



Life in the Moment

**Eliminating Fear and
Increasing Confidence for
an Enjoyable Life**

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Chapter 1: Be Optimistic for a Happier Life

Our outlook and attitude on life in general plays a huge part in how happy we are in life and how successful we become. Someone who thinks positively about everything will be more relaxed, calm and smile more than someone who is always looking on the bad side, who lets stress get to them and who constantly wears a frown. Not only does how you think and feel affect you, it also affects those around you. In short, our mood affects our daily experience. Developing and keeping a positive outlook is essential if you wish to lead a positive and fulfilling life.

There are many ways in which you can develop a more positive outlook and begin to change how you think and feel about many situations that you encounter in day-to-day living. Changing your attitude and not slipping back into negative thinking will take time but eventually the new outlook will become second nature. The five main key points to remember when changing your outlook are:

1. Turn your way of thinking into positive thinking and practice on a daily basis thinking

positively. You should set your mind on completing one task at a time and think only of a positive outcome and how good you will feel when you have completed the task. Never give in to doubt and let yourself believe that you have taken too much on and just keep going.

2. Don't let your conversations turn negative. When in a conversation it is easy to let others discourage you, particularly if they have a negative outlook on life. Don't be tempted to fall back into your old ways. Turn negative talk into positive and look for the good in everything and any situation.

3. Look for the positive in those around you and point it out, this way you can encourage a positive attitude all around you.

4. Whatever you are doing in your day-to-day life always look for the good in it, although it might be a boring task which you usually hate doing and one which leaves you feeling negatively. Try to find something about it that turns it into a more positive situation.

5. Never let yourself become distracted into going back to negativity. It takes time to change

the way you feel and think and if you have been down on yourself and the world for a long time then your new outlook will take a while to register and stay around.

You will find over time that many areas of your life can be changed just by changing your outlook from a negative one to a more positive one. You will find that your self-esteem improves, you become more popular, you feel happier and are more confident than before. You are able to tackle the tasks you once hated without them causing you stress and anxiety and your relationships improve. These are just a few of the areas where you can self-improve and gain a more positive outlook and thus lead a more positive life.

Know your self-worth

Realizing your self-worth has nothing to do with checking your bank balance, it is about you – the person you are in life. We give others respect, love and consideration but how often do we give ourselves what is due? How you value yourself is based on the self-esteem you have. Your self-esteem shows you how much you truly value yourself. Healthy self-esteem leads to independence, happiness and flexibility. Unhealthy or low self-esteem on the other hand leads only to irrational thoughts, unhappiness, fear, rigidity, defensiveness and a negative outlook on life in general.

How we see ourselves has a lot to do with how others see us. If we are happy, smiling and full of confidence then others see us as someone they want to be around. If we respect ourselves and portray this then others will respect you too. After all, how can you ask for respect from others if you don't even respect yourself? So finding and developing your self-worth is all about developing your self-esteem, so let's take a look at esteem.

High self-esteem – If you have a high self-esteem you are secure about who you are and

have confidence in your abilities. You allow yourself to show your true feelings to others. You don't have intimacy problems in relationships. You are able to recognize and take pride in yourself for your achievements in life. You are easily able to forgive yourself for mistakes and also forgive others

Low self-esteem – Similarly if you have problems with self-worth or low self-esteem then you will follow a certain pattern in your thoughts and ways. If you have problems with low self-esteem then you will see the following points in yourself:

1. You lack belief in yourself and are very insecure. You have problems showing and accepting intimacy in relationships.
2. You never let your true feelings show.
3. You never recognize and give yourself credit for your accomplishments.
4. You have the inability to forgive yourself or others.
5. You resist change at every opportunity

Developing your self-worth

There are plenty of ways in which you can boost your self-esteem and change to a more positive and healthy outlook about yourself. Here are some tips for developing and boosting your self-worth.

1. Don't take other people's criticism to heart, instead listen to what they are saying and learn from it.
2. Take some time out for yourself every day; meditate, look inside yourself and realize all your good points and imagine changing your bad ones into more positive.
3. Celebrate and pride yourself on even the smallest achievements that you accomplish.
4. Do something every day that you enjoy, such as taking a walk in the sunshine or soaking in a bubble bath.
5. Never deprive yourself of something you enjoy. If you know you shouldn't be doing it, then do it anyway and stop chastising yourself about it. This, of course, eliminates anything illegal.
6. Talk positively to yourself. Repeat affirmations to chase away all of the negative thoughts and feelings.

The benefits of using positive self-talk

One of the biggest influences we can use to our advantage in life is ourselves. In particular, we can use our thoughts because they influence our feelings and therefore can have a profound effect on how we deal with life in general. By learning to control our self-talk and turning it into positive self-talk rather than negative, which most people do unconsciously throughout the day, you can begin to gain more control over every aspect of your life and make essential changes.

