

# Joy Reset Workbook

BOUNCE BACK FROM BURNOUT  
EVEN IF YOU DON'T KNOW  
WHERE TO BEGIN

**W***ELCOME BEAUTIFUL!* Are you ready to embark on a transformative joy reset journey and bounce back from burnout?

*This workbook is your personal guide to escaping the exhausting cycle of burnout and embracing a life filled with joy, vitality, radiant well-being and stepping into a brand-new Joy Glo™ season.*

*Through powerful exercises, reflective prompts, and actionable strategies, you'll uncover the secrets to reigniting your inner spark and reclaiming your zest for life.*

*It's time to shed the weight of stress and overwhelm, and step into a future where your joy and well-being are front and center. Let's begin this empowering journey together and reset the joy inside you!*

*Michelle*

## DISCLAIMER

The Joy Reset Workbook is designed as a resource to inspire personal growth, reflection, and a greater sense of joy in daily life. Please note the following important points:

1. **Not a Professional:** I am not a licensed therapist, counselor, or mental health professional. The content provided in this workbook is based on personal experiences, research, and general self-help principles.
2. **No Substitute for Professional Advice:** The information contained in this workbook is not intended to replace or substitute the advice of qualified professionals. If you are experiencing significant emotional or psychological challenges, please seek the help of a licensed mental health professional.
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6. **Consult a Professional:** For personalized advice always consult with a qualified professional who can provide guidance tailored to your specific needs. Thank you for understanding, and I hope this workbook serves as a valuable resource on your journey to greater joy and fulfillment.



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## ARE YOU LAST ON THE LIST?

Ahhhh... Joy! It can be a confusing term. Maybe even an embarrassing term. But it's really about putting yourself first and doing things that upgrade your quality of life so you can leave burnout behind.

When was the last time doing something *just for fun* made it to the top of your to do list?

If your answer is; a “long time ago” or “I can’t remember” or even “never,” you’re not alone. This is the exact things that can cause burnout.

From the time we were little girls, many of us were taught “*don’t be selfish*” and “*think of others first*.” As women, we may have learned these lessons a little too well.

Most of us spend some of our day taking care of others, completing our to-do list, fulfilling obligations, and doing what we “should” do.

I like to say that we are ‘*should-ing*’ all over ourselves and this is a major cause of burnout. Because of this, it appears that taking care of ourselves is last on the list – if it’s on the list at all, but it doesn’t have to be this way.

If you ignore your own needs long enough, you’re likely to become overwhelmed, drained, dissatisfied, exhausted, and maybe even resentful.

When you're not recharging your personal battery, it becomes increasingly difficult to give and be of service to others. Without a full recharge daily, you won't have the energy to be your best self. This Joy reset workbook is all about getting you out of stress and overwhelm.

Many women are walking around with depleted batteries. While they may be searching for purpose in their lives or how to make a difference in the world, one solution to leave burnout behind and entertain bliss is to start with self-care.

Only after recharging themselves are they fully ready to create a new reality to welcome more joy into their lives.

As a flight attendant, I begin every single flight with a safety demonstration that shows passengers how to put their oxygen mask on first and then help others in the unlikely event of an emergency.

What you may not realize is that during a flight attendant's annual training, we must put on OUR oxygen first masks before helping passengers during staged emergencies.

Failure to do so can cause us to fail and have repeat the emergency scenario. You see, we also have to take care ourselves first before we can take care of you on the plane.

This is because if there is a situation on the plane, you must be both present and conscious to assist and truly be of service to others around you.

So, take a page from my 36,000-mile-high office and take care of yourself first. The same principle applies to everyday life.

## **Don't Believe the Hype**

When someone told you that you'd never amount to anything, did you believe them? Or what about when someone told you that you were stupid or learning disabled or weird, did you blindly accept what they said? Do you still have limiting thoughts about yourself to this day?

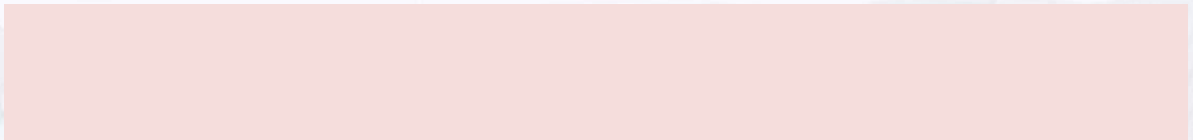
Unfortunately, you may not be aware of these underlying beliefs. It is possible to OVERCOME old messages and replace them with new, empowering messages. Here are three excellent ACTION STEPS to take:

- 1. *Romance yourself.*** Think about the last love affair you had or currently have. At the beginning you and your partner probably devoted a lot of time, attention and affection to each other, right? You felt passionate and swept away by the beauty of your partner and he probably felt the same way about you. One of the best ways to cultivate self-love is to enter into a similar process – with yourself!



**In this workbook, I've designed prompts to help you go reset your joy.** *You can enter your answers directly in this PDF workbook. This way, you can easily review or edit your answers. Be sure to save changes before exiting.*

### ***Brainstorm AT LEAST 1 THING YOU CAN DO To Romance Yourself***



- 2. *Treat yourself like a Goddess.*** Do things that make you feel happy. Hug yourself. Sweet-talk yourself. Buy yourself nice things (retail therapy) and spend quality time with yourself simply because you are worthy.
- 3. *Explore your B.S. (belief system).*** You may have old, limiting messages rattling around in your head but are still unsure about what exactly they are. In order to discover the BS (and this time I really mean BS) that is holding you back, you may need to go on an expedition.

The idea is to think back to an earlier time in your life and see if you can discover when and where your limiting beliefs got started. Then, challenge those beliefs. Are they still true? Were they ever true? Decide what you WANT to be true, and begin to



replace the old belief by focusing more on your new and improved beliefs. Begin exploring your existing beliefs by writing out answers to the following statements:

***My EARLIEST MEMORY of feeling stupid was***

***My mother or father (or both) ALWAYS MADE ME feel***

***My \_\_\_\_\_ thought I was \_\_\_\_\_ and MADE ME FEEL***

\_\_\_\_\_

Emphasize your good qualities!

When you have low self-esteem, you tend to keep focusing on the things that are “wrong with you,” and dismissing the things that you have going for you.

*LET ME MAKE THIS PERFECTLY CLEAR – YOU ARE DIVINELY PERFECT*

Start to turn this around by praising and encouraging yourself daily in your self-talk. When you accomplish something, congratulate yourself!

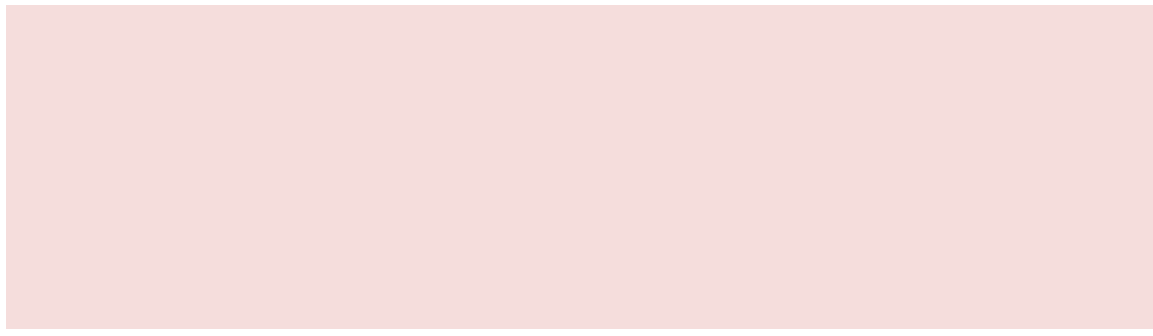
Say things like, *“I’m really proud of myself for doing that. It wasn’t easy, but I pushed through the rough spots and gave it my best shot.”*

You can also make a point of simply giving yourself a positive self-talk daily. Recite declarations like these: “I am a valuable person.”

“I’m talented and successful. I’m beautiful!” At first you may feel like a fraud, but the more you do it, the more you’ll eventually believe it!

## **You Have a Treasure Trove to Offer the World**

***Write some* DECLARATIONS OF YOUR OWN**



## SELF CARE IS SELF LOVE

If you want to be a more joyful person, a better wife or girlfriend, a great parent, a good sister, a great auntie, a good employee, manager or friend and want to do what you're called to do, **BEGIN. WITH. YOU.**

When you make choices that nourish and fulfill who you are, you'll naturally be more generous with your time, energy and resources.

