Introduction

Much of our lives is spent trying to be joyful and productive. We are often envious of those who appear to have it and frustrated in our failures to achieve it. Why is these things so elusive? Maybe it is because we are searching in the wrong place. Maybe it is not found in the gym, health spa, golf course, self improvement seminars or on Bay street. Maybe it is found right inside us and all we have to do is search within ourselves to find it. Now there is an innovative thought. This article/newsletter’s goal is to help you find joyfulness and productivity in a spot where many never care or dare to look, deep with our hearts and mind.

Key Points:

1. Life is like Interval training. There are going to be highs & lows in life but the secret to a joyful life is closing the gap between the two. That does not mean lowering the bar on the highs but rather raising the bar on the lows. This means putting a different perspective on them so they don't drag you down and seem so over bearing.

2. This is not an easy journey. It will require thought and effort but the rewards are just too great to pass up on.

3. You need to self reflect
   1. Goal Set
   2. Id your strengths
   3. Id people, events, beliefs that you believe are holding you back from reaching your potential.

4. Develop proper perspective

5. Understand that Life is not a game of perfect.

6. You have the power to choose

7. Develop a growth mindset

Step 1: Self Reflection

1. Goal Setting

Research has shown that the practise of writing down your short and long-term goals results in a great opportunity to achieve these goals. Effective goal setting can be an intimidating process and often overwhelms people but if done in a precise and strategic way it is a very effective way to redirect your thoughts and actions into achieving something special.

The secret to goal setting is to be S.M.A.R.T.

**Specific** - Be as specific as possible so you can visualize the result.

**Measureable** - You must identify specific metrics to measure your progress.

**Action** - Identify specific actions are you going to take to achieve your goals?

**Realistic** - It’s important that the goal set can be realistically accomplished

**Timed Lined** - Set a specific time (a week, a month, a year) to accomplish your goal. Set a long-term and short-term time lines.
Self Reflection and Goal setting continued:

Setting Your Goals

The following table is set up to help direct your thoughts with respect to various categories that your goals could fall under. But don’t be limited by these that are listed. Only you know what is important in your life and what you want to achieve.

<table>
<thead>
<tr>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health and Fitness</td>
</tr>
<tr>
<td>Financial</td>
</tr>
<tr>
<td>Business / Career</td>
</tr>
<tr>
<td>Intellectual/ Knowledge/Creative</td>
</tr>
<tr>
<td>Contribution and Spiritual</td>
</tr>
<tr>
<td>Social and Family</td>
</tr>
<tr>
<td>Travel and Adventure</td>
</tr>
</tbody>
</table>

Step 1 - identify three (you can have more if you want) short and long-term goals. The time line for short-term goals can be from a day to 3 months. Long-term goals typically are 3 months to many years in the future.

Step 2 - Once the short-term and long-term goals are established utilize the table on the next page to make them S.M.A.R.T. Take your time to think carefully about what want to achieve and how you will go about accomplishing this (SMART) but set a time line of a week to complete this process. You have now set your first short-term goal.

Please Note - It is not unusual if you have difficulty organizing your thoughts with respect to SMART Goals. Effective goal setting takes practice. You will revisit your goals many times (I would recommend every three months) and reset them as proceed through the journey of life).

First Goal:

<table>
<thead>
<tr>
<th>Specific</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measureable</td>
</tr>
<tr>
<td>Action</td>
</tr>
<tr>
<td>Realistic</td>
</tr>
<tr>
<td>Timed Lined</td>
</tr>
</tbody>
</table>

Second Goal:

<table>
<thead>
<tr>
<th>Specific</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measureable</td>
</tr>
<tr>
<td>Action</td>
</tr>
<tr>
<td>Realistic</td>
</tr>
<tr>
<td>Timed Lined</td>
</tr>
</tbody>
</table>

Third Goal:

<table>
<thead>
<tr>
<th>Specific</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measureable</td>
</tr>
<tr>
<td>Action</td>
</tr>
<tr>
<td>Realistic</td>
</tr>
<tr>
<td>Timed Lined</td>
</tr>
</tbody>
</table>

Self Reflection continued:

2. **Identify Three Strengths that You Possess.**

These strengths can be physical, emotional and mental. We all have strengths that we rely on to help us achieve things in life. Unfortunately, many of us focus more on our weaknesses and the things that are holding us back. This is counter intuitive, because if we want to live a joyful productive life, it will be our strengths that will allow us to do this. Therefore, it is important to identify our individual strengths. By doing so it allows us to focus on activities that play to our strengths and therefore we will be more successful in accomplishing them.

