



**International Magis Society**

# The Legacy Project

## **The Official Handbook**

**Revised 2012**

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# **THE LEGACY PROJECT**

Magis Society Publications, Australia

PRINTED IN MALAYSIA

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# Introduction

Thank you for participating in the Legacy Project. The Legacy Project is an exclusive project that aims to give every one an opportunity to becoming a consistent high achiever in life. Whether you are a person who is seeking positive change in life or a person who seeks to find a meaning and purpose in life, this project will transform your personality, your self esteem and values.

The Legacy Project will allow every member to achieve personal goals and positively influence the community around them. This project is designed in such a way that every participant answers a list of questions in this handbook to discover their values, inspiration and goals before the participant embarks on a personal quest to achieve their goals and influence a life of an individual.

The Legacy Project consists of 2 main parts. Upon completion of the questions in this handbook that helps the participant indentify their values, belief system, goals and inspiration, the participant will be provided with their first portfolio.

Every portfolio that a participant aims to complete consists of 2 parts as mentioned above. The first part revolves around the theme of *personal goal achievement*. This part sub divides into 3 different phases. The participant will learn to indentify a personal goal, undertake research to discover resources and needs for the goal to be completed for Phase 1. Phase 2 involves the participant performing the actions and completing tasks in the process of working towards the goal. After the goal has been accomplished, the participant will proceed to the final phase which helps to publicize the participant's success and achievement. The second part of the portfolio revolves around the theme of *positively influencing the life of a member in the participant's community*. Most of the time, it will be a friend or a relative but it may extend to disadvantaged people across the globe. The participant will indentify an area which can be improved in their chosen individual's life and work towards achieving a reachable goal to enhance the lifestyle and welfare of their chosen individual. Every participant should assign supervisors who will voluntarily monitor and assess their progress while the participant works towards completing their portfolios.

Upon finishing a portfolio, the participant would have achieved a personal goal and positively changed or influenced another member of the global community. The participant is encouraged to continue completing as many portfolios as possible every year. As their portfolios accumulate, the participant's self esteem will increase, they will be able to identify their purpose in life and he or she will become an inspiration to many people whom they have actively influenced in a positive way over the years. An ongoing participation in this project will allow the participant to become a consistent high achiever in life. Hence, one of the visions of the Magis Society; that every participant will become a high achiever in a competitive world can be achieved.

Good Luck in your undertakings!

# **Your Personal Profile**

Before beginning your journey to transform your life and the lives of others around you, it is essential that you discover your personal values, beliefs and purpose in life. You only live once as the person you are right now. Isn't it time you decide to make the best out of it? Earl Nightingale wrote that "a person who has goals at every phase of their life will be successful and continue to be successful".

Your individual personality is what makes you who you are today. There are billions of people on this planet and every single individual has their own unique traits and personality. Even you! People may be similar to each other but there is no same person. Now ask yourself this question: "Who are you?" You know your name, you know your age, you know your birthplace and you certainly know what food you take delight in eating.

In discovering your personality, goals, values and purpose in life, it is vital that you review your hobbies. Hobbies are important as they define you by what you enjoy doing during your free time. A good and constructive hobby may even help you develop skills needed when you decide what course of education you intend to pursue. If you like cookery, what is stopping you from becoming the very best chef you can possibly work to become?

It is essential that you know what you want to become in life. This gives you a definitive goal. It is never too late to have a goal in life. Age or physical disability is no excuse for not enhancing your quality of life. In determining a future occupation, it is important that you choose a work field that is consistent with your belief system and values. If you are a person who strongly believes in justice, equality and human rights, why not consider a career as a lawyer who passes time out of office advocating in areas of social justice and human rights by joining another non government organization besides the Magis Society.

Personal skills and interests are keys to developing yourself and your career paths and individual personality. Your interests and skills you possess or intend to develop are stepping stones to defining your career paths and future occupation. Many people stagger through this area because they cannot identify an interest or skill they intend to work on improving. Are you in this category too? In order to overcome this obstacle, you need to discover what you enjoy. Search for something in life which you enjoy doing. Trace back to your childhood. What did you enjoy doing? Did you enjoy building castles from sand? Did you enjoy building your Lego toys? Well maybe it could be a hint that you have a passion to build, invent and construct. You could consider being an engineer or architect.

Now take time to answer the following questions that dive deeper into your personality. These questions are the stepping stones to discovering your goals, values and beliefs. Be sure to attempt all the questions. Your supervisors and mentors will check that you have completed these questions appropriately before you begin working on your portfolios.

1. Identify all of your hobbies. Include those from your childhood.

2. How do you pass your leisure time on weekends? How often do you do so?

3. List some good personal traits you possess? What have people commended you for?

4. In reference to question 3, list as many possible career paths these traits might suit?

5. In reference to question 4, which of these career paths inspire you the most? List 3.

6. In reference to question 5, which institution(s) can assist you in pursuing those paths?

7. What are the costs for enrolling in those institutions? Can you currently afford them?

8. What are some plans you might have upon completion of the courses you chose?

9. In reference to question 8, how long may it take to begin executing those plans?

10. Which countries would benefit most from your service? Are you willing to work there?

11. Do you have a religion? If yes, list the lessons you have learned from those studies?

12. In reference to question 11, can you apply those lessons in everyday life? How?

13. Do you have interest in social justice such as human rights and equality?

14. What would your ideal and preferred community/society look like?

15. If you could be the leader of your society, what would you change? List 5 things.

16. In reference to question 15, what problems may surface as a result of your decisions?

17. In reference to question 16, how do you tackle the problems reasonably and ethically?

18. In reference to question **15**, are your actions for selfish reasons? Does it serve others?

19. List all the things you wish to accomplish in life before you die.

20. Select a role model. Why is he or she your choice? What is their greatest value/trait?

**Name of Supervisor:** \_\_\_\_\_

**Date of Assessment:** \_\_\_\_\_

**Supervisor's Comments:** \_\_\_\_\_

\_\_\_\_\_

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The questions above have been designed to cover a wide range of topics to help you discover your values and purpose. After your supervisor or mentor has returned this book back to you after submission, please review their comments as they reflect a third party's opinion of your answers.

By answering and completing these questions, you are now almost ready to begin writing your first portfolio.

Before beginning your first portfolio, we will cover a few additional topics on goal achieving tips as well as the importance of peer mentoring and having a role model. You will also be provided with a sample copy of a model portfolio to follow as a guideline.

## GOAL ACHIEVING

Read the following extract from "**The Strangest Secret**" by **Earl Nightingale**. The original audio has sold millions of copies worldwide ever since it was recorded. This is the transcript of the original audio. By applying the techniques and skills from this famous recording, you will be able to achieve almost any goal. You will also understand the reason why the majority of the global society has failed to become consistently successful. You will also be able to analyse and understand the law of conformity and why it has always been detrimental to the success of an individual.

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The late Nobel prize-winning Dr. Albert Schweitzer was once asked, "Doctor, what is wrong with men today?"

The great doctor was silent a moment, and then he said, "Men simply do not think!" It is about this that I want to talk with you.

We live today in a golden age. This is an era that humanity has looked forward to, dreamed of, and worked toward for thousands of years. But since it is here we pretty well take it for granted. We are fortunate to live in the richest era that ever existed on the face of the earth. A land of abundant opportunity for everyone. But do you know what happens?

Let us take 100 individuals who start even at the age of 25.

Do you have any idea what will happen to those men and women by the time they are 65?

These 100 people, who all start even at the age of 25, all believe they're going to be successful. If you ask any one of them if they want to be a success they would tell you they did. You would notice that they are eager toward life; there is a certain sparkle in their eye, an erectness to their carriage. Life seems like a pretty interesting adventure to them.

But by the time they are 65, only one will be rich, 4 will be financially independent, 41 will still be working, and 54 will be broke - depending on others for life's necessities.

Now think a moment: Out of the 100, only five make the grade!

Why do so many fail?

What has happened to the sparkle that was there when they were 25?

What has become of their dreams, their hopes, their plans?

Why is there such a large disparity between what these people intended to do and what they actually accomplished?

### **The Definition of Success**

When we say about 5% achieve success, we have to define success. Here is the best definition I've ever been able to find:

**"Success is the progressive realization of a worthy ideal."**

If someone is working toward a predetermined goal and knows where they are going, that person is a success. If they are not doing that, they are a failure.

**"Success is the progressive realization of a worthy ideal."**

Rollo May, the distinguished psychiatrist, wrote in his wonderful book called: "Man's Search for Himself".

**"The opposite of courage in our society is not cowardice - it is conformity."**

And there you have the trouble today; the reason for so many failures. Conformity ... people acting like everyone else, without knowing why or without knowing where they are going. Now think of it. Right now in America, there are over 40 million people 65 years of age and older. And most of them are broke. They are dependent on someone else for life's necessities. We learn to read by the time we are seven. We learn to make a living by the time we're 25. Often by that time we are not only making a living, we're supporting a family. And yet by the time we are 65, we have not learned how to become financially independent in the richest land that has ever been known.

Why? **We conform.** The trouble is most of us are acting like the wrong percentage group - the 95 who do not succeed.

Why do people conform? Well, they really don't know. Most people seem to believe their lives are shaped by circumstances, by things that happen to them by exterior forces. They are outer directed people.

A survey was made one time that covered a lot of people, working people. These people were asked, "Why do you work?" "Why do you get up in the morning?" 19 out of 20 had no idea.

If you press them they will say,  
"Everyone goes to work in the morning."  
And that is the reason they do it - because everyone else is doing it.

Now let's get back to our definition of success.  
Who succeeds?

The only person who succeeds is the person who is progressively realizing a worthy ideal. It is the person who says, "I am going to become this", and then begins to work towards that goal.

I'll tell you the successful people are.

A success is the school teacher who is teaching school because that's what he or she wants to do.

A success is the woman who is a wife and mother because she wanted to become a wife and mother and is doing a good job of it.

A success is the man who runs the corner gas station because that was his dream.

A success is the entrepreneur who starts their own company because that was their dream - that's what they wanted to do.

A success is the successful salesperson who wants to become a top notch salesperson and grow and build with in his or her organization and sets forth on the pursuit of that goal.

A success is anyone who is pursuing deliberately a predetermined goal, because that's what he or she decided to do ... deliberately.

But only one out of 20 does that.

That is why today there is really not any competition unless we make it for ourselves. Instead of competing, all we have to do is create.

For twenty years I looked for the key which would determine what would happen to a human being. I wanted to know if there was a key that would make the future a promise that we could foretell to a large extent. Was there a key that would guarantee a person's becoming successful if they only knew about it and knew how to use it?

Well there is such a key and I have found it.