And you'll be able to create a lifestyle you absolutely love. *This is self-love at its finest!*

If this idea makes sense to you, your next question might be “*what do I do to take care of myself?*” There are a lot of “**shoulds**” in the area of self-care– exercise daily, eat healthy, meditate, journal. Blah, blah, blah... Don't be a ‘should’-head 😊

All of these would be good for us, so the question often is “where to start?” I recommend a different approach to self-care.

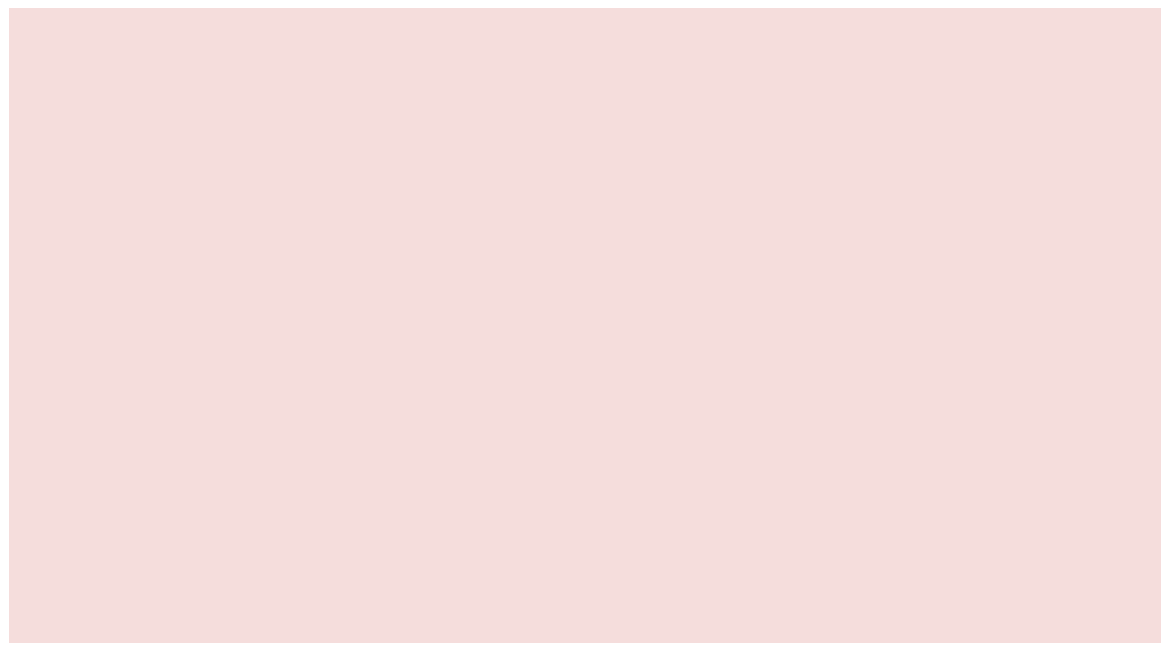
To get the most impact from your self-care time, do something that “lights you up;” choose an activity that energizes, delights, soothes or nurtures you.



These “lights on” activities can include getting a massage, singing karaoke, watching reality TV, reading trashy magazines, having dinner with friends, practicing yoga, taking a walk in nature.

Even scrolling social media for ideas to plan a vacation to a favorite place or a new destination can light you up. The list is endless and different for each person. What is it for you?

**TAKE A MOMENT** to *visualize some things you love to do*



Perhaps those things you never make time to enjoy. Get these ideas out of your head and onto a journal. Better yet, add some of these to the top – yes, the top – of your to-do list.

And then do some of them! Notice how your energy increases when you take a little bit of time to do something just for yourself, something that lights you up.

So go ahead- be selfish now and then. Put yourself at the top of your to-do list.

Healthy selfishness just may be the best thing you can do for yourself, the people around you, and the world.

***What LIGHTS YOU UP and energizes you?***

## A MIND IS A TERRIBLE THING TO NEGLECT

While the majority of women actively attempt to take care of their physical health by exercising and eating nutritious foods, most don't stop to think about the *other side* that completes a happy, healthy woman – their mental health. Here are some tips to nurture your mind:

### Let Your Inner Child Out

Can you remember how much simpler life was when you were a child? Go back to your childhood for a short while. Do something you used to enjoy doing.

This could be anything from rollerblading, lying on your back and finding shapes in the clouds, making a daisy chain or playing on a swing.

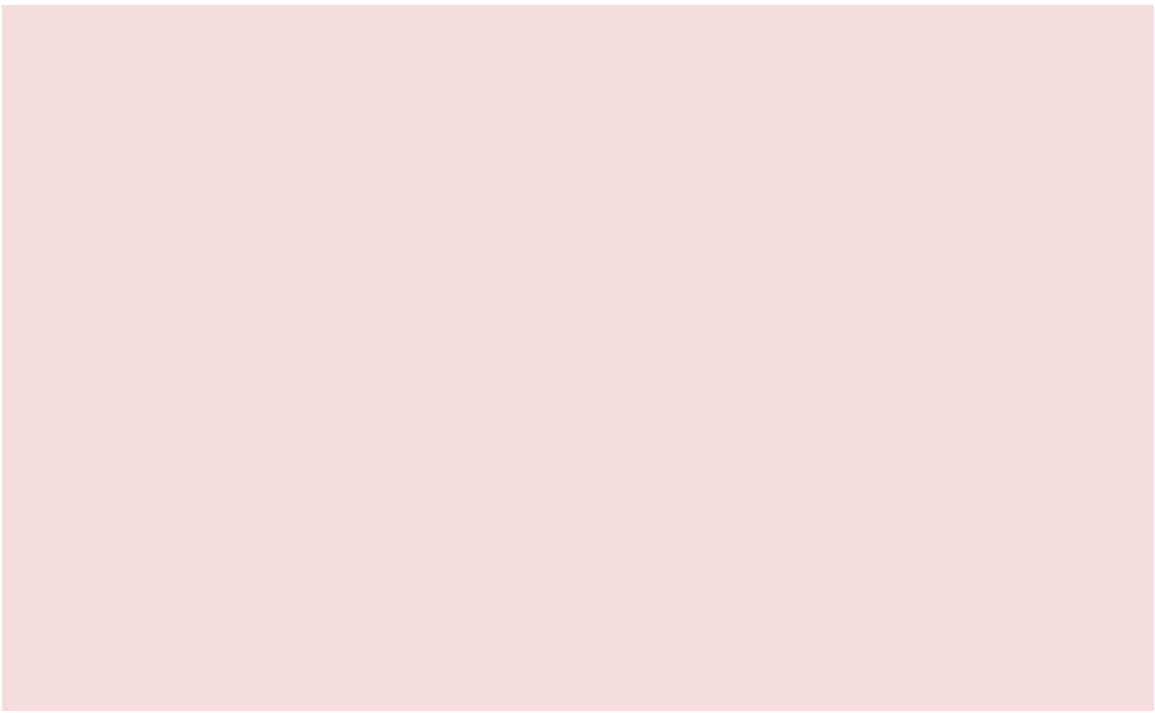
***What can you do to LET YOUR INNER CHILD out?***



We all have something that comforts us, something that makes us feel safe and secure. Take time out to comfort yourself every now and again.

This could be sitting in front of a fabulous roaring fire and watching the flames dance, relaxing in a hot bubble bath surrounded by candlelight, snuggling up in a favorite blanket or a particular scent that relaxes you.

***What can you do to COMFORT yourself? Enter how you feel about things you can do to reset your joy***



**RELAX IN FANTASY** – take time out of your world and go into another. This could be through reading a book, magazine or watching a movie. Or better yet, go into your own fantasy world, created exclusively by your own mind.

***What can you do to FANTASIZE and escape?***

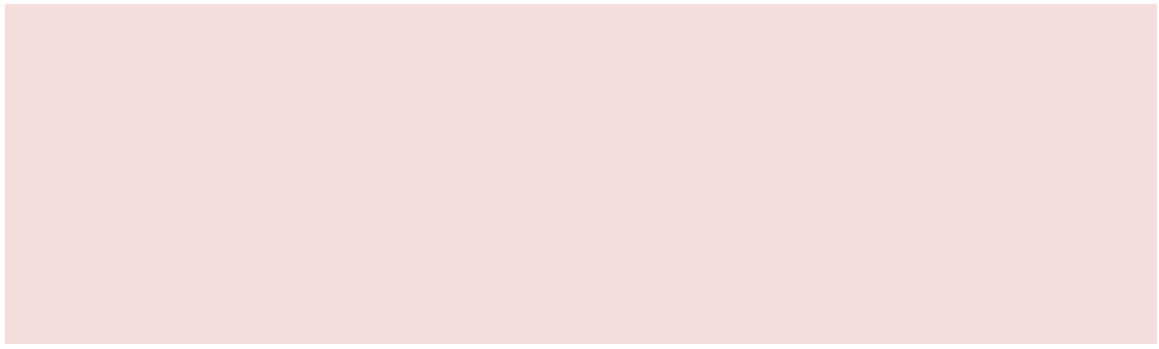
**TREAT YOURSELF TO A MENTAL HEALTH DAY** – indulge yourself with a day dedicated to doing whatever it is you enjoy doing. Don't do any work or even think or feel guilty about what you should be doing. Just make the day all about you. Don't 'should' over yourself today!