Examples of strengths that you may possess are;

- What advantages do you have that others don't have (for example, skills, certifications, education, or connections)?
- What do you do better than anyone else?
- What personal resources (finances, friends, family, business colleagues) can you access?
- What do other people (and your boss, in particular) see as your strengths?
- Which of your achievements are you most proud of.
- What values do you believe in that others fail to exhibit?

As well, by identifying what our strengths are it helps us recognize what our weaknesses are which we can then begin to focus on to strengthen.

3. **Identify people, events, beliefs in your life that you perceive are holding you back from reaching your potential or goals in life.**

To live a joyful and productive life it is important to surround ourselves with like minded individuals and to put ourselves in an environment that is conducive to joyfulness and success. Unfortunately, life often throws us curve balls that can derail us from living the life we would like. Fortunately, these situations do not have to hold us forever. Often times they are short -term events, and though dramatic at the time they can be overcome by recognizing what they are and formulating strategies to deal with them.

What ever you identify as the thing(s) holding you back I can assure you there are many examples of people who have overcome the same perceived obstacles. Use the internet to research these people out and find out how they overcame these obstacles.
Step 2. Developing Proper Perspective

If you perceive that it is true, then it is true. There is no denying this fact. Therefore, if you want to live a joyful and productive life you have to "perceive" things in a positive way. That does not mean distort reality. Sometimes things in our lives are pretty ugly but that does not mean that they will always stay that way. Sometimes the most important thing you can do is be patient and let things unfold. Other times it is best to be active in the process of making a change to make things better. Regardless of the tactic used, it is your perspective that things will improve that is most important. If an ugly situation does improve but you don't perceive it as improved then it has not improved. Having a positive perspective of the situation that you find yourself in or of an unfolding event is the key to finding yourself living a joyfully and productively.

Step 4. We Have a Choice

The path toward a joyful and productive life is filled with choices. WE HAVE THE POWER TO CHOOSE. Even with a choice less event, such as a death of a family member, we have a choice in terms of how we react to it. Do we wallow in the sorrow of our loss or do we choose to remember the joy of experiencing the life of the deceased person.

Dealing with fear is another good example of how we must choose correctly to live a joyful and productive life. Fear sabotages the bravest of hearts. It is a destructive emotion that serves no joyful or productive purpose. We have to make a choice, do we allow fear to do the following:

- F - forget
- E - everything or do we
- A - and
- R - run

- F - face
- E - everything
- A - and
- R - rise

Step 3. Life is not a Game of Perfect

Our efforts, our outcomes, do not have to be perfect to make a difference. Too often we are too hard on ourselves. We expect perfection and when perfection does not come we persecute ourselves. Too often we compare ourselves to others unrealistically. We compare our behind-the-scene garbage to everyone else's highlight reel.

The Duck Syndrome

Be aware of the Duck Syndrome. When we see a duck swim it looks so graceful gliding along on top of the water, but what we miss is what is happening beneath the water, their legs and webbed feet moving like crazy to push them along. Success and joyfulness rarely comes easily for anyone. We all have to work at it. Don't get confused by what appears to be effortless, it usually has taken countless hours or years to make it look that way. Those who live a joyful and productive life realize that life is not played to perfection but rather recognize mistakes and failures are opportunities for growth and personal development.

Step 5. Growth Mind Set

There is a wonderful small book called "Mind Set: The New Psychology of Success", by Carol Dweck Ph. D. Five critical points are listed and these we are encouraged to follow if we want a joyful and productive life;
Summary: The 21 Day Challenge

To live a joyful and productive life is a challenge and a work in progress. We should always be striving for self improvement. Here is a challenge for you to help you along that process. For the next 21 days do the following:

1. Write down 3 different things you are truly grateful for each day and share these 3 things with family and friends.
2. Take positive experiences and write them down in detail and share with others each day.
3. Do 15 minutes of exercise per day. You should try to vary your exercise routine each day between cardiovascular, muscular resistance and flexibility type exercises.
4. Two minutes of meditation. If you are not familiar with meditation all you have to do is close your eyes and breathe. Accept what comes into your mind during this time and let it go when it does.
5. Do a conscious act of kindness each day.
6. Deepen your social encounters with family, friends and business associates. Strive to surround yourself with those that make you feel joyful.

Change is difficult and it takes a conscious effort and perseverance to make lasting change in our lives. The 21 day challenge is an excellent way of introducing change. At first it will feel awkward, just like learning any new skill, but over time you will become accustomed to these new joyful and productive habits.

Try it, you have nothing to lose and joyfulfulness to gain. But remember, the process and outcome don't need to be perfect to make a difference.