Have you ever wondered why so many people work so hard and honestly without ever achieving anything in particular? And why others don't seem to work hard, yet seem to get everything? They seem to have the "magic touch". You've heard people say about someone, "Everything he touches turns to gold."

Have you ever noticed that a person who becomes successful tends to continue to become more successful? On the other hand, have you noticed how someone who is a failure tends to continue to fail?

The difference is goals. Some of us have goals, some don't. People with goals succeed because they know where they are going.

It's that simple. Think of a ship leaving a harbour. Think of it with the complete voyage mapped out and planned. The captain and crew know exactly where the ship is going and how long it will take - it has a definite goal. And 9,999 times out of 10,000, it will get to where it started out to get. Now let's take another ship, just like the first, only let's not put a crew on it, or a captain at the helm. Let's give it no aiming point, no goal, and no destination. We just start the engines and let it go. I think you'll agree with me that if it gets out of the harbour at all, it will either sink or wind up on some deserted beach - a derelict. It can't go any place because it has no destination and no guidance.

It's the same with a human being.

Take the salesman for example.

There is no other person in the world today with the future of a good salesperson! Selling is the world's highest paid profession, if you are good at it and if you know where you are going. Every company needs top notched salespeople. And they reward those people; the sky is the limit for them. But how many can you find?

Someone once said the human race is fixed. Not to prevent the strong from winning, but to prevent the weak from losing.

Western society today can be likened to a naval convoy in time of war. The entire economy is slowed down to protect its weakest link, just as the convoy has to go at the speed that will permit its slowest vessel to remain in formation.

That's why it's so easy to make a living today. It takes no particular brains or talent to make a living and support a family today. We have a plateau of so-called "security", if that is what a person is looking for. But we all do have to decide how high above this plateau we want to aim.

Now let's get back to the Strangest Secret in The World, the story I wanted to tell you today.

Why do those with goals succeed in life, and those without them fail? Well let me tell you something which, if you really understand it, will alter your life immediately. If you understand completely what I'm about to tell you from this moment on, your life will never be the same again.

You will suddenly find that good luck just seems to be attracted to you. The things you want just seem to fall in line. And from now on you won't have the problems, the worries, the gnawing lump of anxiety that perhaps you have experienced before. Doubt and fear will now be things of the past.

Here is the key to success, and, the key to failure.

**"We become what we think about".**

Let me say that again.

**"We become what we think about".**

Throughout history, the great wise men and teachers, philosophers, and prophets have disagreed with one another on many different things. It is only on this one point that they are in complete and unanimous agreement - the key to success and the key to failure is this:

**"We become what we think about".**

Listen to what Marcus Aurelius, the great Roman Emperor, said:

"A man's life is what his thoughts make of it."

Benjamin Disraeli said this:

"Everything comes if a man will only wait ... I've brought myself after long meditation to the conviction that a human being with a settled purpose must accomplish it, and nothing can resist a will that will stake even existence for its fulfilment."

Ralph Waldo Emerson said this,

"A man is what he thinks about all day long."

William James said:

"The greatest discovery of my generation is that human beings can alter their lives by altering their attitudes of mind."

And he said,

"We need only in cold blood act as if the thing in question were real, and it will become infallibly real by growing into such a connection with our life that it will become real. It will become so knit with habit and emotion that our interests in it will be those which characterize belief."

He also said,

"If you only care enough for a result, you will almost certainly obtain it."

"If you wish to be rich, you will be rich."

"If you wish to be learned, you will be learned."

"If you wish to be good, you will be good."

He continues though,

" ... only you must, then, really wish these things, and wish them exclusively, and not wish at the same time a hundred other incompatible things just as strongly."

In the Bible you will read in Mark 9-23:

"If thou canst believe, all things are possible to him that believeth."

My old friend Dr Norman Vincent Peale put it this way:

"This is one of the greatest laws in the universe. Fervently do I wish I had discovered it as a very young man. It dawned upon me much later in life, and I found it to be the greatest discovery, if not my greatest discovery outside my relationship to God."

The great law briefly and simply stated is:

"If you think in negative terms, you will get negative results."

"If you think in positive terms, you will achieve positive results."

"That simple fact," he went on to say, "is the basis of an astonishing law of prosperity and success."

In three words: "Believe and Succeed."

William Shakespeare put it this way,

"Our doubts are traitors and make us lose the good we oft might win by fearing to attempt."

George Bernard Shaw said:

"People are always blaming their circumstances for what they are. I don't believe in circumstances. The people who get on in this world are the people who get up and look for the circumstances they want, and if they can't find them, make them."

Well, it's pretty apparent, isn't it?

And every person who discovered this, for a while, believed that they were the first to work it out.

**"We become what we think about."**

It stands to reason that a person who is thinking about a concrete and worthwhile goal is going to reach it, because that's what he's thinking about. And we become what we think about.

Conversely, the person who has no goal, who doesn't know where they are going, and whose thoughts must therefore be thoughts of confusion, anxiety, fear, and worry becomes what they think about. Their life becomes one of frustration, fear, anxiety, and worry.

And if we think about nothing ... we become nothing.

Now how does it work?

Why do we become what we think about?

Well I'll tell you how it works as far as we know.

To do this I want to talk about a situation that parallels the human mind.

**As Ye Sow, So Shall Ye Reap**

The human mind is much like a farmer's land.

Suppose a farmer has some land.

And it is good fertile land.

The land gives the farmer a choice.

He may plant in that land whatever he chooses.  
The land doesn't care what is planted.  
It's up to the farmer to make the decision.

Remember we are comparing the human mind to the farmer's land because, the mind, like the land, doesn't care what you plant in it. It will return what you plant, but it doesn't care what you plant.

Let's say that the farmer has two seeds in his hand - one a seed of corn, the other is nightshade, a deadly poison. He digs two little holes in the earth and he plants both seeds, one corn, the other nightshade.

He covers up the holes, waters, and takes care of the land. What will happen?

Invariably, the land will return what is planted.  
As it is written in the Bible, "As ye sow, so shall ye reap."

Remember, the land doesn't care.  
It will return poison in just as wonderful abundance as it will corn.  
So up come the two plants - one corn, one poison.

The human mind is far more fertile, far more incredible and mysterious than the land, but it works the same way. It does not care what we plant ... success ... or failure. A concrete, worth-while goal ... or confusion, misunderstanding, fear, anxiety, and so on. But what we plant it must return to us. The human mind is the last great unexplored continent on earth. It contains riches beyond our wildest dreams. It will return anything we want to plant. So you may say, if that is true, why don't people use their minds more? Well I think they've figured out an answer to that one too.

The problem is that our mind comes as standard equipment at birth. It's free.  
And things that are given to us for nothing, we place little value on.  
Things that we pay money for, we value.

The paradox is that exactly the reverse is true.  
Everything that's really worthwhile in life came to us free:  
our minds, our souls, our bodies, our hopes, our dreams, our ambitions, our intelligence,  
our love of family and children and friends and country.  
All these priceless possessions are free.

But the things that cost us money are actually very cheap and can be replaced at any time. A good man can be completely wiped out and make another fortune.  
He can do that several times. Even if our home burns down, we can rebuild it.  
But the things we got for nothing, we can never replace.

The human mind is not used because we take it for granted. "Familiarity breeds contempt". It can do any kind of job we assign to it, but generally speaking, we use it for little jobs instead of big important ones. Universities have proved that most of us are operating on about ten percent or less of our abilities.

So decide now.  
What is it you want?  
Plant your goal in your mind.  
It's the most important decision you'll ever make in your entire life.  
What is it you want?

Do you want to be an outstanding salesman?  
Do you want to excel at your particular job?  
Do you want to go places in your company? ... in your community?  
Do you want to be rich?

All you have got to do is plant that seed in your mind, care for it, work steadily towards your goal, and it will become a reality.

It not only will, there's no way that it cannot.

You see, that's a law - like the laws of Sir Isaac Newton, the laws of gravity. If you get on top of a building and jump off, you'll always go down - you'll never go up.

And it's the same with all the other laws of nature.

They are inflexible.

They always work.

Think about your goal in a relaxed, positive way.

Picture yourself in your mind's eye as having already achieved this goal.

See yourself doing the things you will be doing when you have reached your goal.

Ours has been called a Phenobarbitals Age, the age of ulcers and nervous breakdowns and tranquilizers at a time when medical research has raised us to a new plateau of good health and longevity, far too many of us worry ourselves into an early grave trying to cope with things in our own little personal ways, without learning a few great laws that will take care of everything for us.

These things we bring on ourselves through our habitual way of thinking.

Every one of us is the sum total of our own thoughts.

We are where we are because that is exactly where we really want or feel we deserve to be - whether we'll admit that or not.

Each of us must live off the fruit of our thoughts in the future, because what you think today and tomorrow - next month and next year - will mould your life and determine your future. You are guided by your mind.

I remember one time I was driving through eastern Arizona. I saw one of those giant earth-moving machines roaring along the road at about 35 miles an hour with what looked like 30 tons of dirt in it - a tremendous, incredible machine - and there was a little man perched way up on top with the wheel in his hands, guiding it. As I drove along I was struck by the similarity of that machine to the human mind. Just suppose you are sitting at the controls of such a vast source of energy. Are you going to sit back and fold your arms and let it run itself into a ditch? Or are you going to keep both hands firmly on the wheel and control and direct this power to a specific, worthwhile purpose? It's up to you. You are in the driver's seat.

You see, the very law that gives us success is a double-edged sword. We must control our thinking. The same rule that can lead people to lives of success, wealth, happiness, and all the things they ever dreamed of for themselves and their family

That very same law can lead them into the gutter. It's all in how it is used: for success ... or for failure. This is The Strangest Secret in the world.

Why do I say it's strange, and why do I call it a secret?

Actually, it is not a secret at all.

It was first promulgated by some of the earliest wise men, and it appears again and again throughout the Bible. But very few people have learned it or understand it. That's why it's strange, and why for some equally strange reason it virtually remains a secret.

I believe you could go out and walk down the main street of your town and ask one person after another, what the secret of success is and you probably would not run into one person in a month that could tell you.

This information is enormously valuable to us if we really understand it and apply it. It is valuable to us not only for our own lives, but the lives of those around us, our families, employees, associates, and friends.

Life should be an exciting adventure.  
It should never be a bore.

A person should work fully, be alive.  
You should be glad to get out of bed in the morning.  
You should be doing a job that you like to do because you do it well.

One time I heard Grove Patterson, the great late editor in chief of the Toledo Daily Blade make a speech. And as he concluded his speech he said something I've never forgotten. He said, "My years in the newspaper business have convinced me of several things. Among them, that people are basically good, and that we came from someplace and we are going someplace. So we should make our time here an exciting adventure. The architect of the universe did not build a stairway leading nowhere. The greatest teacher of all, the carpenter from the Plains of Galileo of all gave us the secret time and time again: As ye believe, so shall it be done - unto you."