***What will you DO ON YOUR mental health day?***

REDISCOVER NATURE – reconnect with the world around you by taking a long walk through a park or hiking a scenic trail.

Notice the grass, the sky, or perhaps the water views if available. Take time and marvel at the weird and wonderful shapes Mother Nature constantly creates.

*Where can you go to RECONNECT WITH the world around you?*



These are just some ideas you can upgrade your life.

You will discover many other ways to take care of your mental health which ultimately leads to a happier and healthier you, overall.



## SELF-CARE TIPS

Taking good care of yourself means eating a healthy diet, getting exercise on a daily basis and learning to relax and take care of your mental health. It is only when our bodies and mind harmony that we can feel and be totally healthy and fit.

There are many ways that you can ensure you take good care of yourself which can enable you to live not only a healthier lifestyle, but also a much happier one.

- ✦ Learn to let your feelings out, a problem shared is a problem halved, so find someone you can trust and in your times of need lend their shoulder. At the very least get your feelings out by writing them down in a daily journal.
- ✦ Never put anyone above yourself, by comparing yourself to others you are frequently putting yourself down and this can lead to low self-esteem or feelings of envy.
- ✦ Carve out time each day to do something which you enjoy doing.

By taking a half-hour from your day and just devoting this time entirely to yourself, you are telling yourself that you are worthy.

When things are getting you down remember to always look for a silver lining no matter how bad it is.

Use whatever methods work best for you to help you relax more easily. There are a variety of methods you can use, including audios, eBooks, videos, exercise classes, meditation or yoga classes. In order to be joyful and healthy you have to be able to release stress before it builds up.

Don't allow anyone to put you on a pedestal; this will lead you to believe you have let someone down when things don't go right.

If your work is getting you down then ask yourself, are you in the right work? It is also important to remember that there are always some things that everyone dislikes about their job.

Remember to take short breaks throughout the day. During your workday, this could be something as simple as stretching your arms, legs and back and by taking a walk if possible.

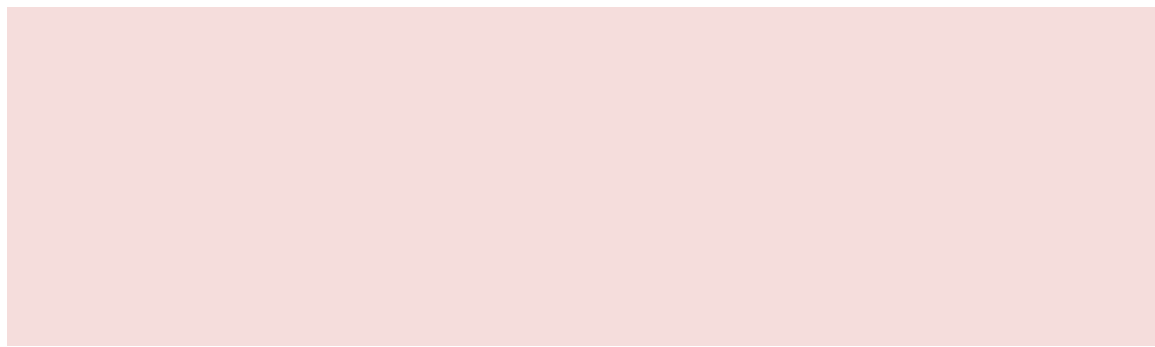
Practice developing a positive attitude towards everything in your life, if there is something you are not happy about, ask yourself what you need to do to change things.

Get some form of exercise every day. Exercise helps to ward off diseases, makes you feel better, sleep better and is a great form of stress relief.

Eat a sensible diet that includes plenty of fresh vegetables while cutting down on processed foods, white foods and sugar, especially high fructose corn syrup.

Keep a journal; this can benefit you in many ways by allowing you to get your thoughts and feelings out of your head. Plus, it's therapeutic to be able to physically write things done.

***Set goals that you look forward to achieving***



## DON'T SETTLE FOR MEDIOCRITY

True happiness in life may come by not settling for mediocrity. It is only when we push ourselves a little harder and give it all we've got can we then give ourselves a pat on the back for a job well done.

Happiness in life depends on self-discipline and not giving in at the first sign of trouble.

It may be challenging to push yourself that little bit further. You will be surprised at what you are capable of achieving.

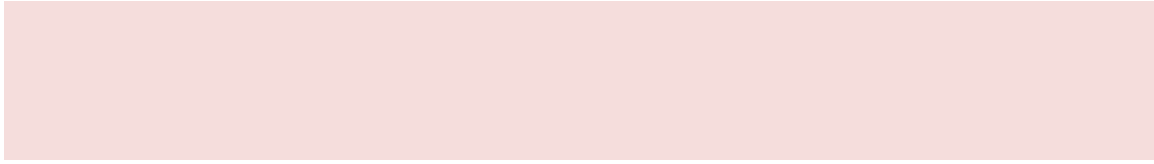
This is what separates the winners from the losers or the successful from the unsuccessful.

Many women want happiness but few are willing to actually push themselves out of their comfort zone in order to achieve their desires, and this can lead to disappointment.

The degree of happiness you experience depends on how you define happiness. Are you willing to define what makes you happy?



## *Think About the Things That Bring You TRUE HAPPINESS*



We all start out with the best of intentions when soaring towards our hearts' desires.  
We takeoff but may fall back at the first hurdle.

We may end up running out of fuel when the going gets tough and forget to pause to  
catch our second wind.

Instead, we hit a brick wall, consider giving up, or stumble on half-heartedly.

Those women who reach their goals know that with a little extra push and a pause to  
catch their breath, they will eventually reach their goals.

Of course, all those who are successful in reaching their goals don't just rely on  
pushing themselves.

All winners have a strategy and are willing to be flexible on their way to success  
because life has a way of throwing punches along the way.

We have to be able to adapt to these unexpected happenings when they occur and not get bogged down.

We have to take them in stride, skip around them and continue on. Never settle for anything less than giving it your all.

Here are some tips to help you remember to avoid settling for anything but your personal best no matter what the project is.

- ✦ It doesn't matter how big or small the project is; put your all into getting it completed
- ✦ If you think you have given it your best shot, pause and ask yourself "could I improve"
- ✦ Plan your project but always be willing to make changes and work your way around the unexpected
- ✦ It's OK to pause but get back on track and carry on until you make it

## THERE'S A RUT IN ROUTINE

Do you sometimes feel stuck in life? Has the world suddenly seemed to have closed in around you? Perhaps you are doing the same thing day in and day out?

If this sounds like your life then you are probably stuck in a rut. It happens to the best of us at times.

Ruts have a way of dragging you down and making you feel depressed. For many women, our daily life is governed by some form of routine which we can't avoid.

For example, going to work, taking the kids or grandkids to school each morning, making dinner and the list goes on and on.

This is simply living life. Routine can sometimes act like a safety barrier; we get comfortable with our lives and feel secure, so why change?

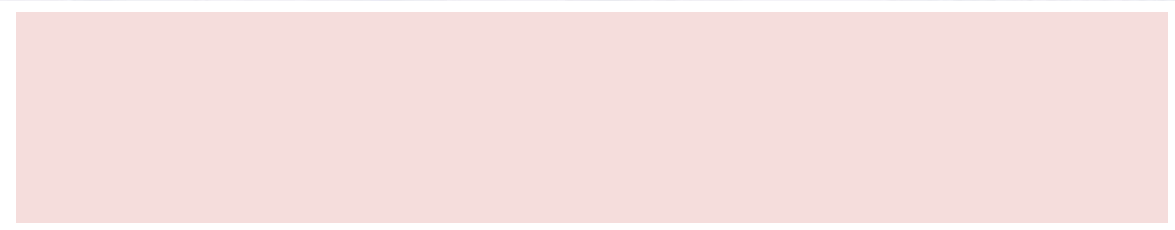
Well, sometimes routines leave us with a feeling of hopelessness and can cause problems in relationships, at work and in daily life.

Unfortunately, we gradually become unhappy and resentful. This is when a change is needed; this is the time to dig yourself out of a rut and start enjoying life again.

Here are some tips to help you regain control over your life and get out of a rut.