Your ability to succeed in life largely depends on how you deal with life. A positive mental attitude leads to a confident and ultimately more successful person than one full of negativity which leads to a lack of self-confidence and low self-esteem. A positive attitude leads to seeing the good in people and in the world around you which leads to optimism and success. Your quality of life is based on how you think and feel from moment to moment, and changing the way you think can drastically change how you see and deal with life.

The person who goes through life optimistically with a positive attitude is better able to deal with life and its problems. They are able to bounce back and recover from problems or set-backs in life easier. The optimistic person will see the problem for what it is – nothing but a temporary set-back which they can overcome and move on from. When looking at life in this optimistic way the person is able to take full control over their thoughts and feelings and turn a negative situation into a more positive one by simply altering the way they think. Since thoughts can either be positive or negative and you can only have one thought in mind at any one time then choosing positive will keep your thoughts, feelings and actions optimistic which leads to a happier person who is able to achieve their goals much easier.

Using positive self-talk in your daily life

You should use positive self-talk throughout the day in order to establish a new thinking pattern. You may have established a pattern of negative thinking for many years and this will take time to overcome. To start, you should aim to repeat positive self-talk around 50 times throughout the day. This can be achieved by repeating positive statements quietly to yourself or out aloud. Positive self-talk can be used for many different aspects in your life. It can help you to overcome difficult situations, gain more confidence in yourself, help you to quit habits, recover quicker from illness or make changes to your life in general. Popular phrases or sentences that can be used in positive self-talk include:

1. I have an interesting challenge facing me – this could be used when a problem occurs in life or there is some difficulty. Rather than looking at the situation in a negative way and thinking “I have a problem,” thinking of it as a challenge is a much more positive way of dealing with it.
2. I like the person I am – this could be used to bolster self-confidence and gain respect about

yourself and the person you are. Similar statements could be “I am the best”, “I am a good person” or “I have many excellent qualities”.

3. I know I can do this – this could be used if you are faced with a certain task that you would previously doubt yourself capable of conquering. Similarly, you could say “I have the ability to conquer this” or “this doesn’t pose a problem for me”

4. I am full of health, energy and vitality – this can be used to encourage good feelings about your health either after you have been sick or while recovering from an illness.

5. I am fulfilled as a person – this can be used to encourage good general positive thoughts about yourself and the world in which you live.

How positive affirmations can change your life

Having a positive attitude is the key to being happy and leading a successful life. Our thoughts play a huge role in how we feel and positive thinking leads to a confident person happy in life, while negativity leads to low self-esteem and you missing out on so much in life.

We often talk ourselves out of things without even realising we are doing so. Every day hundreds of negative thoughts drift freely through our mind. We put ourselves down too much and sow the seeds of doubt. There is a small simple tool that you can use throughout the day to help to change these negative thoughts and instil a more positive way of thinking. Using daily positive affirmations can change your life drastically for the better. They can make you more confident, more aware, more sure of yourself and change your life in many more aspects for the better.

What are positive affirmations? Positive affirmations can be used throughout the day anywhere and at any time you need them. The more you use them the easier positive thoughts will take over negative ones and you will see

benefits happening in your life. An affirmation is a simple technique that is used to change negative self-talk that we are rarely even aware of doing. Most of us have for many years bombarded ourselves with negative thoughts. Changing your thoughts and the way you think won't happen overnight but if you stick with the affirmations they will work once you have retrained your way of thinking. There are many different affirmation techniques for dealing with different situations in life. The most popular are listed below.

The mirror technique – This technique helps you to appreciate yourself and develop self-awareness and self-esteem. You should stand in front of a mirror, preferably a full length one in either just your underwear or naked. Start at your head and working down your body say out loud what it is you like about areas of your body. For example; you could say, “I like the way my hair shines, the slight differences in color where the light hits it.” Keep saying positive things about the way you look from head to toe.

The anywhere technique – This technique can be used whenever you catch yourself thinking a negative thought. When you realize you are

having a negative thought think of yourself turning down a volume knob inside your head. Turn it down low enough so you can't hear it (the negativity) any longer. Then state a positive affirmation to replace the negativity and turn the volume back up while repeating it to yourself.

The trash can technique – If you have negative thoughts write them down on paper. When you finish writing your thoughts crumple the paper into a ball and throw it into the trash can. By doing this you are telling yourself these thoughts are nothing but rubbish and that's where they belong.

The meditation technique – Find somewhere quiet where you are able to relax for 5 or 10 minutes. Close your eyes and let your mind empty all negative thoughts and feelings. Begin to repeat your affirmation to yourself over and over again while concentrating on the words you are repeating. Believe in what you are saying.