### **30-Day Action Ideas For Putting The Strangest Secret To Work For You**

I've explained the Strangest Secret in the World, and how it works.  
Now I'd like to explain how you can prove to yourself the enormous returns possible in your own life by putting the secret to a practical test.

I want you to make a test that will last 30 days.  
It is not going to be easy, but if you will give it a good try, it will completely change your life for the better.

Back in the 17th Century, Sir Isaac Newton, the English mathematician and natural philosopher gave us the natural laws of physics, which apply as much to human beings as they do to the movement of bodies in the universe. And one of these laws is: "For every action, there is an equal and opposite reaction".

Simply stated as it applies to you and me, it means we can achieve nothing without paying the price.

The results of your 30-day experiment will be in direct proportion to the effort you put forth. To be a doctor, you must pay the price of long years of difficult study.  
To be successful in selling, and remember each of us succeeds in life to the extent of our ability to sell, selling our families on our ideas, selling education in schools, selling our children on the advantages of living a good and honest life, selling our associates and employees on the importance of being exceptional people. But to be successful in selling our way of the good life, we must be willing to pay the price. What is that price? Well it is many things.

First, it is understanding emotionally as well as intellectually that we literally become what we think about, that we must control our thoughts if we are to control our lives. It is understanding fully that: "As ye sow, so shall ye reap."

Second, it is cutting away all fetters from the mind and permitting it to soar as it was divinely designed to do. It is the realization that your limitations are self imposed, and the opportunities for you today are enormous beyond belief. It is rising above narrow minded pettiness and prejudice.

And third, it is using all your courage to force yourself to think positively on your own problem. To set a definite and clearly defined goal for yourself and

To let your marvellous mind think about your goal from all possible angles,

To let your imagination speculate freely upon many different possible solutions.

To refuse to believe that there are any circumstances sufficiently strong to defeat you in the accomplishment of your purpose.

To act promptly and decisively when your course is clear and to keep constantly aware of the fact that you are at this moment standing in the middle of your own "**Acres of Diamonds**" as Russel Conwell points out in his book.

And fourth, save at least ten cents of every dollar you earn.

It is also remembering that no matter what your present job, it has enormous possibilities, if you are willing to pay the price.

Let's go over the important points in the price each of us must pay to achieve the wonderful life that can be ours.

It is of course worth any price.

One: Think - You will become what you think about.

Two: Imagine - Remember the word imagination and let your mind begin to soar.

Three  
: Courage - Concentrate on your goal every day.

Four: Save - ten percent of what you earn.

Five: Action - Ideas are worthless unless we act on them.

Next, I'll outline the 30-day test I want you to make, keeping in mind that you have nothing to lose by making this test, and everything you could possibly want to gain. There are two things that may be said about everyone:

- 1) Each of us wants something, and
- 2) Each of us is afraid of something.

For the next 30 days, follow each of these steps every day until you have achieved your goal.

First, write on a card what it is you want more than anything else.

It may be more money. Perhaps you'd like to double your income or make a specific amount of money.

It may be a beautiful home.

It may be success at your job.

It may be a particular position in life.

It could be a more harmonious family.  
Each of us wants something.

Write down on your card specifically what it is you want.  
Make sure it's a single goal and clearly defined.  
You need not show it to anyone, in fact often it is best not to.

**(Cast not your pearls before swine, lest they trample them, and turn again and rend you. - Matthew 7)**

Carry the card with you so that you can look at it several times a day.  
Think about your goals in a cheerful, relaxed, positive way each morning when you get up, and immediately you have something to work for - something to get out of bed for, something to live for. Look at the goals written on your card every chance you get during the day and just before going to bed at night. As you look at it, remember that you must become what you think about, and since you're thinking about your goal, you realize that soon it will be yours.

In fact, it is really yours the moment you write it down and begin to think about it.  
Look at the abundance all around you as you go about your daily business.  
You have as much right to this abundance as any living creature. It is yours for the asking.

Now we come to the difficult part. Difficult because it means the formation of what is probably a brand new habit. New habits are not easily formed. Once formed however, they will follow you for the rest of your life.

Second, stop thinking about what it is you fear.  
Each time a fearful or negative thought comes into your conscious mind, replace it with a mental picture of your positive and worthwhile goal. And there will come times when you'll feel like giving up. It's easier for a human being to think negatively than positively. That's why only five percent are successful!

You must begin now to place yourself in that group.  
For 30 days you must take control of your mind. It will think about only what you permit it to think about. Each day for this 30-day test, do more than you have to do.

In addition to maintaining a cheerful positive outlook, give of yourself more than you have ever done before. Do this knowing that your returns in life must be in direct proportion to what you give. The moment you decide on a goal to work toward, you immediately are a successful person. You are then in that rare and successful category of people who know where they are going. Out of every 100 people, you belong to the top five. Don't concern yourself too much with how you are going to achieve your goal. Leave that completely to a power greater than yourself. The answers will come to you of their own accord and at the right time. All you have to know is where you are going.

It is as marvellous and as simple as that. In fact it is so simple, that in our seemingly complicated world, it is difficult for an adult to understand that all they need is a purpose ... and faith. For 30 days, do your very best. If you are a salesman, go at it as you have never done before, not in a hectic fashion, but with the calm cheerful assurance that time well spent will give you the abundance in return that you want. If you are a homemaker, devote your 30-day test to completely giving of yourself without thinking of receiving anything in return, and you will be amazed at the difference it makes in your life. No matter what your job, do it as you have never done before, and if you have kept your goal before you every day for 30 days, you will wonder and marvel at this new life you have found. Dorothea Brande, the outstanding editor and writer, discovered it for herself

and talks about it in her fine book "Wake up and Live". Her entire philosophy is reduced to the words: **"Act as though it was impossible to fail"** She made her own test, with sincerity and faith, and her entire life was changed to overwhelming success.

Now, you make *your* test for 30 full days.

Don't start your test until you have made up your mind to stick with it.

You see by being persistent, you are demonstrating faith.

Persistence is simply another word for faith. If you did not have faith, you would never persist.

If you should fail within your first 30 days, by that I mean finding yourself overwhelmed by negative thoughts - you have to start over again from that point and go 30 more days.

Gradually, your new habit will form, until you find yourself one of that wonderful minority to whom virtually nothing is impossible.

And don't forget the card.

It is vitally important as you begin this new way of living.

On one side of the card, write your goal, whatever it may be.

On the other side, write the words we've quoted from the Sermon on the Mount.

**"Ask, And It Shall Be Given You"**

**"Seek, And Ye Shall Find"**

**"Knock, And It Shall Be Opened Unto You"**

**"For Every One That Asks Receives"**

Nothing great was ever accomplished without inspiration. See that during these crucial first 30 days your own inspiration is kept to a peak.

Above all ... don't worry! Worry brings fear, and fear is crippling. The only thing that can cause you to worry during your test is trying to do it all yourself. Know that all you have to do is hold your goal before you; everything else will take care of itself. Remember also to keep calm and cheerful, don't let petty things annoy you and get you off course.

Now since making this test is difficult, some will say,  
"Why should I bother?"

Well look at the alternative.

No one wants to be a failure.

No one really wants to be a mediocre individual.

No one wants a life constantly full of fear and worry and frustration.

Therefore remember that you must reap that what you sow.

If you sow negative thoughts, your life will be filled with negative things.

If you sow positive thoughts, your life will be cheerful, successful, and positive.

Gradually you will have a tendency to forget what you have just learned.

Read this again each week. [Download the audio version.](#) Keep reminding yourself of what you must do to form this new habit. Gather your whole family around at regular intervals and listen to what has been said here. Most people will tell you that they want to make money, without understanding the law. The only people who make money work in a mint. The rest of us must earn money. This is what causes those who keep looking for something for nothing, or a free ride, to fail in life. The only way to earn money is by

providing people with services or products which are needed and useful. We exchange our time and our product or service for the other person's money. Therefore the law is that our financial return will be in direct proportion to our service.

Success is not the result of making money. Earning money is the result of success - and success is in direct proportion to our service.

Most people have this law backwards. They believe that you are successful if you earn a lot of money. The truth is that you can only earn money after you are successful. It's like the man who stands in front of the stove and says to it: "Give me heat and then I'll add the wood." How many men and women do you know, or do you suppose there are today, who take the same attitude toward life? There are millions.

We've got to put the fuel in before we can expect heat. Likewise, we've got to be of service first before we can expect money. Don't concern yourself with the money. Be of service... build... work... dream... create!

Do this and you'll find there is no limit to the prosperity and abundance that will come to you. Prosperity is founded upon a law of mutual exchange. Any person who contributes to prosperity must prosper in turn themselves. Sometimes the return will not come from those you serve, but it must come to you from someplace, because that is the law. For every action, there is an equal and opposite reaction. As you go daily through your 30-day test period, your success will always be measured by the quality and quantity of service you render, and money is a yardstick for measuring this service. No person can get rich themselves, unless they first enrich others. There are no exceptions to the law.

You can drive down any street and from your car estimate the service that is being rendered by the people living on that street. Have you ever thought of this yardstick before? It's interesting. Some, like ministers, priests and other devoted people measure their returns in the realm of the spiritual, but again their returns are equal to their service. Once this law is understood, any thinking person can tell their own fortune. If they want more, they must be of more service to those he receives his return. If they want less, they have only to reduce their service. This is the price you must pay for what you want.

If you believe you can enrich yourself by deluding others, you can end only by deluding yourself. It may take some time, but as surely as you breathe, you will get back what you put out. Don't ever make the mistake of thinking you can avert this. It's impossible: The prisons and the streets where the lonely walk are filled with people who tried to make new laws just for themselves. We may avoid the laws of men for a while, but there are greater laws that cannot be broken.

An outstanding medical doctor recently pointed out six steps that will help you realize success.

1. Set yourself a definite goal.
2. Quit running yourself down.
3. Stop thinking of all the reasons why you cannot be successful and instead think of all the reasons why you can.
4. Trace your attitudes back through your childhood and discover where you first got the idea that you could not be successful if that is the way you've been thinking.

5. Change the image you have of yourself by writing out a description of the person you would like to be.

6. Act the part of the successful person you have decided to become.

The doctor that wrote those words is a noted west coast psychiatrist, Dr David Harold Fink.

Do what the experts, since the dawn of recorded history, have told you, you must do: pay the price by becoming the person you want to become.  
It's not nearly as difficult as living unsuccessfully.

Take this 30-day test, then repeat it ... then repeat it again.  
Each time it will become more a part of you until you'll wonder how you could have ever have lived any other way. Live this new way and the floodgates of abundance will open and pour over you more riches than you may have dreamed existed.