- ✦ Do at least one thing every day that is different to your normal routine, this could be something as simple as taking a short break and going for a walk, sitting down to read a chapter of a book or any other hobby or pastime you once enjoyed.

*What is one thing that you can do THAT IS DIFFERENT This Week?*



- ✦ Take up a new hobby, make sure that you give yourself some times throughout the day to just enjoy something you like doing.
- ✦ Shake up meal times by preparing something different. You can try new recipes or order different take-out foods from different cultures.
- ✦ Get out and meet new people. There are many ways you can achieve this. You can join a gym or start a book club or take a hobby class.



- ✦ Drive a different way to work or if possible, walk or start bicycling, not only will this break the rut you are in but also get you fitter.
- ✦ Take up a new sport; there are many types of sports, both individual and team driven that you may enjoy. Plus, it will be a cheap insurance policy to stay healthy.
- ✦ Do something each day that is totally out of character for you. Start off with small changes and work your way up to bigger ones.
- ✦ If you are at home with children or caregiving, then change your routine throughout the day, don't always do the same chore at the same time, shake up the way you do your tasks.
- ✦ Make small changes around the home or work area. De-clutter your home or work area; it is surprising how being surrounded by clutter can get you down.

*Think of some other ideas* **YOU CAN DO TO SHAKE THINGS UP**



## RECOVERING FROM A BAD DAY

Whenever you have a bad day for whatever reason, what you need to do is THINK. Think hard, but not about the misery or the misfortune that has hit you.

You may feel, of course, the situation or experiences may haunt you and sink into depression and mental stress.

A bad day can drain your emotions of their usual energy, kill your enthusiasm for life and spoil everything that you hold dear in life.

In short, your negative thoughts may make your bad day seem worse than it actually is. Undoubtedly, that will be the case if you surrender yourself to the consequences, not otherwise.

### Take Control and Devise Ways to Beat the Blues

Since negative thoughts and emotions tend to overwhelm you on a bad day, you must think of strategies that negate them.

Read a book you've been wanting to, watch a funny movie or do something that distances you from the bad day you've had.

Remember the past events and times that enriched your life previously. Revel in the happy experiences that lifted your spirits and the friends and relatives who brought cheer and laughter into your life.

Think of the good things in your life and be grateful for those fortunate times. When you revisit those times and appreciate them, this one bad day or a small bunch of bad days will pale in significance.

Don't wallow in your bad mood because that is a guaranteed way of sinking into a downward spiral. A bad day will not become a good day by stewing over it.

Remember that a bad day is just ONE. PASSING. DAY. It might have left a few scars on your mind but it's important to remember that the pain is temporary.

### *This Too Shall Pass*

Time is a great healer. Today, just ignore the negative aspects of the day. Instead, look at the positive side of the bad incident that spoiled your day.


Are there any lessons in it for your future?

One simple formula that will help during bad days is the fact that your sadness gets divided and your pleasures get multiplied when you share them with your close friends or confidantes.



Any or all of these easy-to-adopt measures will be helpful in providing relief to you on a bad day.

***What are some things you can DO WHEN YOU HAVE A BAD DAY?***



## DEALING WITH DISAPPOINTMENT

No matter how hard we try and how positive we want to remain about situations, we all end up having to deal with disappointments.

We plan and we set goals but invariably, even though we give it our best shot, things don't turn out as expected and disappointment sets in.

Disappointment in itself is not particularly a bad thing; it's how we choose to deal with it that can make all the difference.

If we simply choose to accept unwanted outcomes and allow disappointment to wash over us and quickly go away, we don't suffer adverse consequences.

It is only when we allow the disappointment to linger and we dote on it that negativity and bad feelings can stay with us.

Some disappointment in life can be *GOOD* for us because it allows us to grow, develop and practice positive thinking.

Going through disappointment and coming out the other side still wearing a smile makes us realize that no matter what life throws our way, we can overcome it.

Here are some tactics to help you deal with and overcome disappointment when it rears its ugly head.

- ✦ Realize that grief, stress, anxiety, fear, pain and suffering are just a part of life that we ALL have to go through, it's how we deal with it and come out the other side that matters.
- ✦ If family members or loved ones are causing you disappointment, remember that no one is immune, you cannot always live up to the expectations of others to be perfect.
- ✦ When disappointment visits, instead of looking at it as though it is a bad thing, welcome it and think of it as a test or challenge.
- ✦ When things go wrong analyze the situation, see what you can learn from it and then LET. IT. GO.
- ✦ If you are constantly running into a brick wall when trying to reach long term goals, remember there cannot be failure unless you give up, so keep trying until you get there.

- ✦ If you run into a dead end, turn around and go another way. By staying flexible you are able to reach your goal no matter what.
- ✦ Don't accept anything more from life than what you are willing to put in, if you don't expect anything more, you won't be disappointed.
- ✦ If you are having a particularly bad time overcoming disappointment it can help to talk about it, by talking about it and letting it out you realize that you are not alone when it comes to suffering disappointment.
- ✦ Patience can really be a blessing when it comes to dealing with disappointment, just simply let the feelings pass over you and disappear and get back on the right track.
- ✦ Don't be conned by foolish and unreasonable expectations about life, if you are constantly looking for perfection then you will be absolutely disappointed.



## ANGER AND JOY

Virtually everyone is prone to displays of anger. The degree of frequency and level of intensity of the emotion are what vary most and most often result in how well a person handles the anger and whether there are positive or negative results.

A key element for those who successfully manage anger is gaining control. And in order to gain control over the emotion, it helps to first take a look at anger itself, what it is and how to deal with it effectively.

Anger is an emotion. It can be triggered by a variety of things, issues, people, places, etc.

Some of the top triggers are jealousy, comparison, confrontations, failure, greed, fear, low self-esteem, assertiveness, feeling threatened and pain and the list goes on and on.

When We Get Angry, The Negative Emotion Can Actually Harm Our Physical and Emotional Well-Being

Our heart rate increases, stress levels rise, and often a fight or flight reaction is the immediate response, neither one always presenting a healthy alternative.

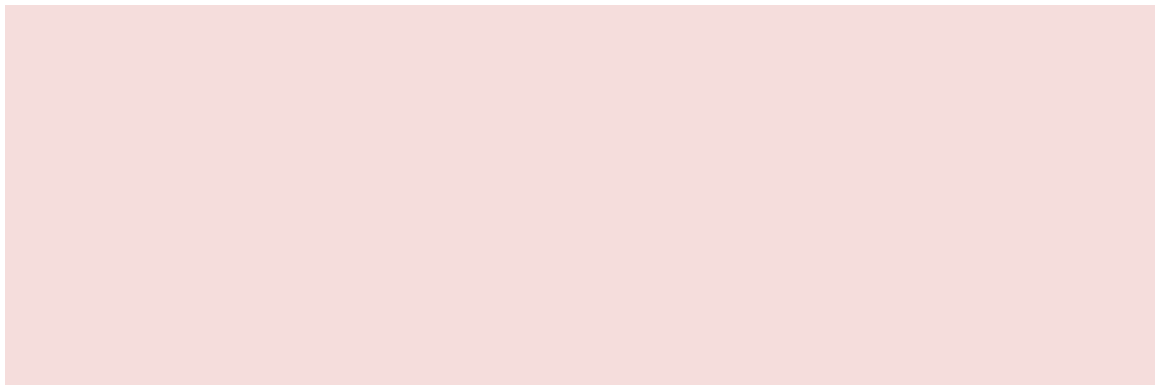
What softens anger best is to be prepared in advance. You will see a pattern of triggers.

Know when they are about to happen and if possible, avoid them. There are a variety of coping skills in order to deal with what is necessary.

To help, consider keeping a private journal to note any anger triggers, ways to possibly avoid confrontations down the road and possible coping techniques to try.

You can use the following triggers, coping techniques and helpful tips as a good starting point.

