.
- Learn to relax at your work.
- Four good working habits: Clear your desk of all papers except for those related to the immediate problem at hand. Do things in the order of their importance. When you have a problem, solve it immediately if you have the facts and figures to make a decision. Learn to organize, deputize and supervise.
- To prevent worry and fatigue, put enthusiasm into your work.
- No one was ever killed by lack of sleep. It is worrying about insomnia that does the damage, not the insomnia itself.

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### Fundamental Facts:

- Shut the iron doors on the past and the future.
- Live in day tight compartments.
- Don't stew about the future.
- Just live each day until bedtime.
- The next time trouble comes gunning for you backing you into a corner, ask yourself, "What is the worst that can possibly happen if I can't solve my problem?"
- Prepare yourself mentally to accept the worst. Then calmly try to improve on the worst which you already have mentally agreed to accept.
- Remind yourself of the exorbitant price you can pay for worry in terms of your health.

### Basic Techniques in Analyzing Worry:

- Get the facts. Half the worry in the world is caused by people trying to make decisions before they have sufficient knowledge to base a decision on. After carefully weighing all the facts, make a decision.
- Once the decision is made, act! Get busy carrying out your decision and dismiss all anxiety of outcome.
- When you are tempted to worry about a problem, write out and answer the following questions:
  - What is the problem?
  - What is the cause of the problem?
  - What are all the possible solutions to the problem?
  - What is the best solution?

### How to Break the Worry Habit:

- Crowd worry out of your mind by keeping busy. Plenty of action is the best therapy ever devised for curing the "heeby jeebies."
- Don't fuss about trifles. Don't permit the little things, the mere termites of life, to ruin your happiness.
- Use the law of averages to outlaw your worries. Ask yourself: "What are the odds of this happening at all?"
- Cooperate with the inevitable. If you know a circumstance is beyond your power to change or revise, say to yourself: "It is so, it cannot be otherwise." It is what it is.
- Put a stop-loss order on your worries. Decide just how much anxiety a thing is worth, and refuse to give it any more. Let the past bury its dead. Don't saw sawdust.