Money?

Yes, lots of it.

But what's more important, you'll have peace ... you'll be in that wonderful minority who lead calm, cheerful, successful lives.

Start today.

You have nothing to lose - but you have your whole life to win.

## A ROLE MODEL

The term **role model** generally means any "person who serves as an example, whose behaviour is emulated by others". It is important for an individual to have a role model. A role model serves as an inspiration to an individual in one or perhaps even multiple fields. Role models can vary in identity, from David Beckham to Mother Teresa. When an individual selects their role model(s), they analyse their role model's behaviour and achievements. Individuals who have role models try to emulate their behaviour by carrying out similar actions or working towards carrying out a similar action as performed or achieved by their role model.

High achievers are noted to have multiple role models. A piano player who is on his way up the hierarchy usually has several role models, some of them can be piano players they personally know who exhibit a certain style of hitting the keys with their fingers and others would be famous musicians who have reached stardom through personal endeavours.

Choosing your role model isn't a challenging task. A role model is someone you like and most importantly, someone you intend to emulate based on their skills, achievements or efforts. Everyone has a role model. You only need to find yours.

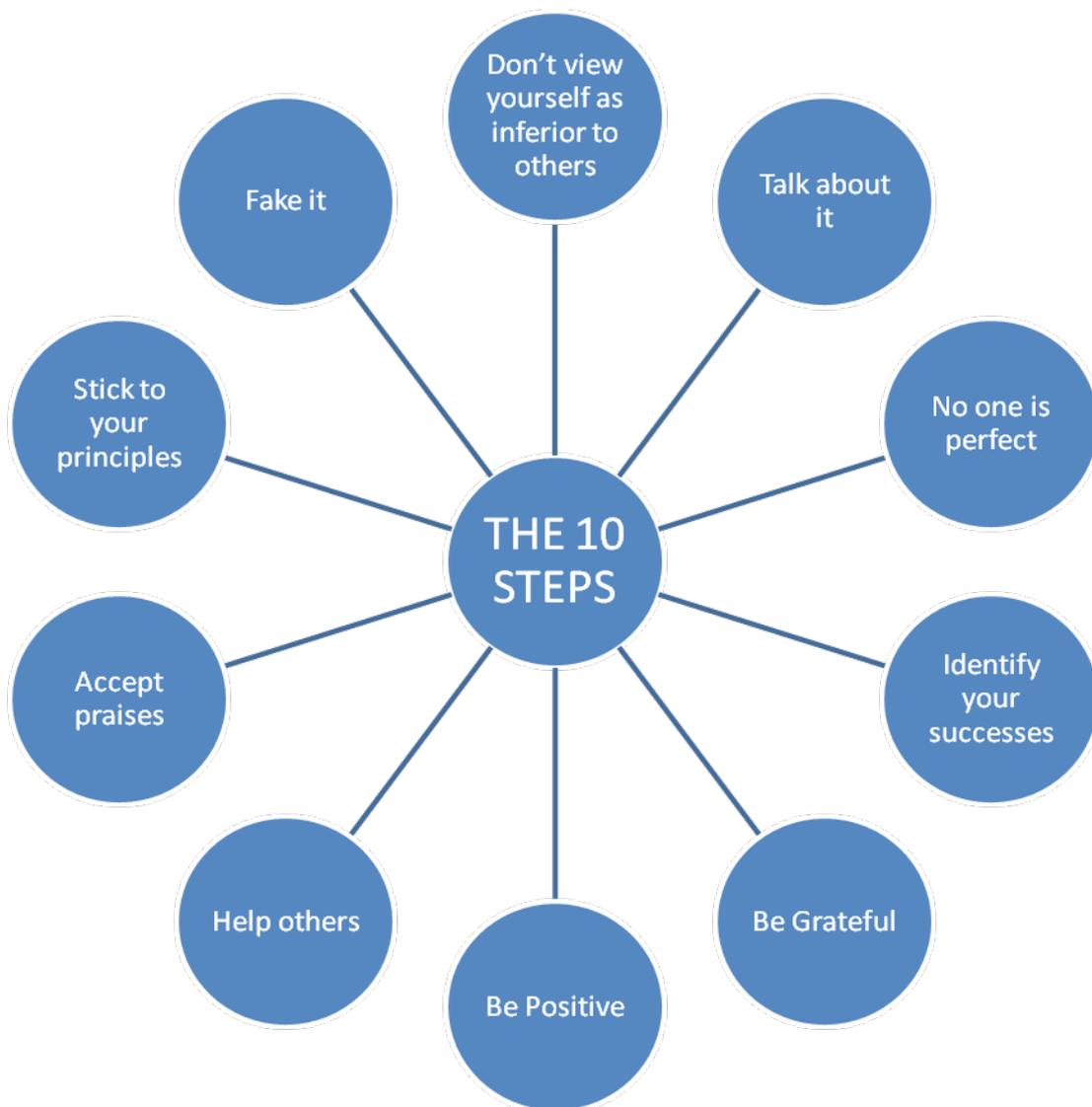
If your role model is someone you know or someone at close proximity, it is important you let them know how you feel towards them. It is always flattering for someone to acknowledge another as their role model. It makes the role model feel important and good about themselves. It also makes the role model more aware of their actions. Role models who know they are being emulated, envied or admired become more conscious of their actions. They determinedly endeavour to keep their good reputation by working harder than before to achieve more. Telling someone that they are your role model does them good as well. It works both ways.

It feels good when someone emulates you. It indicates that you have some unique, impressive skills, styles or achievements that is worthy of emulation. Being a role model takes time. When you realize someone is beginning to emulate, admire or envy you for a skills or achievement, it is even more important that you live up to their expectations with integrity. If you know someone close to you is trying to emulate you, it is likely that they have chosen you as one of their role models. It would be wonderful if you would choose to reach out a helping hand to them. It will boost your confidence by helping another person and it will make the other person feel really happy and grateful.

If you truly want to become a great individual worthy of respect and admiration, you must always remember to give back by helping in any area you can. You will earn even more respect and your confidence will improve.

# BUILDING SELF CONFIDENCE

Self Confidence isn't an overnight acquisition. You want to be confident and feel confident but what if you are starting with no confidence at all? Self Confidence takes dedication to realize that you are a good human being that is worthy of respect and love.



## 1. DON'T VIEW YOURSELF AS INFERIOR TO OTHERS

Don't walk around with a subconscious mind that others are always better and more qualified than you are, whether it is related to work, school or just socializing. This is always one of the major reasons why some people just can't improve their self confidence. Walk around places with a certain degree of superiority but too much of it can turn you into an *ass*.

## **2. TALK ABOUT IT**

Consult your family, love ones and really close friends about how you feel about your insecurities and ways to improve your self-esteem. Your insecurities can range from your appearance to your failures at work.

## **3. NO ONE IS PERFECT**

Even the most confident people and perfectionists have insecurities. They fake it, they consult people who can keep their weaknesses to themselves and not expose them to public, ruin their reputation and so on. So learn that life is full of ups and downs and obstacles that we have to pass ourselves.

## **4. IDENTIFY YOUR SUCCESSES**

Everyone is good at something, so discover the things at which *you* excel, then focus on your talents. Give yourself permission to take pride in them. Give yourself credit for your successes. Inferiority is a state of mind in which you have declared yourself a victim. Never allow yourself to be victimized. Express yourself, whether it's through art, music, writing, etc. Find something you enjoy. Everyone is born with talents and strengths. You can develop and excel in yours. If it's difficult to name two or three things you have some ability in or just plain love to do, think about things others do that you would like to do too and take some lessons or join an enthusiasts club. When you're following your passion, not only will it have a therapeutic effect, but you'll feel unique and accomplished, all of which can help build your self confidence. Plus, adding a variety of interests to your life will not only make you more confident, but it will increase your chances of meeting compatible friends!

## **5. BE GRATEFUL**

Be thankful for what you have. Look into the mirror everyday and celebrating your life for it being abundant as it is.

## **6. BE POSITIVE**

Being an optimist can be hard at times when you don't want to be one. Try to avoid self-pity or pity for others. Never allow others to make you feel inferior. Speak positively of yourself and project your thoughts and strengths to others.

## **7. HELP OTHERS**

Helping other people who needs your help makes you feel a sense of superiority. It gives you the confidence that you are better than they are and can help others achieve a greater height as well. So go ahead and make a difference to other people's life in a positive way. Perform charitable acts and more.

## **8. ACCEPT PRAISES**

Accept compliments gratefully. Don't roll your eyes and say things like "No way!" or "Yeah, right" and shrug it off. Take it to the heart and thank the person who complimented you. Share your thoughts about what they have complimented you for. People who compliment you for things are usually interested in how you performed well and so on. By sharing your tips and strategies, you become a more likeable person. It shows you are not selfish about your achievements.

## **9. STICK TO YOUR PRINCIPLES**

It might be tough, but if you don't have something you can believe in, you don't have anything. If you don't stand for something, you will fall for anything. No matter what's happened in your life, you can always lay claim to the fact that from this day forward, you've followed your principles to the best of your ability.

## **10. FAKE IT**

Along the same lines of smiling to make yourself feel happy, acting confident might actually make you believe it. Pretend you're a completely confident version of yourself; go through the motions and see how you feel. You may not be happy but just plaster that smile on. Don't care what other people think. You shouldn't care about what other people will think or are going to think because what's important is that you are fine with yourself and if you're fine with yourself, others will be fine with you!

## **IMPORTANT TIPS**

1. Exercise and eat healthy. Exercise raises endorphins and makes one feel happier and healthier. It is certainly an easy and effective way to boost your self-confidence.
2. When you're feeling superbly insecure, write down a list of things that are good about you. Then read the list back. You'd be surprised at what you can come up with.
3. Turn feelings of envy or jealousy into a desire to achieve. Stop wanting what others have just because they have it; seek things simply because *you* want them, not whether anybody else has them or not.
4. Don't be afraid to push yourself a bit - a little bit of pressure can actually show just how good you are!
5. Take a wilderness experience course such as those found at Outward Bound for example. Learning how to survive in the wilderness will build your confidence in other areas of life too. You can also try taking up martial arts or fitness class/course (or both). This will help build confidence and strength.
6. Try to make yourself talk positively at all times. When you hear yourself saying you can't do something, stop and say you can. Unless you try, you will **never know** whether you are able to or not.

7. Everyone is beautiful in their own way; don't let anyone tell you differently. Remember to tell yourself that you are beautiful every day; even if you don't believe it, one day you will.