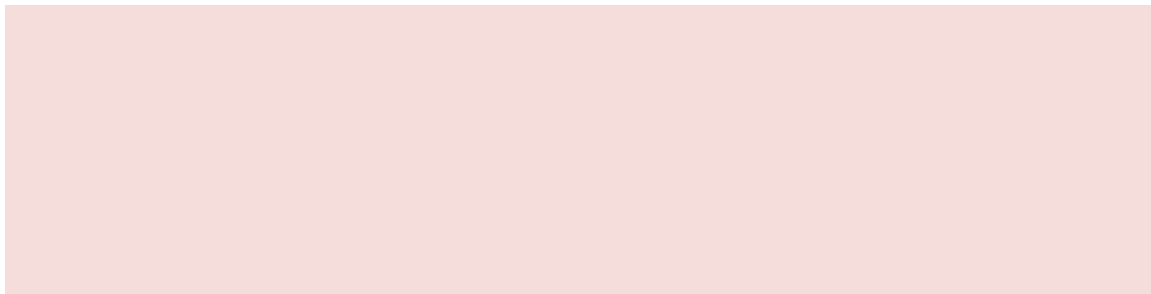
***When you're calm, MAKE A LIST OF THINGS, PEOPLE, PLACES, EVENTS, ETC. THAT TEND to trip your trigger***



## Some Common Triggers

- ✦ Calling businesses and getting automated menus to choose from that run you in circles, accomplishing nothing productive
- ✦ Handling angry customer service calls
- ✦ Going to visit in-laws/relatives during the holidays
- ✦ Heavy traffic commuting to work
- ✦ Losing money in the stock market
- ✦ Relatives 'abusing' your kindness
- ✦ Inept bosses or lazy co-workers

***List ways to deal with anger when you're in a positive frame of mind and are in a good mood, to spark better creativity***



## Anger Aids

Cool off with cold water – Yup! As simplistic as this sounds, something cool and soothing can often help take the heat off the moment and begin cooling your entire body down.

Take a hike or walk – Taking a step back, away from it all, can do wonders to give you a more world-view of the situation.

Being in the center of issues can make them seem larger than they really are, making the proverbial mountains out of molehills.

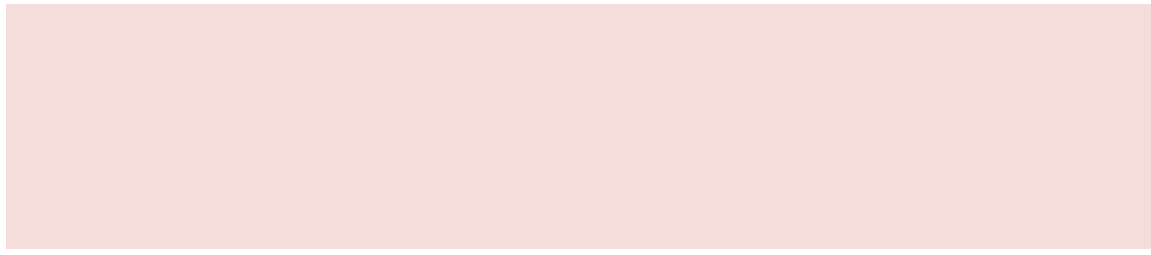
Dance – ‘Get your groove on’. Let it all out through your own expression. Dance to the beat of the music of your choice.

Write it out. Journal and create a column of ‘lemons’ along with another column for ‘solutions’ to make “LEMONADE” -- Thanks Queen Bee.

Use the avoid/alter technique in advance. An example of this would be to take a different route during rush hour or alter your schedule to avoid unnecessary frustration.

Through creative planning, you can prepare yourself in advance. Plan and conquer, and tweak the process on a regular basis.

## ***BRAINSTORM some IDEAS that you can help manage anger***



### **Seven Anger Management Tips**

1. When you feel anger beginning to build up inside of you, let your whole-body droop and relax to the best of your ability while beginning to breathe from your diaphragm. Breathing this way helps to calm both the body and mind which leads to letting go of anger before it takes hold of you.
2. Ask yourself if being angry and working yourself into a frenzy is going to change the situation. For example, if someone cuts in front of you, is it really going to change anything if you curse and blow your horn? Is it worth stressing yourself out?
3. Visualize a stress- free zone in your mind. This should be a place where you feel totally relaxed and calm and a place which only you know about where you can



quickly go to when you feel anger building up inside you. It can be a totally imaginary place or one that you have visited before where you feel totally relaxed and at ease.

4. When you feel anger beginning to build up due to someone else's actions, think of yourself doing exactly the same thing as they did. Would you be angry with yourself if you were the one doing it?

5. Realize that it's you and you alone that is permitting anger to build up inside of you. While it may have been caused by someone else, you chose to let it bother you and to get angry.

6. Counting to ten really can help to diffuse anger, by concentrating on counting, you are forgetting what happened and are consciously letting anger go bye-bye.

7. Repeat a declaration or mantra to yourself whenever you feel anger growing. For example, tell yourself to "take it easy", "I feel calm and relaxed", "anger isn't going to get me anywhere" or "let it go".

These declarations can help to diffuse your anger and get you back on the right track to thinking in a more positive and calming way.

## WHAT DOES JOY MEAN?

Do you feel there is something missing from your life? That perhaps the world is against you or that other people seem to smile, laugh and be a lot more joyful and contented in life than you are?

Have you ever stopped to wonder why this might be? Is there anything you can do about it?

Let's consider what joyfulness actually is.

Joy, happiness and contentment in life differs for all of us, what makes one person joyous doesn't necessarily bring contentment to another.

Very often we are unaware that we are joyful but we just don't realize it.

The hustle and bustle of life can completely overtake all else and leaves us little time to enjoy the things that make us smile and enjoy life to the fullest.

If you pause and think about what actually makes you joyful and a feeling of contentment, you might actually find you have those things already around you but you just didn't realize it.

However, there are times when we can get into a slump and hope for conditions we feel will bring us peace of mind and contentment.

If this is the case, then you have to figure out what changes you need to make to bring happiness into your life. In most cases, it is the small things which bring happiness.

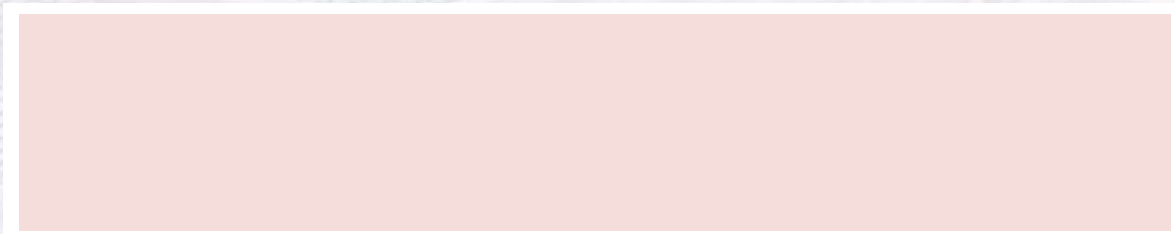
Your joy, happiness and contentment depend entirely on you, no one else can give it you, it is something inside you that you have to find and work towards.

You can either decide to get out of a rut or to take positive action and make changes in order to pursue happiness.

In order to understand what joy personally means to you, the first step you should take is looking at your emotions.

Ask yourself these questions:

***IF I COULD BE ENJOYING something in my life, what would it be?***



## *What makes me FEEL CONTENTED in my life right now?*

Once you understand what your vision of joy and contentment is, you can build on what you have now or focus on changing your life to what you would like it to be.

The important thing to remember is to examine your feelings using the answers you give to your questions. Examine them honestly and concentrate on the good or bad feelings that you get from the results. There is no magic spell or potion that can bring you contentment and joyfulness.

It is something that is already right there inside of you, you just have to realize what it is and develop and bring it out.

Happiness can be found in family life, work, relationships, nature or a pet, to name just a few, in fact it can be found in anything and any situation.



## HOW TO MAKE EVERY DAY AMAZING

The concept around self-love is about taking care of yourself so you can be an inspiration to those around you and as well as enjoying life in the process.

Take time to notice the little things in life that happen around us.

Today's world is filled with hustle culture. People are rushing here there and everywhere without a minute to spare. It's all about being on your grind.

Perhaps it's all the advancements in technology such as smartphones, tablets, computers, video games, Netflix, Prime, YouTube TV, Hulu and the like that have made us forget all about enjoying the simple things in life.

These can be just sitting and shooting the breeze, sharing a family meal around the table or going for a walk alone or with a friend or two.

In order to fully enjoy every moment of every day it is essential we slow down occasionally and learn to relax a little.

This is a good time to think about ourselves, what we want out of life, what we enjoy doing, what makes us happy and puts a smile on our face.



## Forgive Yourself

If at the end of your day you find you didn't accomplish all that you set out to do, then forgive yourself and say to yourself "*I did the best I possibly could and made the most of today, tomorrow is a brand-new day*".

Don't beat yourself up about minor things you didn't accomplish and worry about it. As Scarlett O'Hara said in *Gone with The Wind*, 'after all, tomorrow is another day'.

## Doing Chores

We all have chores that must be done on a daily basis. Do them in order of importance and don't let them pile up. Why not sing or dance along as you do them?

Take pleasure in doing mundane chores and turn them into an enjoyable experience instead of moaning and grumbling about having to do them.

## Take Regular Breaks

Whether you are at home or work, give yourself a break once in a while, even if it's only for five minutes. Learn a quick relaxation technique and unwind if you are beginning to feel tense.