Chapter 2 – It's All in Our Mind

Focusing the mind on the positive

We all go through tough times in life. Life can't always be a bed of roses. However life is what you make of it and by staying positive through the bad times as well as the good can make all the difference. But, the big question is, "how do I stay positive when things get tough?" Staying upbeat during negative times is usually the last thing on your mind, but it should be the first. You need to think positively now more than ever. The key to staying positive is to take your mind off your problems and worries and re-energizing your mind. This is especially true when you are having a bad day and you feel sorry for yourself. Here are some excellent tips for keeping a positive outlook in life no matter what's going around you.

1. If you find yourself around those who are negative then break free from them. Negativity has a way of passing from person to person. It will only drag you down.
2. Don't sit in front of the TV for hours at a time. The news is depressing, and television programs only feature violence, death and negativity. If

you do watch TV watch more positive programs such as the documentary channel, or comedies.

3. Spend as much time as you can with your family and loved ones. Do something together that you all enjoy and aim to have a family night at least once a week where you can spend quality time together.

4. In times when you are feeling particularly low and negativity starts to creep in, listen to a motivational CD or repeat positive affirmations to yourself to bring back a positive attitude.

5. Take time each day to do something you enjoy

6. Try doing something that you wouldn't normally do – something that's totally unlike you and out of character. Take up a new hobby or sport that you would never have dreamed of doing.

7. Get some exercise. This could be something as simple as taking a walk in the fresh air, going to the gym or taking part in activities such as yoga.

8. Set goals for yourself. When you accomplish a goal give yourself a small reward for doing so
9. Learn techniques that will allow you to bring your attention and focus back to the task on hand quickly.

10. Use affirmations throughout the day to instill confidence and positive thought.

11. Always look for the best in bad situations. Things might not be what we expect all the time, but if you look hard enough you may find it's not as bad as it seems.

12. Remember the situation won't last forever. It's only a temporary and you will get through it.

The sky is your limit

You can accomplish anything you set your mind to. The sky really is your limit. You can accomplish anything in life if you stay determined. The keys to success are being absolutely committed to achieving what you want, set your mind to taking whatever steps are needed to accomplish what you want, and sticking with your goal in mind. Let's take a closer look at the above steps.

Commitment – You should take positive action and decide exactly what it is you wish to achieve in life and set your goal. Once you've set your mind on what you want you should go into it with utter conviction and commitment. When you're planning and setting your goal you must have a firm conviction that you will achieve your goal whatever it takes. You should visualize your goal from beginning to end and see yourself achieving whatever it is you set out to do.

Take whatever steps are needed – Once you've decided to go for it and have made the commitment then the next step is to start taking action towards reaching your goal. Taking the first step is actually the hardest part because it means going out there and actually doing

something. Thinking about how to accomplish your goal is the easy part, as long as you stay committed. Putting a plan into action is where most people fail because fear stops them from moving forward. They fear the unknown.

Sticking with it – When you've made the commitment into making your goal a reality you must have perseverance and be willing to change your approach until you finally reach your desired goal. It helps to journal your project from start to finish. This way you are able to see how far you have come, or how far you still need to go. It also keeps your mind focused on the outcome you wish to achieve.

Fear is the main reason why most people fail to achieve their goal. Often times, fear drives people to give up what they set out to do before they even start. If you give in to fear it'll only continue to put bigger roadblocks in your way until eventually it overcomes you. The sky really is your limit. If however you stay determined and focused with perseverance and determination you'll accomplish anything you set your mind to.

How to develop your creative side

Creativity is important to fulfill your desires. It helps to open up new facets when achieving your goals. Everyone has a creative side although sometimes it's hidden and doesn't come to the surface quite as quickly as it does for others. You can develop creativity by digging deep and searching for it. It takes practice to bring it to the forefront. Here are some tips for helping you to draw out your creativity.

1. Create a list – you can expand your creativity greatly by making a list whenever you have a problem which needs some creative thinking. List as many ideas as you possibly can for solutions and let your creativity flow.
2. Make changes in your life – sometimes our creativity gets blocked if we are stuck in a rut. Make some changes in your daily regimen to get the channels flowing again.
3. Work on the bad ideas – even if you are only coming up with bad ideas you are still being creative so work on the bad ones and develop them. Who is to say it's a bad idea anyway? It could turn into a great idea and solution to your problems.

4. Brainstorm with other like-minded individuals. Working together is a great way to develop creativity. Often times, your friends, family and colleagues are able to see things in a different perspective opening new ideas and creativity.

5. Challenge yourself – if you tell yourself you can't do it you will never accomplish it. Challenge yourself to see a new perspective.

6. Doodle – Grab a pen and paper and let your imagination fill the page. Draw your ideas. It's surprising what you will come up with.