8. Money, luck, beauty, and all other material things are just an illusion of happiness. It misleads us to believe we will feel excellent if we have these things or have fun, but in the long run, you will discover that while these things aren't necessarily horrible, they are only mere *satisfactions*. You will realize having the branded jackets, Nike Shoes, or an attractively rich person flirting with you is only a satisfaction, so in the end you might feel glad you've gotten what you wanted, but you'll want more and more until you reach happiness.

9. Happiness is **not** all about being lucky, attractive, or the best, but rather feeling joyful in yourself, letting go of your insecurities, and having real fun. Sometimes going clubbing is also what the media tags as being the most fun things and it can be, but you decide what feels wonderful and happily fun. The reason people also reflect back to their childhood as "the good ole days" is because that's when being the richest or prettiest doesn't count really, and when we were able to release ourselves and have true fun, feeling happy and confident.

10. Keep smiling all the time. It will help you feel more confident.

11. Say what comes to your mind; since your instinct thought of it, it's probably the right thing for you. Trusting your instinct will provide you with confidence to make the right decision at the right time.

12. Practice good posture. Our body posture represents what we are at that particular time. A simple habit that we can learn and implement is to stand and sit correctly. Your proper body posture will speak for you; how you stand sends out a message to the world, and in turn, back to you.

## **THINGS YOU SHOULDN'T DO**

1. Don't get wrapped up in your mistakes and dwell on bad points; they can be a healthy contrast to your good points or even give you something to improve. There's no feeling like being good at something you were really bad at.
2. Don't **confuse** what you have with who you are. People degrade their self worth when comparing possessions.
3. **Surround yourself with nurturing friends**, not overly critical individuals who make you feel or insecure. This could do great harm and damage to your self confidence.
4. Do **not** try to become confident in the sole interest of finding a partner. You will regret creating a false personality as the relationship goes along.
5. It is good to have a lot of confidence, but **don't** build it up so much that you get egotistical and annoying.
6. Lack of confidence is not a curse! So don't worry. **Many ignorant, fanatic and maniac people are confident.** Building self confidence should be associated with simultaneous growth from within. Overcome pettiness and superficiality and you can build unshakable confidence.

As a conclusion, self confidence helps you to respect yourself and your abilities. Every human is unique, so are you! I hope this chapter will enable you to take on the obstacles in life in a more confident way knowing that each step you make is based on your own individual consideration and that you trust yourself.

# WORRY, STRESS & ANXIETY

M Smith, Segal R, Segal J (2011) How to Stop Worrying, *Self Help Strategies For anxiety Relief*, HelpGuide.Org, [http://helpguide.org/mental/anxiety\\_self\\_help.htm](http://helpguide.org/mental/anxiety_self_help.htm) Retrieved: 14-12-2011.

Worrying can be helpful when it spurs you to take action and solve a problem. But if you're preoccupied with "what ifs" and worst-case scenarios, worry becomes a problem of its own. Unrelenting doubts and fears are paralyzing, not motivating or productive. They sap your emotional energy, send your anxiety levels soaring, and interfere with your day-to-day life—all this with no positive payoff! The good news is that chronic worrying is a mental habit you can learn how to break. You can train your brain to stay calm and collected and to look at life from a more positive perspective.

Constant worrying takes a heavy toll. It keeps you up at night and makes you tense and edgy during the day. You hate feeling like a nervous wreck. So why is it so difficult to stop worrying? For most chronic worriers, the anxious thoughts are fuelled by the beliefs—both negative and positive—they hold about worrying.

On the negative side, you may believe that your constant worrying is harmful, that it's going to drive you crazy or affect your physical health. Or you may worry that you're going to lose all control over your worrying—that it will take over and never stop. On the positive side, you may believe that your worrying helps you avoid bad things, prevents problems, prepares you for the worst, or leads to solutions. Negative beliefs, or worrying about worrying, add to your anxiety and keep worry going. But positive beliefs about worrying can be just as damaging. It's tough to break the worry habit if you believe that your worrying protects you. In order to stop worry and anxiety for good, you must give up your belief that worrying serves a positive purpose. Once you realize that worrying is the problem, not the solution, you can regain control of your worried mind.

## Worry and anxiety self-help tip #1: Create a worry period

It's tough to be productive in your daily life when anxiety and worry are dominating your thoughts. But what can you do? If you're like many chronic worriers, your anxious thoughts feel uncontrollable. You've tried lots of things, from distracting yourself, reasoning with your worries, and trying to think positive, but nothing seems to work.

### **Why trying to stop anxious thoughts doesn't work**

Telling yourself to stop worrying doesn't work—at least not for long. You can distract yourself or suppress anxious thoughts for a moment, but you can't banish them for good. In fact, trying to do so often makes them stronger and more persistent. You can test this out for yourself. Close your eyes and picture a pink elephant. Once you can see the pink elephant in your mind, stop thinking about it. Whatever you do, for the next five minutes, don't think about pink elephants! How did you do? Did thoughts of pink elephants keep popping in your brain? "Thought stopping" backfires because it forces you to pay extra attention to the very thought you want to avoid. You always have to be watching for it, and this very emphasis makes it seem even more important.

But that doesn't mean there's nothing you can do to control your worry. You just need to try a different approach. This is where the strategy of postponing worrying comes in.

Rather than trying to stop or get rid of an anxious thought, give yourself permission to have it, but put off thinking any more about it until later.

### **Learning to postpone worrying:**

1. **Create a “worry period.”** Choose a set time and place for worrying. It should be the same every day (e.g. In the living room from 5:00 to 5:20 p.m.) and early enough that it won’t make you anxious right before bedtime. During your worry period, you’re allowed to worry about whatever’s on your mind. The rest of the day, however, is a worry-free zone.
2. **Postpone your worry.** If an anxious thought or worry comes into your head during the day, make a brief note of it on paper and postpone it to your worry period. Remind yourself that you’ll have time to think about it later, so there’s no need to worry about it right now. Save it for later and continue to go about your day.
3. **Go over your “worry list” during the worry period.** Reflect on the worries you wrote down during the day. If the thoughts are still bothering you, allow yourself to worry about them, but only for the amount of time you’ve specified for your worry period. If the worries don’t seem important any more, cut your worry period short and enjoy the rest of your day.

Postponing worrying is effective because it breaks the habit of dwelling on worries in the present moment. Yet there’s no struggle to suppress the thought or judge it. You simply save it for later. As you develop the ability to postpone your anxious thoughts, you’ll start to realize that you have more control over your worrying than you think.

### Worry and anxiety self-help tip #2: Ask yourself if the problem is solvable

Research shows that while you’re worrying, you temporarily feel less anxious. Running over the problem in your head distracts you from your emotions and makes you feel like you’re getting something accomplished. But worrying and problem solving are two very different things. Problem solving involves evaluating a situation, coming up with concrete steps for dealing with it, and then putting the plan into action. Worrying, on the other hand, rarely leads to solutions. No matter how much time you spend dwelling on worst-case scenarios, you’re no more prepared to deal with them should they actually happen.

### **Distinguish between solvable and unsolvable worries**

If a worry pops into your head, start by asking yourself whether the problem is something you can actually solve. The following questions can help:

- Is the problem something you’re currently facing, rather than an imaginary what-if?
- If the problem is an imaginary what-if, how likely is it to happen? Is your concern realistic?
- Can you do something about the problem or prepare for it, or is it out of your control?

Productive, solvable worries are those you can take action on right away (for example, if you’re worried about your bills, you could call your creditors to see about flexible payment options). Unproductive, unsolvable worries are those for which there is no corresponding action (“What if I get cancer someday?” or “What if my kid gets into an accident?”).

If the worry is solvable, start brainstorming. Make a list of all the possible solutions you can think of. Try not to get too hung up on finding the perfect solution. Focus on the things you have the power to change, rather than the circumstances or realities beyond your control. After you've evaluated your options, make a plan of action. Once you have a plan and start doing something about the problem, you'll feel much less worried.

### **Dealing with unsolvable worries**

But what if the worry isn't something you can solve? If you're a chronic worrier, the vast majority of your anxious thoughts probably fall in this camp. In such cases, it's important to tune into your emotions. As previously mentioned, worrying helps you avoid unpleasant emotions. Worrying keeps you in your head, thinking about how to solve problems rather than allowing yourself to feel the underlying emotions. But you can't worry your emotions away. While you're worrying, your feelings are temporarily suppressed, but as soon as you stop, the tension and anxiety bounces back. And then, you start worrying about your feelings ("What's wrong with me? I shouldn't feel this way!").

The only way out of this vicious cycle is by learning to embrace your feelings. This may seem scary at first because of negative beliefs you have about emotions. For example, you may believe that you should always be rational and in control, that your feelings should always make sense, or that you shouldn't feel certain emotions, such as fear or anger.

The truth is that emotions—like life—are messy. They don't always make sense and they're not always pleasant. But as long as you can accept your feelings as part of being human, you'll be able to experience them without becoming overwhelmed and learn how to use them to your advantage. The following tips will help you find a better balance between your intellect and your emotions.

### **Worry and anxiety self-help tip #3: Accept uncertainty**

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The inability to tolerate uncertainty plays a huge role in anxiety and worry. Chronic worriers can't stand doubt or unpredictability. They need to know with 100 percent certainty what's going to happen. Worrying is seen as a way to predict what the future has in store—a way to prevent unpleasant surprises and control the outcome. The problem is, it doesn't work.

Thinking about all the things that could go wrong doesn't make life any more predictable. You may feel safer when you're worrying, but it's just an illusion. Focusing on worst-case scenarios won't keep bad things from happening. It will only keep you from enjoying the good things you have in the present. So if you want to stop worrying, start by tackling your need for certainty and immediate answers.

### **Challenging intolerance of uncertainty: The key to anxiety relief**

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Ask yourself the following questions and write down your responses. See if you can come to an understanding of the disadvantages and problems of being intolerant of uncertainty.

- Is it possible to be certain about everything in life?
- What are the advantages of requiring certainty, versus the disadvantages? Or, how is needing certainty in life helpful and unhelpful?
- Do you tend to predict bad things will happen just because they are uncertain? Is this a reasonable thing to do? What is the likelihood of positive or neutral outcomes?
- Is it possible to live with the small chance that something negative may happen, given its likelihood is very low?

### Worry and anxiety self-help tip #4: Challenge anxious thoughts

If you suffer from chronic anxiety and worries, chances are you look at the world in ways that make it seem more dangerous than it really is. For example, you may overestimate the possibility that things will turn out badly, jump immediately to worst-case scenarios, or treat every negative thought as if it were fact. You may also discredit your own ability to handle life's problems, assuming you'll fall apart at the first sign of trouble. These irrational, pessimistic attitudes are known as cognitive distortions.