If at work then get up and stretch your legs or grab a beverage and say hello with a smile to everyone you pass on your way.

## All About You

Make it a point to set some time aside and make it *all about you*.

Do what you want to do, this could be reading, taking a bubble bath, meditating, workout out or basically anything which you really enjoy doing and which makes you feel good and puts a smile on your face.

Cultivating a positive attitude towards life even when things aren't particularly going the way you want it to.

Look for the silver lining in situations and what you can learn from it.

## DON'T HOLD ONTO GRUDGES

Perhaps you've heard the phrase, *you can be right or you can be happy*. This absolutely applies when it comes to holding grudges. When we hold onto grudges, we are reliving the past and this stops us from moving forward.

It prevents us from achieving what we are capable of achieving out of life and encourages resentment, unhappiness and fear instead of being happy.

Forgiveness is the magic key to unlocking happiness. True forgiveness is when you can release your negative feelings towards someone completely. You have to let the grudge go not only through words of acceptance but also feel it in your heart and soul.

***Who do you need to forgive FOR YOURSELF?***

Forgiving is a difficult thing to do. Our ego causes us to hold a grudge and tells us not to let it go. Similar to things that block joy in our life, negativity again plays a huge part.

By letting negativity affect our lives, we are unknowingly opening up the door and allowing bitterness and deep resentment. These manifest deep within us and can impact our health negatively.

Holding onto a grudge causes ulcers, stress and general poor health so it is super essential we learn to let go of resentment.

A huge amount of negativity in our lives is all about how we think. Forgiveness is all about letting go recurring negative thoughts and patterns and developing new ones.

## **Let It Go**

Developing the ability to let go is a process and it takes time. The key to truly forgiving is first being able to release your hurt and anger that person has caused you.

Without letting go of these feelings; true forgiveness is next to impossible. If you try to forgive without releasing these feelings then the hurt and anger you feel will only continue to worsen.

A great way of releasing your feelings is to look directly at them and dissect them in detail. You begin the healing processing by admitting what it is that has hurt you and why it hurt you.

***List your FEELINGS ABOUT the hurt you've experienced***



Now, look at your feelings in a different light and gradually allow yourself to forgive and let go. Forgiveness has to come from deep within you, there is no outside force which keeps a grudge building up.

The feelings of forgiveness can only be generated from within yourself. Only you can take responsibility and forgive and let go and move on in a more peaceful and happy life.



## CHANGE FOR GOOD

We all have habits that are less than desirable. Making over a bad habit and turning it into a more positive one is hard work, but is well worth the effort. Habits can determine the quality of our lives to an extent and usually affect the way we feel and think.

Bad habits affect our self-esteem and lead to negativity while good habits lead to a feeling of achievement, accomplishment, positive thinking and cultivate the art of self-love.

So, what is the key to successfully breaking bad habits and replacing them with ones that are more positive? The first is awareness of how you can change your bad habits into more positive ones.

### Make A List

Make a list of all the reasons why you want to stop your habit, really give it some thought. Think about habits you do on a daily basis that don't really upgrade your lifestyle.

These can be things such as always being late, biting your nails, drinking too much coffee, always saying yes to others and putting yourself last.

***List 3 bad habits YOU PICKED up along the way***

1.

2.

3.

***List 3 reasons FOR GIVING UP this bad habit***

1.

2.

3.

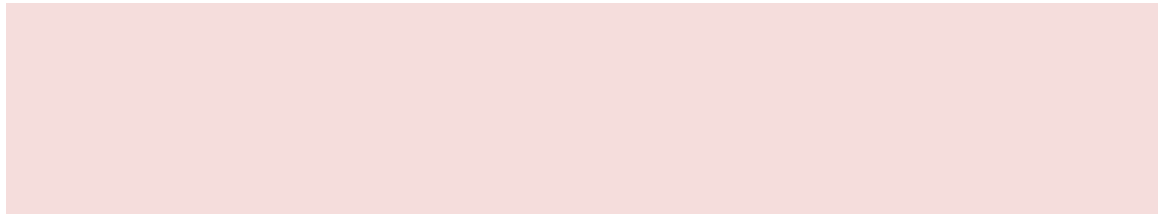
For example, if smoking is your habit and you wish to give up then you could put down things like its costs me X amount of money every year, it makes my clothes, hair and breath smell.

It makes the whole house smell. By listing as many reasons as you can as to why you want to give up it will allow you to see in black and white what it is that you don't like about your habit and why you should give it up.

## Analyze Yourself

Ask yourself what it is that you are getting out of your habit, are you really getting what you want from it? Do you really enjoy it? Or is the habit exactly that, just a habit that you have done for so long that you would feel uncomfortable without doing it?

***List your thoughts on how your habit affects YOUR LIFE***



Stop and think what you could do to replace your habit that would be more positive, for example you could take up a hobby, workout, read, go for a walk, do chores around the home or take up an adult education class.

All of these can help you to take your mind off and break your habit.

## List **POSITIVE THINGS** *You Could Swap Your Habit For*

### Visualize

Visualize how you would feel and the changes there would be if you broke your habit, for example if you are a smoker and wish to quit then picture the differences it would make if you did quit and replaced smoking with say working out.

Picture yourself being able to breathe easier, your taste buds improving, your clothes, hair and home smelling fresher and cleaner and what you could buy from the money you saved.

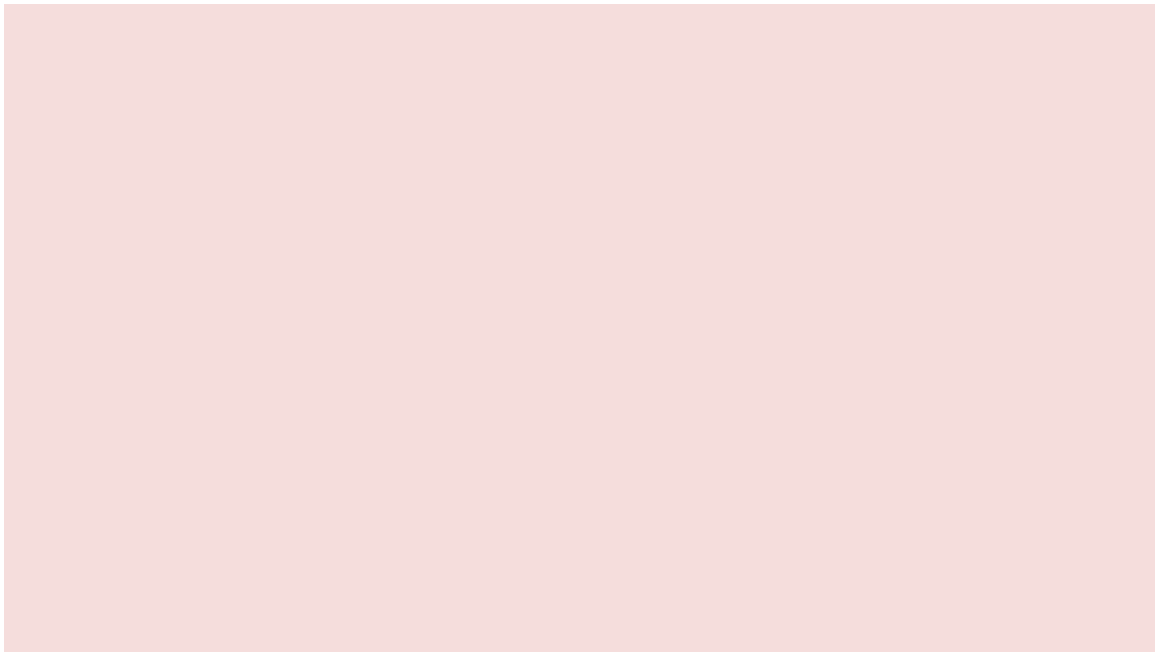
### *Visualize how the changes would **AFFECT YOUR life***

## Take One Day at A Time

Always take it *one day at a time* when working to break a habit.

Choose a day to give up your habit and stick with it no matter what comes up, keeping a journal can also help you to deal with kicking your habits and is helpful to get your thoughts and feelings out at the most frustrating times.

***Brainstorm how you can replace bad habits with good habits. Begin by writing an encouraging note yourself below***





## TURNING CHANGE INTO CHOICE

Change is something that happens in our lives naturally, whether we like it or not. Day turns into night. We grow older, we buy houses, change homes, lifestyles, jobs and more. Some of us don't handle change as well as others.

You see others happy to be changing careers, relationships or moving to another home. And, you may wonder why they are so happy.

What is it that is so *exciting* about change? And why does it seem that only you fear change?

