

**Attitude Tips** from *Janice* - the lady with 'nice' in her name

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Sometimes it's a challenge keeping a positive attitude when you're working hard towards achieving a goal. But it's the goal setters who are the winners.

How many times have you heard someone say .....I wish I could do what I want, or you're lucky to be following your passion, or I wish I could do that....or the most heart wrenching one..I'll wait until I retire..

But in today's stressful world.....it's often a challenge ..but it's worth the effort.

Recently a client came to me for some coaching for an upcoming business presentation. Like many people she had a fear of public speaking. Very normal you might say...but like any fear.. it's possible to overcome it. These are the steps we took to help her succeed.

6 steps to Achieve Goals.

- 1 Focus your effort.  
A deadline had to be met...so she aimed for it
- 2 Clarify your thoughts.  
After an initial consultation, she wrote out her presentation  
What seemed unimportant to her was what her audience wanted to hear.
- 3 Establish Priorities  
Getting her message across was important. Engaging her audience was important. Having some fun was what I thought was important....so we introduced some funny business experiences she enjoyed sharing.
- 4 Keep Motivated  
She reread and practiced alone, then we had a practice run

5 Communicate your goal and ask for help  
She asked me and prior to her presentation, she asked for assistance from some audience members to ask questions that would prompt her if needed.

6 Encourage Achievement.  
We planned a flier to present, she had complementary pens, we discussed comfortable, 'feel good' clothing & accessories, and planned a reward afterwards.

Her goal was achieved with great success! She had plan A, plan B was her back-up questions, she was confident and received a huge response from her audience. And as a bonus....that afternoon when she received a telephone call asking if she would present to another business group...she felt confident enough to say YES...

That's the spin-off of achieving goals and being a winner!

Next issue, I'll share some steps about the process of change..as you step towards achieving your goals and keeping your attitude positive along the way.

If you're interested in more information on Goals....for yourself or your company...contact me about my 2004 Goal Setting with Gusto workshops, which I'm busy booking up for early next year.

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#### 4 Attitude Tips for the next Month

Eagles come in all shapes and sizes, but you will recognise them briefly by their attitudes *Charles P Siox*

Adopting the right attitude can convert a negative stress into a positive one *Hans Selyer*

Our attitudes control our lives. Attitudes are a secret power working 24 hours a day, for good or bad. It is of paramount importance that we know how to harness and control this great force. *Tom Blandi*

A positive attitude can really make your dreams come true... ..it did for me. *Zina Carrison*

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#### News & Upcoming Events

Watch this space...next month my updated webpage will be ready. There's lots of articles, topics,resources and quizzes.

Upcoming Conferences  
Women in Management - Dealing with Difficult People and Personalities.  
Payroll Conference - Conflict Management  
(If you want more information on these topics along with Leadership, Teams, Problem Solving and Change Management - contact me about the highly successful Teams Woe to Go programme)

2004 Goal Setting with Gusto Workshops  
Get organised and plan ahead before the Christmas

mayhem. Goal Setting with Gusto is perfect for helping employees getting focussed and set Sales Targets, Business Appointments & Presentations, Deadlines, Product Development, Personal Family & Healthy Lifestyle Goals for the year ahead  
Contact me for more information about 2004 workshops.  
Book early and get the date you want.  
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If you want to receive the 'Passionate Goals Are Not for the Fainthearted article', please return this email with the word article. Thanks

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Thank you for sharing with me. Enjoy your day.

Regards     **Janice**

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