Although cognitive distortions aren't based on reality, they're not easy to give up. Often, they're part of a lifelong pattern of thinking that's become so automatic you're not even completely aware of it. In order to break these bad thinking habits and stop the worry and anxiety they bring, you must retrain your brain.

Start by identifying the frightening thought, being as detailed as possible about what scares or worries you. Then, instead of viewing your thoughts as facts, treat them as hypotheses you're testing out. As you examine and challenge your worries and fears, you'll develop a more balanced perspective.

#### Stop worry by questioning the worried thought:

- What's the evidence that the thought is true? That it's not true?
- Is there a more positive, realistic way of looking at the situation?
- What's the probability that what I'm scared of will actually happen?
- If the probability is low, what are some more likely outcomes?
- Is the thought helpful? How will worrying about it help me and how will it hurt me?
- What would I say to a friend who had this worry?

Cognitive Distortions that Add to Anxiety, Worry, and Stress	
<b>All-or-nothing thinking</b>	Looking at things in black-or-white categories, with no middle ground ("If I fall short of perfection, I'm a total failure.")
<b>Overgeneralization</b>	Generalizing from a single negative experience, expecting it to hold true forever ("I didn't get hired for the job. I'll never get any job.")
<b>The mental filter</b>	Focusing on the negatives while filtering out all the positives. Noticing the one thing that went wrong, rather than all the things that went right.
<b>Diminishing the positive</b>	Coming up with reasons why positive events don't count ("I did well on the presentation, but that was just dumb luck.")
<b>Jumping to</b>	Making negative interpretations without actual evidence. You act like

## Cognitive Distortions that Add to Anxiety, Worry, and Stress

<b>conclusions</b>	a mind reader (“I can tell she secretly hates me.”) or a fortune teller (“I just <i>know</i> something terrible is going to happen.”)
<b>Catastrophizing</b>	Expecting the worst-case scenario to happen (“The pilot said we’re in for some turbulence. The plane’s going to crash!”)
<b>Emotional reasoning</b>	Believing that the way you feel reflects reality (“I feel frightened right now. That must mean I’m in real physical danger.”)
<b>‘Should’ and ‘should-nots’</b>	Holding yourself to a strict list of what you should and shouldn’t do <sup>3/4</sup> and beating yourself up if you break any of the rules
<b>Labelling</b>	Labelling yourself based on mistakes and perceived shortcomings (“I’m a failure; an idiot; a loser.”)
<b>Personalization</b>	Assuming responsibility for things that are outside your control (“It’s my fault my son got in an accident. I should have warned him to drive carefully in the rain.”)

### Worry and anxiety self-help tip #5: Practice mindfulness

Worrying is usually focused on the future—on what might happen and what you’ll do about it. The centuries-old practice of mindfulness can help you break free of your worries by bringing your attention back to the present. In contrast to the previous technique of challenging your anxious thoughts, this strategy is based on observing and then letting them go. Together, they can help you identify where your thinking is causing problems, while helping you get in touch with your emotions.

- **Acknowledge and observe your anxious thoughts and feelings.** Don’t try to ignore, fight, or control them like you usually would. Instead, simply observe them as if from an outsider’s perspective, without reacting or judging.
- **Let your worries go.** Notice that when you don’t try to control the anxious thoughts that pop up, they soon pass, like clouds moving across the sky. It’s only when you engage your worries that you get stuck.
- **Stay focused on the present.** Pay attention to the way your body feels, the rhythm of your breathing, your ever-changing emotions, and the thoughts that drift across your mind. If you find yourself getting stuck on a particular thought, bring your attention back to the present moment.

Using mindfulness meditation to stay focused on the present is a simple concept, but it takes practice to reap the benefits. At first, you’ll probably find that your mind keeps wandering back to your worries. Try not to get frustrated. Each time you draw your focus back to the present, you’re reinforcing a new mental habit that will help you break free of the negative worry cycle.

# LIVE A LIFE OF INTEGRITY

*By: Deb Elkin, LPC (2007)*

Most people would agree that it is very important to live our lives with integrity – to be truthful and honest, to honour our words and our deeds, to let others know they can count on us to do what we say we will do. When we live with integrity, we feel good about ourselves and we know that other people feel good about us too.

There is another aspect of living with integrity – that of living with integrity with ourselves. What does this mean? It means listening honestly about what we want and need and value and then honouring those truths by living them.

Sometimes that can be a real challenge because we often have conflicting needs and wants. For example, you may value good health and a healthy lifestyle. Yet you may eat poorly, not get enough exercise, work too many hours, or not get enough sleep.

You KNOW this is not good for you. You're usually not happy with yourself for doing it. But you can't seem to change it. You are living in internal conflict with yourself. You are not living in integrity with yourself.

Perhaps you are in a career that isn't fulfilling. You know you aren't happy but you don't know what you want to do, you're afraid to make a change, you think others would disapprove of what it is you do want to do. So you stay.

Perhaps you are in a relationship where you get ignored or criticized when you express your feelings. You may shut down and give up (but the feelings are still there), you may rage, act out, or get revenge. But you don't really feel good about yourself when you do that either.

Perhaps you are "living beyond your means". You want what you want and you want it now!

You deserve it! And yet, you have a deep internal nagging, a discomfit, because you are out of touch with how much money you really have and you are feeling out of control.

All of these are examples of how we can get caught up in our internal conflicts and how we end up betraying ourselves because we are not living according to what truly feels good and honourable to us.

When we betray ourselves, we don't feel good about ourselves in the world. We're not happy. We lose self- respect.

So what do we do? How do we empower the voices and values that are truly important to us and live from that place? The first thing we have to do is take the time that's needed to get clear on what it is that truly is important to us, what we really value about living our lives.

So I invite you to start paying attention first to what you already do that feels good to you about how you are living your life right now. Acknowledge these. Acknowledge yourself. This is important. Then start looking at the ways that you do not feel good about how you are living your life. Be honest. Try not to judge yourself as you do this.

You can only make changes and move toward integrity when you know what it is that needs changing. Once you have clarity on what is working for you and what isn't, it's time to start taking steps to make those changes. Sometimes it's easy – all you needed was the awareness. Sometimes it's about making a major change in your life, like a job change or a shift in your relationship. Know that you don't have to do it all at once. This may be a process that takes time and planning. It also takes a huge commitment and a whole lot of courage to claim ourselves differently in the world so that we can live with integrity. Ask for help if you need it. Talk to a friend you trust and whose opinion you value. Get help from a therapist or a coach. Don't be ashamed to need help. This is a big deal! This is your life. Choose you! Be proud of yourself. Be happy. Live your life with Integrity.

*Now try and attempt the following questions.*

You're a government employee and you hear of plans for a new shopping centre and airport development. The price of property in the area is likely to increase sharply once public announcement is made. Should you tell your friend who owns property in the area and is planning to sell? Should you buy property yourself?

You've been really struggling in a class you need to pass to graduate. You studied hard for the final, but still aren't feeling confident about it. Your friend took the test earlier in the day and offers to tell you exactly what was on it. Should you let him? Why?

Your ex-girlfriend comes into town and wants to have a casual, friendly lunch. Do you tell your wife? Why?

# CREATIVITY & INNOVATION

Adapted from: *Dr Yew Kam Keong's "You Are Creative" 3<sup>rd</sup> Edition (2007).*

"The greatest asset of any nation is the creativity of its people." – *Dr Mahathir Mohamad*

"The creative person is one who harnesses the creative process in pursuing the greatest art form of all - meaningful living. The creative person achieves personal fulfilment through participation in life's most rewarding activity – productive thought. The creative person enjoys the beauty and warmth of the rising sun, envisions the potential of the human race, hurls artificial orbiting stars into the sky, cares for little children, builds bird sanctuaries by the water edge and contemplates what is in the darkness beyond the night" – *Mike Vance & Dianne Deacon* in "*Think Out of the Box*".

The human race has survived despite numerous threats to its existence because of creativity. The United States of America relies on ideas as its main source of foreign exchange income. A staggering 42 percent of its exports are ideas in form of intellectual capital such as music, books, movies and software. We have progressed from a Knowledge based Economy to a Creative Economy. The value of an organization is now measured not by the physical possessions of property but the collective creativity of its people. For instance, search engine Google Inc acquired internet video sharing website YouTube Inc for \$1.65 billion and auction site eBay acquired internet telephone company Skype Technologies for \$2.6 billion.

Creativity is about making connections where none existed before. Creativity is something we all have. It is the thing that allows us to find joy and happiness and achieve our goals effectively in this era. Humans differ in the scope and degree of our creativity but we were all born with it.

The secret of creativity is an inquisitive mindset and a desire to seek greater answers in life. Abraham Maslow said, "Creativeness is a fundamental characteristic inherent in human beings at birth". Dr Paul Torrance said, "Creativity skills require practice and can be enhanced by teaching". The "Torrance Test of Creative Thinking" (TTCT) applies 4 criteria to measure creativity:

1. Quantity of Ideas
2. Variety of Ideas
3. Uniqueness & Originality of Ideas
4. Elaborateness

It has been proven that a non creative behaviour has been learned as we grow older and leave childhood. In 1965, George Land and his team developed a test for NASA to select creative engineers and scientists for their Space Programme. This highly successful test expanded to pre-school young children aged 5. The test was repeated until they reached

adulthood. They found that at age 5, children at 98% of creative potential. At age 10, they had 30%, at age 15 they had 12% and by adulthood they had only 2%. This concludes that children are extremely creative, but once they begin schooling, creativity drops tremendously. The good news is that your uncreative habit can be rid off and you can learn how to become creative again through training and dedication.

## **THE 5 STEPS TO CREATIVITY**

1. Knowledge
2. Thinking Process
3. Incubation
4. Eureka!
5. Development

Creativity begins with acquiring diverse knowledge utilizing all five senses to learn. It follows by thinking deeply by brainstorming ideas with people or by yourself. The third step is to incubate by relaxing and doing something unrelated to the problem. The fourth step would be the sudden arrival of a worthy idea and hence the moment of inspiration. Upon the arrival of an idea, the development of the idea into a worthy and practical application completes the steps to achieving creativity.

“The secret to solving problems is to find the bridge between the way things are and the way you want them to become” – *Dave Koberg*.

### **Restating a Problem**

Always re-state the problem you are facing and endeavour to discover as much as you can about the issues that relate to the problem. Do your homework and research about the problem. We live in a golden age of technology where information is available with a single click of the mouse. Use it to your advantage. To understand a problem, it is useful to use the 5Ws and 1H technique: What, Who, Where, When, Why and How?