Unfortunately, fear can be a paralyzing emotion and feeling. It can make us afraid to do anything and we simply stand still. Fear is also an in-law to burnout.

The biggest fear of all humans is the *fear of the unknown*.

When we can't predict the outcome, we usually become afraid. Most of the time, with any type of change *we can't predict the outcome*.

That can be scary. However, one of the things in life that will definitely happen is change.

## How To Handle Change Better

Don't be “skurddd”!

There is a way to handle change so that it's not so scary.

In fact, the reality is, change is not so much about handling something new and different as it is about making the new and different things a choice – your choice, owning them as your own.

And the best way to conquer your fear of these new things or changes is by taking control, having a positive mindset and taking charge in a manner that acknowledges your choice to change.

Make this a conscious decision – take ownership.

### Planning For Change


Let's say you need to make a career change. PLAN. WHEN. POSSIBLE. How many interviews will you do a day? How will you obtain those interviews?

Will you be switching to a different career or stay in the same type of career? What do you want to do? Where do you see yourself in six months?

Answer these questions in a notebook or use the [notes section at the end of this workbook here](#). Outline what you plan on doing. By doing this, most of the unknown

will be **known!** You have chosen to take ownership of your change and you are in control.

*Write out what you plan on doing*



Don't stop after you make your career change. Set long term and short-term goals for yourself. The best way to conquer a fear is to face it and do it often.

Courage is doing something even if you are afraid. The fear may never go away, but you can still do the thing scared. If you do this on a regular basis, you will soon wonder what made you so nervous.

Make change your choice! And get help regularly from the pros by checking online books, audio recordings, videos and other helpful information.

Doing so will inspire and motivate you to learn how successful people have accepted and taken charge of their lives.

## MOVING AWAY FROM BURNOUT

Sometimes life has the habit of knocking us upside down, perhaps through no fault of our own. Things get tough and we have periods where we are emotionally broken.

This could be the death of a loved one, a breakup of a relationship or a diagnosis of sickness or an endless amount of events. We have two options to dealing with what life throws our way.

One option is to give up, go into depression or to simply accept whatever happens in life. The second option is to be resilient, embrace the chaos, and look for ways to move forward with our lives.

### Bereavement

Bereavement eventually affects everyone. Sometimes it comes cruelly and strikes the young while others have the privilege of a long life.

Whenever we lose loved ones, it is heartbreaking for those left behind. Grieving will of course vary from person to person and there isn't any set limit on the amount of time which we should or shouldn't grieve.



There are also many stages to grieving starting with shock, numbness, fear and unsettlement being just a few of the many feelings which can flow through a person during this time.

Grieving however is a normal occurrence and an important one if we are to get over this time and eventually move on with life.

It is normal to be sad and you shouldn't try to hide any feelings or thoughts during this time. Having someone you can turn to such as a family member or friend can help greatly during your greatest time of need.

If you are lucky enough to have someone like this then it is essential that you take them up on their offer of being there for you.

## Illness

Coping with a chronic, severe or life-threatening illness can be devastating; it can bring a whole range of emotional problems along with physical disabilities.

Finding that we or someone we love very much has a life threatening or severe illness is devastating and brings feelings of fear, uncertainty and even denial before true acceptance.



Denial to a degree is not necessarily a bad thing. If denial is used in a positive way, it can help to overcome problems to some degree and enable you to get back on track. However total denial and not accepting at all is something entirely different and if this is the case then you might need to seek professional help.

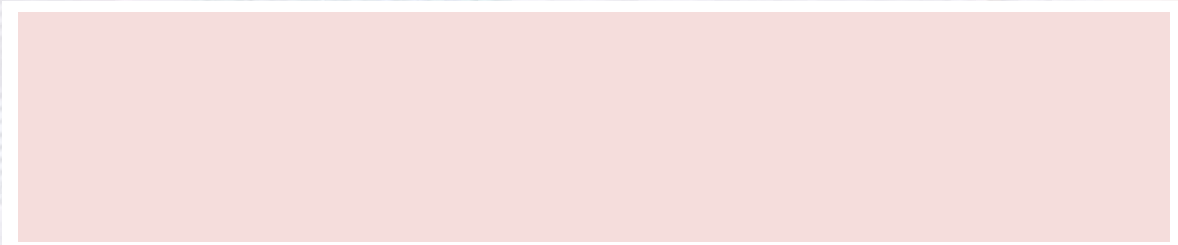
## Break-Ups

The break-up of ANY relationship can be traumatic particularly if you have been together for many years and/or there are children involved in the relationship.

Again, fear plays a big part, fear of what the future will bring, how you will cope, feelings of betrayal and desertion all play an important role.

Time usually plays a crucial factor in healing after a breakup and grieving to an extent over what is essentially a loss. It helps to get your thoughts and feelings out so you can move forward and take the next steps into a new chapter.

***Write down your observations from this chapter***



## WRAPPING IT UP

When it comes to resetting your joy and moving away from burnout, your OUTLOOK is everything! In fact, it could even be said that whatever you focus on the most, you tend to bring into your life, whether by choice or circumstance. A negative outlook will not only make you miserable, but everyone around you too!

A positive outlook, on the other hand, turns you into a person that everyone wants to be with; a person that constantly experiences great things, and a person who loves their life!

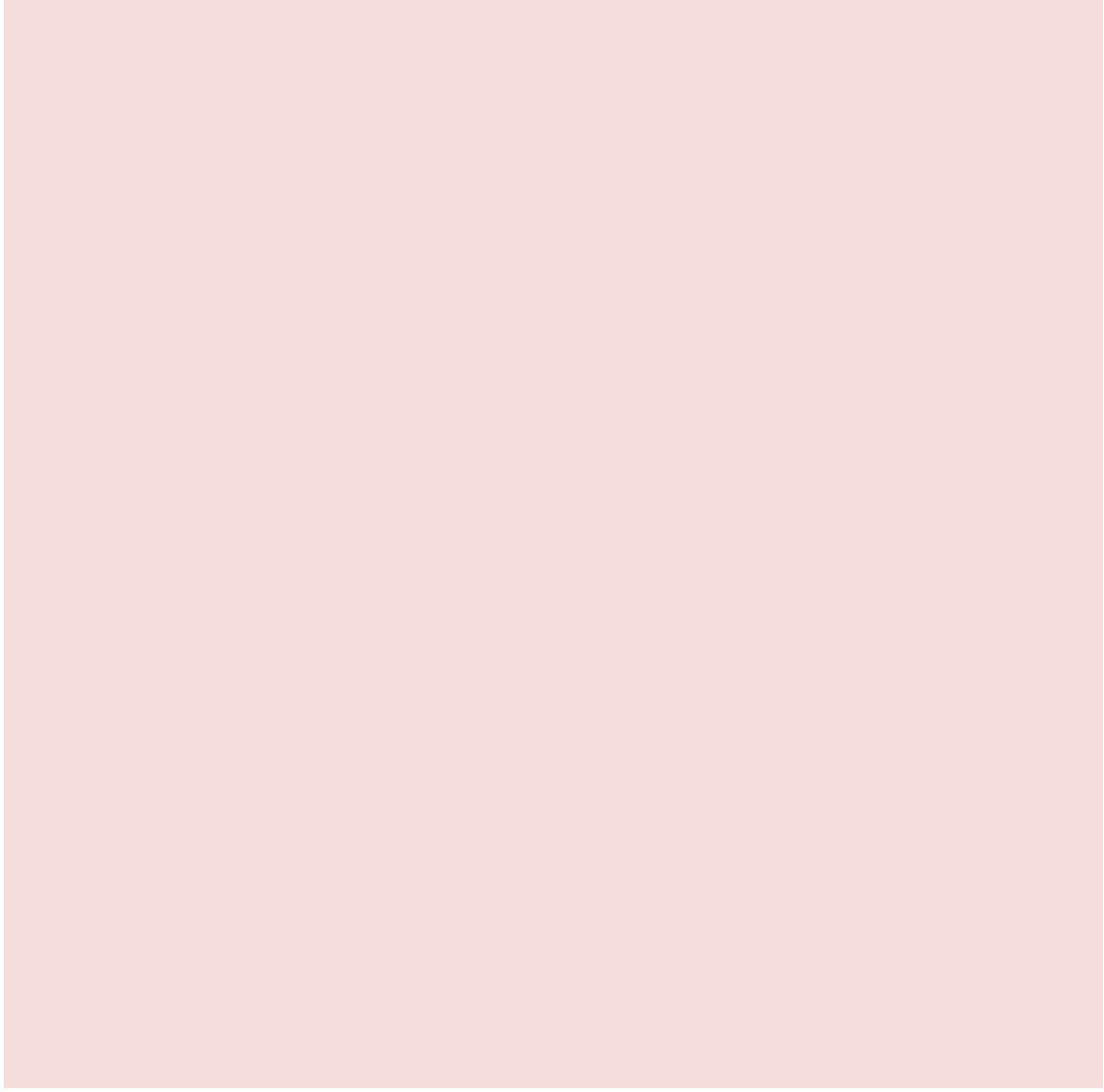
It's easy to get into the habit of seeing doom and gloom in every situation, but doing so keeps you focused on the negative and blocks your bliss! Realize that you are a work in progress; and fabulous. And while you continue to love yourself, build others up. *Make an effort to encourage, support and compliment the people you encounter each day.*

That goes for people you know as well as strangers you meet in your daily travels. The more you focus on emphasizing the positive in others, the more joyful you're going to be. All my best!

