



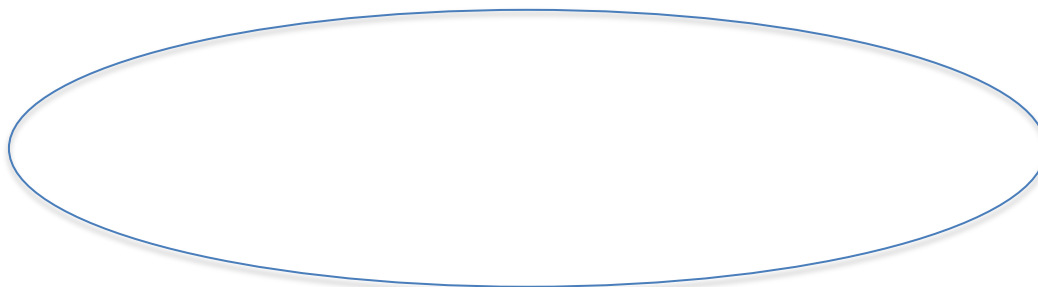
Me, We, and Glee: *How to have a great attitude, work as a team, and keep your sense of humor.*

Presented by Nick Arnette

Section 1-Attitude



Add some dots in the oval for anything that's stressing you out, or bugging you.



Who's in Charge Here?



- The first 10 minutes of your day sets up your attitude for the day.
- Learn to operate in the Active mode vs. the Reactive mode.

Attitude Check



- Our Thoughts control how we feel.
- Feelings determine your Attitude
- Attitude determines your Behavior
- Behavior determines your Character
- You can't control what happens to you, but you can control how you _____ to it.
- Don't be afraid to fail. FAIL is: First Attempt In Learning. We often learn more from our failures than our successes.
- How life seems to work: We're going through something We just got through something. We're about ready to go through something.
- We are being tested every day, in one way or another

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- When someone or something upsets you, ask yourself four questions?
 1. What part of this problem can I do **nothing** about?
 2. What part of this can I do **something** about?
 3. How can I keep these negative thoughts going and get myself even more upset?
 4. At this point in time, what are **my** **options**?



- **73%** of our self-talk is negative.
- Happiness is highly **overrated**. You can't always be happy.
- Joy is an **internal** sense of well-being.
- Have an attitude of **gratitude**. Benefits include: Boosts immune system, improves mental health, improved relationships, and increased optimism.
- A few ways to have more joy:
 - Volunteering, exercise, family time, learning new things, taking up new hobbies, expanding skills, cooking, completing tasks, etc.



- Be open to **change** it's one thing you can always count on!
 - Five stages of change:
 - 1) **Shock** & **Disbelief**
 - 2) **Anger**
 - 3) **Bargaining**
 - 4) **Depression**
 - 5) **Acceptance**



- There is no **growth** without change. There is no change without **loss**. There is no loss without **grief**. There is no grief without **pain**.

Section II- Communication



Some Basics About Communication

- 1) Maintain **eye** contact. What we take in can be as much as **60%**- **90%** visually.
- 2) Repeat in your mind what the **other** person is saying.
- 3) Be sure the other person is finished **talking**. Interrupting says, "Shut up and listen to me. What you're saying is not **important**."
- 4) Feedback- "What I heard you say was....." or, "I want to be **sure** I heard you correctly."
- 5) If you think you may be interrupting, say "Were you finished with your thought?"
- 6) **SILENT** and **listen** contain the same letters.
- 7) Be alert for non-verbal messages (body language, tone of voice etc.)
- 8) Talk **face** -to- **face** as much as possible. It's easier to "hear" and understand when you see a person's facial expressions and can read their lips.
 - a. If not possible, think about **calling/video call** instead of text or email.



Exercise: "Did you do this?"

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- See something Say somehign. Catch people doing something well. *I can live for two months on one good compliment.* MarkTwain
- Less than half of employees know if they are doing a good job.
- Never give constructive criticism. Instead offer a suggestion or idea.
- Don't tell them like it is, tell them how it could be.
- If you come to someone with a complaint, offer at least two suggestions.
- THINK Before you Speak:
 - Is it **True** _____?
 - Is it **Helpful** _____?
 - Is it **Inspiring** _____?
 - Is it **Necessary** _____?
 - Is it **Kind** _____?



Section III-Teamwork

- Which of the following is the correct definition of teamwork?
 - A group of people working together to accomplish a common goal to achieve a common purpose
 - One person does all the work, but the whole team gets the credit
 - One team gets credit for what another team did
 - All or none of the above**
- Teamwork must be defined because it's a vague term.
- Why do we need a team?
 - 1) Get more done!
 - 2) To make up for our weaknesses.
 - 3) To encourage one another when the going gets tough.
 - 4) Success is never an _____ effort.
 - a. The heavy backpack concept.



- Make a Mission Statement for Your Team. Our Mission is to:







- When you focus on the mission it Affects everything you do, which will ultimately have a major Effect on the outcome.



- Make sure other **teams** also knows your team's mission because your mission affects them too!
- Remind yourselves what's the overall **goal** or **purpose** of your mission.

Section IV-Importance of Humor



- **2** percent of Americans are in a good mood every day. **5** percent are in a bad mood 4 out of 5 days. Average American is in a bad mood **110** days a year. 
- The two primary ingredients in humor are element of **surprise** and **conflict**. Think about what causes all your problems. Are they the same ingredients?
- The average adult laughs **15** times a day. The average child laughs **400** times in a day. 
- The most important element in gaining a humorous perspective is to take yourself **lightly** and your work seriously. Don't confuse **humor** with **goofing off**.
- Laugh **with** people not at them. 
- It's OK to laugh at **yourself**. You'll always be amused!
- **Sarcastic** humor is usually harmful because it puts people on the **defensive**. 
- Humor equals **tragedy** plus time.
- "Humor is another way of saying something serious." (T.S. Elliot)
- Laughter also helps maintain a healthy **immune** system. It decreases stress hormones, lowers bad cholesterol, and raises good cholesterol.
- Even the simple act of **smiling** (real or fake) will help boost your mood.
- Humor is an excellent way to identify and solve problems.
- If we can laugh about it we can **talk** about it.
- It's what you **do** that defines you as a leader, not how you **appear**.
- **ALWAYS** Remember!
- **Don't** _____
- **Forget** _____
- **To** _____
- **Be** _____
- **Awesome** _____!