### **The Power of Questions**

Albert Einstein was once asked: “What would you do if you have 60 minutes to save the world from the collision with a large meteorite?” Einstein replied that he would spend the first 55 minutes asking questions and the last 5 minutes to find a solution. Asking the right questions is vitally important in all problem solving. When there are many options available to a problem, ask questions in a broader scope. For instance, if you were in a foreign country and you were travelling from Town A to Town B, instead of asking a question like: “How do I take a taxi for Town A to Town B?” ask “How do I get from Town A to Town B?” You could discover many modes of transportation or a combination of transportations which may be safer, shorter and perhaps for convenient.

# WRITING YOUR PORTFOLIO

Now it is time to begin writing your first portfolio. Every portfolio you attempt to complete should challenge you to move out of your comfort zone to reach that goal. Setting a goal that is too easy to achieve will defeat the purpose of this project. As mentioned before, the Legacy Project is divided into 2 parts. The first part deals with personal achievement and the second helps you to contribute back to your community by inspiring or lending a helping hand to another party or person who you believe would benefit from your efforts, sacrifice and care.

At every phase of the first part dealing with personal achievement, you will be guided by questions or suggestions that will lead you to giving your best answer. Giving your best answer in every question or prompt will certainly open doorways to opportunities and also help you discover hidden talents and most importantly hidden values unknown to yourself. Remember to embrace a high level of ethics and integrity when pursuing your goals and dreams. True satisfaction from completing a goal can never be achieved if the action was undone in an unethical fashion. Try to avoid shortcuts. Sometimes doing things in the appropriate and beaten way is probably the safest way. Taking shortcuts isn't encouraged, however, there are times in which taking an unbeaten track may make your journey easier and results may be achieved faster if you take time to ensure that the shortcut you take will lead you to the same desired results when done in an ethical fashion.

The second part that deals with helping a third party is designed to challenge you to move out of your comfort zone, approach someone whom you believe would benefit from your help and influence their life in a positive way. Extending a helping hand to another party always makes you feel good especially when you see the fruit of your efforts.



# PART 1: PERSONAL ACHIEVEMENT

By: Shahzan Shah & Nigel Lo

The difference between the ordinary and the extraordinary is only a little. Successful people have always had goals before them. Many extraordinary individuals take their time working at every goal at their own pace. It is important that you have as much fun as you can while working towards your goal. Give your very best and demand more of yourself than what others would expect and act as if it was impossible to fail. Your efforts will pay off and you will fall into the category of extraordinary individuals. Good Luck!

## PHASE 1 – GOAL SETTING

The first phase will help you identify your goals. There should never be a single fixed plan in your goals. Your goal should be one that can be easily changed and modified for improvement. The human mind has the creative ability to constantly generate new ideas when you really put your heart to it. Be flexible.

Now answer all the following questions below in every portfolio you attempt to complete. A sample portfolio has been provided to give you the framework that is expected of you. Please stick to the given framework to get the best out of the project.

- **Identify a reachable goal which challenges you.**
- **How will the goal benefit you?**
- **Are the benefits of the goal temporary or permanent?**
- **Estimate the timeframe you would require to complete the goal.**
- **What are the essential items needed to kick start the goal?**
- **Are there any specific knowledge or skills you may be required to learn?**
  - = *How can I obtain such knowledge or skill?*
  - = *Are the costs of obtaining such skills reasonable?*
- **What are potential challenges you may stumble upon? Are there any remedies?**
  - = *How can these challenges be addressed to reduce inconvenience?*
  - = *Will any party be negatively affected during this process?*
  - = *Are there any ways to solve the disputes?*
- **Who are possible mentors or people with the experience you can consult?**

Here's a recap of the above questions and a guideline to answering them:

The first step of any goal would be to identify a goal that is worthy of achievement and also a goal that challenges you to work hard at it. Refer to the "Strangest Secret" about ways to identify and achieve your goal. Ask yourself how the goal will benefit you and whether the benefits will be long lasting or not.

Next, estimate the duration of time that would be needed to achieve your goal. Furthermore, consider whether the goal would consume too much of your time and if so ask yourself again if the goal is worthy of achievement.

Then, you should identify the equipments or items you would need in order to work through your goal. Consider the costs of purchasing the items. It is then important to identify the need to learn or educate yourself with the skills or knowledge you may need to carry out the action phase. Consider the costs of tuition fees. Here is where you then stop to look at whether your goal is a goal that is reachable at this current time. Sometimes a goal is only achievable when there are financial resources available to you. If that is the case, consider changing your goals while retaining the idea of the previous goal so you can come back to it when you are financially apt to support yourself independently through the process.

It is then important that you focus on the potential challenges that may arise during this process. Weigh the options available in solving the potential disputes or problems and address the issue with integrity. If a third party is at risk of getting hurt from your actions, it is best to avoid carrying out the goal to avoid future regrets. It would always be helpful to get acquainted with people with a proven track record of similar achievements so they can share with you their methods of successfully reaching the goal you seek to accomplish.

Mentors are great friends and are often people you admire. Don't be shy to voice out to these people how you perceive them as your role model. It flatters most people and they will be more inclined to help you.

Finally, identify a starting point for your goal and you should be set to begin the following phase. Well done!

## **PHASE 2 – ACTION**

The most time consuming and difficult phase you must face no matter what your goal is or how big it is. Putting your goal and plan into action requires self confidence and dedication on your part. Often the most common reason why people fail to complete the action phase is due to daily routines which lead ultimately to **forgetfulness**. If you put your goal before you and decide to make it an important part of your life until it is complete, you would make it a daily routine to work on it. To avoid forgetfulness on your part, you can take simple steps **like sticking sticky notes on around your house or work desk or even better set reminders daily on your phone**. Work towards your goal slowly but make sure you do so consistently. Once you get into a routine of spending some time daily working on your goal, you will be amazed at how fast new opportunities will present themselves to you.

Do you remember the first time you wanted to ride a bike without its support wheels? Do you remember how many attempts you needed before you could ride without them? Do you remember the people around you who helped support you while you rode without support wheels for the first time? What was the key to your success? Was it courage or was it determination perhaps? Do you remember ultimately how it felt to have succeeded and then to begin pedalling faster and faster until you reached full

speed? It felt good, didn't it? Today, if you pick up a bicycle, you would be able to ride it well without thinking twice or being worried that you have forgotten how to ride it. Learning how to ride a bicycle without its support wheels can be considered a goal that challenges you to move out of your comfort zone. It is a skill much like learning to play a guitar, piano or any musical instrument. You need practice and because it is a "skill", you will be able to retain the knowledge and experience for a lifetime. The benefits are permanent and can be taught to another party which strengthens your skill by gaining additional experience.

The action phase is what makes your goal a reality. Earl Nightingale in the "Strangest Secret" emphasized that *ideas are worthless without action*. You cannot be a couch potato waiting for a cheque to drop in without putting any effort into something.

During this phase, the paperwork required to be completed and presented in your portfolio would consist of a diary of the process, observations and results of your endeavours. You may present results in a graph if your desired outcomes can be measured. Such examples include the measurement of body mass, stress levels, heart rate and so on. Your graph can either be hand drawn or computer generated using Microsoft Excel.

Below shows a table used for observing a goal that cannot be measured by graph.

Date	Procedure Steps	Achievement	Observation/ Notes
15/09/2010	Start Day – Contact food manufacturer	Successful	n/a
18/09/2010	Order food – Hotdogs Chips and Snacks etc.	Successful	Cost- \$600
23/09/2010	Set up stall at event King's Park.	Successful	Time: 2 hours
24/09/2010	First day of sale	Successful	Profit made- \$250
25/09/2010	Second day of sale	Successful	Profit made - \$285
26/09/2010	Third day of sale	Successful	Profit made- \$230
27/09/2010	Return of equipment	Successful	Rent paid- \$100
30/09/2010	Money raised donated to World Vision	Successful	3 children sponsored.

*Table 1 shows the steps and the observation notes taken for raising funds for donation*

### **PHASE 3 – PUBLICITY**

The publicity phase is the point in time where you have successfully achieved your goal and intend to generate some awareness and publicity about it. This phase is not a compulsory phase, however, it is highly recommended you complete it to give yourself a sense of achievement when others discover and get inspired by your success. It makes you feel proud of your effort and motivates you to spur on. Awareness and publicity can range from a small scale to a large scale. An example of a small scale publicity would be to share your achievement with your family and close circle of friends. A large scale

publicity would attempt to reach out to the general public as far out as possible. Critics or “internet haters” as they are called may hurt you with harsh and negative criticism. Be careful not to take it too seriously and get demotivated. Many critics harrass their target achiever with biased and baseless comments. Hence, it is important to be able to identify good criticism written with positive intentions and negative criticism which aims to demotivate you or halt you from progressing further.

Here are a few common steps you may find useful in generating publicity and awareness:

1. Identify the scale you intend to reach. Would you prefer a larger or smaller audience?
2. Identify your target audience and their demographics. (e.g. age group, gender etc...)
3. Find a medium for your publication. (e.g. YouTube, Facebook, Daily newspapers, TV?)
4. Research on the estimated costs and people you need to get in touch with.
5. Make contact with the person in charge of helping your publicity drive.
6. Inform your representative about your intentions and get the best campaign available.

## **CONCLUSION**

The completion of Part A of the Legacy Project signifies your successful achievement of a goal you have set and worked at. We hope the satisfaction when completing this part will inspire and motivate you to continue setting more personal goals every year. Be proud of what you have achieved. There will be many others who will share your pride! We will, for sure!

## PART B: TRANSFORMING LIVES

*By: Nigel Lo*

My friend and co-coordinator of this project, Shahzan Shah told me, "You cannot really change the world. Leave that in the hands of God". Shah is right. Of course there are some truly unique and outstanding individuals who have successfully made an impact on the global society. These individuals have shaped people's habits, values and way of living. Such individuals include Apple Inc's founder Steve Jobs, Microsoft's Bill Gates, Mother Theresa, China's former communist leader Chairman Mao, Deng Xiao Ping who brought revolution to China after Mao's passing, former American President Harry Truman who through his endeavours ended World War 2 and more.

We, as individuals, are never expected by society to play such a transforming role in society. If you desire to be like these outstanding people, what's stopping you? Always aim high in life but start slowly and work towards it step by step. You may intend to set a huge goal before you but to get there: we suggest you do so by setting smaller goals which will give you the resources, knowledge, skill and experience to reach your ultimate goal.

So you may not be able to "change the world", but you can change lives. I cannot tell you how many people out there would benefit from a little help. That help can come from financial aid or it can simply be additional support, love or sympathy. In this current day of age, the rate of depression, suicide and emotional abuse is escalating. Young people are developing bi-polar depression and some just need a little bit of extra love and care. Giving to society isn't a difficult task but it is certainly a very fulfilling and rewarding experience. Many times, a grateful smile from another person is enough to brighten your entire day and leave you pondering on what more you can do for other people.