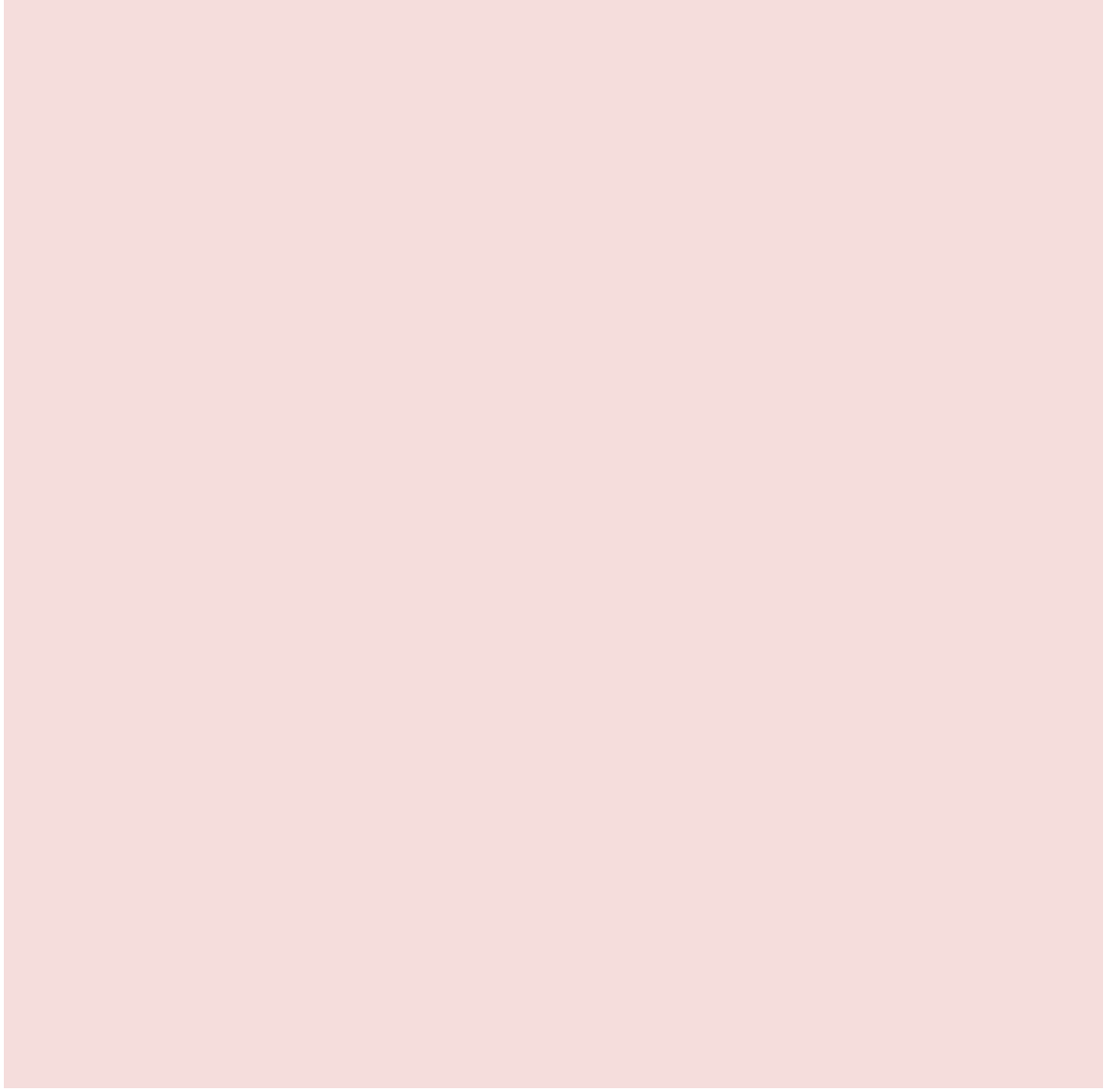
## ENTER YOUR NOTES



## MORE NOTES

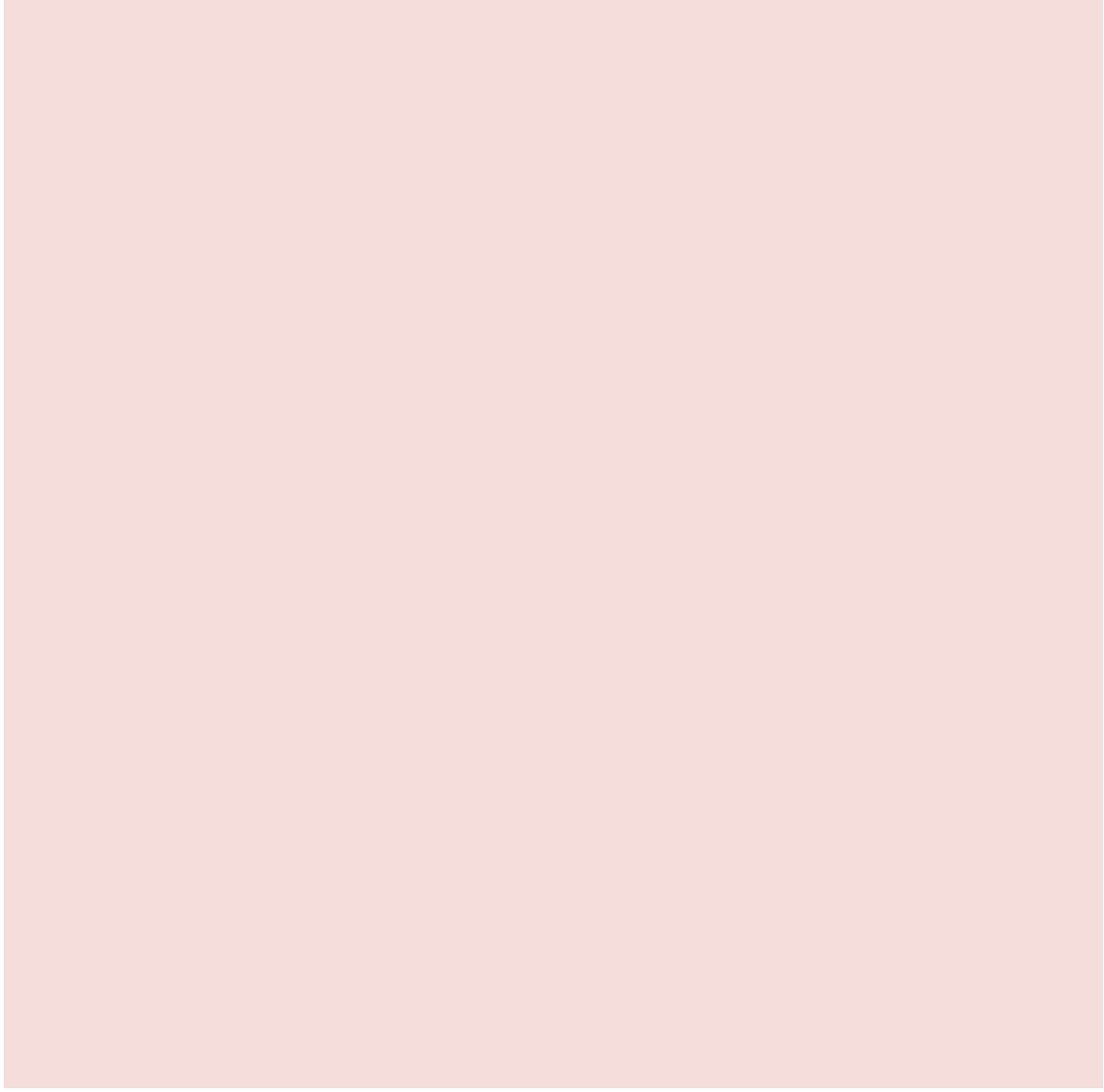


## MORE NOTES





## MORE NOTES



## MORE NOTES