The following guideline will provide you with the framework you need to complete this part of the project.

1. Identify a friend that would benefit from your help. You don't have to tell him or her that they are part of this project. Lend a helping hand with a sincere and giving heart. This part aims to motivate you to constantly reach out to people in your community who would benefit from your help.
2. Identify the area you feel you could be of help because of your experience or expertise. It could be helping a friend improve his or her academic performance, it could be helping them get through depression or it could be as simple as sponsoring a child in need.
3. Record the improvements they make as you progress through the "help" phase.
4. Record the duration of time it took before improvement could be observed.
5. The method and procedure you opt to use is entirely up to you. There is never a single definite way to help another person.

## **PART B SAMPLE FORMAT**

### PHASE 1: PREPARATION & IDENTIFICATION

Name & details of friend:

Identify the area which you intend to help your friend:

Resources needed:

Estimated duration of time needed to complete task (before beginning):

### PHASE 2: ACTION & INITIATIVE

Methods, Procedure, Initiative & Steps Taken:

### PHASE 3: RESULTS & OBSERVATION

Actual duration of time taken before improvement could be observed:

Observation of substantial progress and improvement:

Does the improvement or progress benefit your friend permanently? If yes, in what way?



International Magis Society

# The Legacy Project

## SAMPLE PORTFOLIO

**Name of Participant:** Tom Sawyer  
**Date of Birth:** 15/08/1996  
**Contact Details:** [tomsawyer@email.com](mailto:tomsawyer@email.com)  
**Location:** Perth, Western Australia  
**Portfolio Number:** 2 (*this is the second portfolio submitted*)  
**Date of Submission:** 25/10/2011

**Name of Supervisor:** Alan John Rigby  
(*If none, leave blank*)

**Signature of Participant:**

<Insert personal signature>

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**Signature of Supervisor:**

<Insert supervisor signature>

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## PART A: PERSONAL ACHIEVEMENT

### PHASE 1 – GOAL SETTING

#### Identify a reachable goal which challenges you.

*Ultimate goal - To become an internet music composer and singer.  
Sub-goals- Buy electronic keyboard, computer, sound mixer, guitar.*

#### How will the goal benefit you?

*To be renowned for my success as an online musician and singer.*

#### Are the benefits of the goal temporary or permanent?

*Permanent as long as I can consistently produce good music.*

#### Estimate the timeframe you would require to complete the goal.

*5 months or more*

#### What are the essential items needed to kick start the goal?

*Sound mixer, guitar, electronic keyboard, camera, recording microphone...*

#### Are there any specific knowledge or skills you may be required to learn?

**= How can I obtain such knowledge or skill?**

**= Are the costs of obtaining such skills reasonable?**

*Singing lessons, guitar and piano lessons.  
Online tutorial for sound mixing and audio production.*

#### What are potential challenges you may stumble upon? Are there any remedies?

**=How can these challenges be addressed to reduce inconvenience?**

**=Will any party be negatively affected during this process?**

**=Are there any ways to solve the disputes?**

*Lack of financial resources. Possible solution would be to borrow money from family and relatives and to get a part time job.*

#### Who are possible mentors or people with the experience you can consult?

*My older brother who can play the guitar and has a microphone kit.*

## PHASE 2 – ACTION

### RECORDED PROCEDURE, STEPS & METHODS

17/01/201 1	<i>Begin working in hardware store.</i>
17/04/201 1	<i>Earned \$2400 for 3 months worth of work.</i>
20/04/201 1	<i>Electric keyboard and Audio Production software purchased from JB Hifi (city branch). \$2000 spent in total</i>
21/04/201 1	<i>Borrowed guitar from older brother. Begin advanced lessons in guitar finger picking with him Borrowed video camera from uncle.</i>
23/04/201 1	<i>Begin writing lyrics and composing music notes with the keyboard and guitar.</i>
3/06/2011	<i>Lyrics and music composed for 10 original tracks.</i>
6/06/2011	<i>Begin mixing the audio recorded from guitar and piano. Added drum beats for 3 songs. Other songs to remain classical and old style.</i>
8/07/2011	<i>Music successfully completed. Begin music video shoot. Scenes at the city, China Town and Northbridge plaza. Additional beach scenes from Fremantle and Scarborough at sun set. Video edited for 3 songs and released on 1/08/2011 on (<a href="http://www.youtube.com">www.youtube.com</a>).</i>

### ADDITIONAL NOTES:

*I was always worried that I might lose track of my goals because of my time commitments in school and doing family chores. Therefore, I set daily reminders on my hand phone and stuck sticky yellow papers on my bedroom door to remind myself of the goal. It helped me remember to commit my free time producing music rather than wasting time. I never took vocal lessons as I was confident of my singing ability due to the praise I received whenever I had sung in front of an audience. I have also decided to continue working at the hardware store during evenings and on a Saturday so I could have an extra source of cash. The next phase would require me to publicize my music videos. I plan to set up a personal website and blog. I will also set a fan page on Facebook.com and SoundCloud.com to help the publicity drive as well.*

### PHASE 3 – PUBLICITY (optional)

1. Identify the scale you intend to reach. Would you prefer a larger or smaller audience?

*Large audience - Preferrably reaching to the global community.*

2. Identify your target audience and their demographics. (e.g. age group, gender etc...)

*Specified Target audience - Youth, Both gender (age 13-25)*

3. Find a medium for your publication. (e.g. YouTube, Facebook, Daily newspapers, TV?)

*The West Australian newspaper - advertisement  
Facebook - Fan Page,  
Soundcloud - User Page  
YouTube - Standard account & paid advertisement*

4. Research on the estimated costs and people you need to get in touch with.

*Facebook - Marketing Representative  
Soundcloud - Free of charge  
YouTube - Sales Representative  
The West Australian - Advertisement or Marketing Officer*

5. Make contact with the person in charge of helping your publicity drive.

*Emailed Marketing Representative of the above companies. Received price and purchase quote.*

6. Inform your representative about your intentions and get the best campaign available.

*I am seeking to use youtube.com's pay per view package. It is cost friendly because I only pay when my video is viewed. I have spoken to my personal marketing and sales representative.*

# PART B: TRANSFORMING LIVES

## PHASE 1: PREPARATION & IDENTIFICATION

Name & details of friend:

*Robert Hayter,  
15 years old, Attends West Ville Senior High School.*

Identify the area which you intend to help your friend:

*Around a year ago, Robert lost both his parents in a fatal car accident. Robert is a single child and now lives with his uncle. He is still a student at West Ville Senior High School. Although he has not been clinically diagnosed with depression, I can tell, as his friend, that he is still deeply affected by the tragedy. His school grades have dropped and he finds it difficult to concentrate during classes. He isolates himself in his room playing computer games. I feel it is very unhealthy for him as he is not getting enough fresh air and social support he needs. His uncle is unaware of his mental health condition as he is working full time as a truck driver and is often away from home. I intend to provide the friendship and social support Robert lacks. I do not have any experience in this nor am I a qualified psychologist. Hence, I will do what a friend should do in my capacity by helping him with his school work and studies and at the same time encourage him to increase his social network of friends by attending my youth church and events hosted by the local community.*

Resources needed:

*None.*

Estimated duration of time needed to complete task (before beginning):

*2 to 3 months of friendship and social support.*

## PHASE 2: ACTION & INITIATIVE

Methods, Procedure, Initiative & Steps Taken:

*I approached Robert one day after school and voiced my concerns for him. I told him I understood what he is going through and that I wanted to help him with his school work and studies to prepare for the exams for Year 10. Robert refused initially but after some persuading I managed to convince him that he needed some support. I did not mention about wanting to help him get social support as it will put him off and it might even offend him so I was careful to avoid touching on the sensitive issue.*

*We started off by me making visits to his uncle's home where he resides. I took a look at his school work and we compared notes. I helped him to understand the difficult mathematical concepts with regards in particular to algebraic equations. After we had finished the day's session, Robert thanked me for the help. I took the opportunity to invite him to attend my youth church. I felt strongly that it was a good idea for him to get spiritual help. The youth church was a pleasant community with caring and helpful friends. I offered to pick Robert up on a Friday afternoon so we could have dinner before visiting the church. I told Robert that there were no obligations and that if he did not feel comfortable there, he could choose not to return. He agreed. I rang my youth pastor to tell him about Robert. He made arrangements for a special welcome for Robert. As we walked in the first day, Robert was given a surprise welcome and greeted warmly by the church community. The smile on his face was priceless...*

## PHASE 3: RESULTS & OBSERVATION

Actual duration of time taken before improvement could be observed:

*A surprising and unexpected 2 weeks only.*

Observation of substantial progress and improvement:

*Robert was delighted and touched by the church's effort to make him feel so welcome. He enjoyed his first session and returns as often as possible. Robert's academic grades have improved. His maths grade returned 10% higher than his previous grade.*

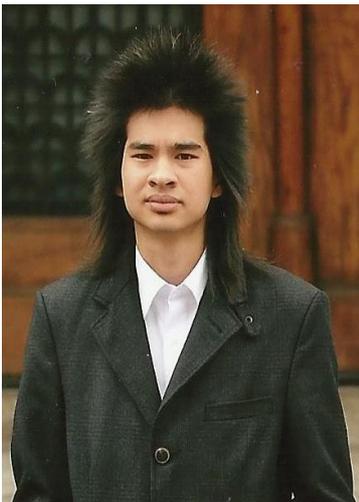
Does the improvement or progress benefit your friend permanently? If yes, in what way?

*I would like to believe it has a permanent effect.*

## ABOUT THE COORDINATORS



Nigel Lo is a youth advocate, author and public speaker best known for his role as the founder of the International Magis Society. Born in Kuching, Malaysia he was educated at Lodge National School. Nigel was a member of the Lodge Malaysian Red Crescent Society in which he served as President/Head Section Leader for 3 consecutive years. He moved to Perth, Western Australia in 2010 and attended Murdoch College where he founded the International Magis Society. Among his online publications include: *The Egoistic Character Program* and *Eco Warriors*. Nigel has received numerous awards for his community service which includes being the first Malaysian youth to receive the "Long Tan Australian Defence Force Leadership & Teamwork Award" by the Australian Department of Defence.



Mohd Shahzan Shah is a humanitarian, public speaker and entrepreneur. He is the founder and CEO of international drink export business "Energy Shack". Shah was born in Kuala Lumpur, Malaysia and moved to Perth, Western Australia to attend Year 8 at Murdoch College. He graduated in 2009 and travelled to Albania to be involved with Kamza Development in constructing homes for local citizens in part of improving the Albanian Economy. He moved to Belgrade, Serbia a year later and is currently undertaking a Diploma in Audio Engineering at SAE Institute. Shah serves as the Director of Communication at the International Magis Society