7. Breathing exercises – the right side of your brain is where the creativity comes from. Give your mind a jolt and wake it up by slow breathing techniques. Try breathing out using only your left nostril a few times. Clear the mechanism by slowing your mental pace down. Often times, your creativity is blocked from having too busy of a mind. Slow breathing will help you activate your creative senses.

8. Hire a life coach – if you feel your creativity is truly depleted then consider hiring a life coach

to help you find it. A life coach can help you to establish the areas where your creativity is lacking. Getting help from a professional in the field will definitely boost your creativity.

9. Think like a child – let go of all your adult obligations, stresses, strains and worries and go back to your childhood. Children have the best imaginations and their creativity knows no boundaries. Think like a child when you are stuck for creative ideas and they will soon flow freely once again.

10. Relax – creativity can often become depleted if we are under great stress. Relaxation not only makes you feel better but can help to clear your mind and get your creative side flowing again.

11. Exercise – Find an exercise routine that you enjoy and stick to it. Exercise is a truly untapped resource for building your mindset. Sleep well. Allow your mind to replenish itself by giving it optimal sleep. Eat a variety of healthy foods.

12. Explore New Things – Our lives are filled with an abundance of clutter. We do so many things in our daily regimen without thinking

about them. Try something new. It can be something as little as taking a different route to work or taking up a new class in something you have always wanted to learn. This will force new channels of creativity to flow through your mind.

13. Start Thinking Like Curious George – Ask yourself questions about everything you see, hear and read. Why? How? What if? Find out the answers to your questions. You can also keep a curious journal and track all of your findings.

14. Read a New Book – Choose one that you wouldn't normally read. Pick one up at the library. If you've always preferred reading nonfiction, pick up a fiction book. There are so many interesting books to read and so many different genres to choose from. Your librarian will be happy to help you explore new books.

15. Act Like a Kid – Children are so carefree, honest and fun. Think about what you used to do for fun as a child. Paint a picture, take out those finger paints, go to your local amusement park – anything a kid would do! And have fun!

This will help you tap into your creativity quite easily.

16. Everyone needs a little “me” Time – Take some time every day to just relax. You can meditate if you like. Don’t make any plans, worry about the bills...nothing. Just do nothing for a little while. Relaxation replenishes the brain for optimal creativity.

17. Imagine the What If’s? What if the end of the world was tomorrow? What if you had chosen to go to college for business, or Arts, or whatever? What if you had taken a different life path earlier on? Make up your own what if questions and see where your brain takes you.

18. Never Assume Anything – Assuming always gets you into trouble. You might assume your boss is a jerk. What if he just doesn’t like his life and takes it out on his employees? You might assume the person who cut you off this morning was inconsiderate. What if they were rushing their child to the hospital? Creating a list of what if’s will help you determine your ideal life path. It allows you to explore new facets of life simply by exploring your imagination.

19. Write About Who you are – What kind of person are you? Where have you been in your life? What are the most important things in your life? Why do you do things the way you do? How do you live your life each day? This will help you determine where to direct your focus.

20. Have Conversations with other People – Listen closely to what others have to say instead of waiting for your turn to speak. What must it be like to be this person? Imagine how they live and think.

Listen to your Intuition

We all have feelings about our experiences in life. They might be discouraging thoughts or they could be positive ones. It all depends on your perspective of each situation. An easy example of listening to your intuition is trying on a dress for a special night out. You put the dress on and look in the mirror, you automatically think wow, I look great or shake your head and choose another outfit. This is the simplest form of listening to your intuition when it comes to making the best decision. We can put our thoughts to many good uses in our day-to-day living if we open up and tune into them. Our inner thoughts can help us to succeed in life, become more confident and live a happier, allowing for a more productive and fulfilling life. Your mindset is the most valuable resource you have when it comes to making the right choices for the lifestyle you wish to live. Channeling into your intuition is easy and here are some simple ways you can start using it:

1. You will find it easier to tune into your inner thoughts when it is quiet, so choose a room where you know you won't be disturbed when it comes to making important choices and decisions. A good technique: close your eyes

and take a couple of deep breaths, focus entirely on the question or task at hand and see what immediately comes to mind. If it feels right then act upon it.

2. Be willing to admit that you make mistakes every now and then. Mistakes allow us to learn important lessons about ourselves. They help us determine what's most important and allow us to see the big picture. Accept the mistakes you make and allow them to teach you. Mistakes give you inner strength and guidance if you respect them.

3. When letting your inner guidance come through don't confuse matters by trying too hard or forcing the answer one way or another. Chances are if you are moving in the right direction you already have the answer. You just need to trust your intuition. Intuition is the largest untapped feature we harness. If it feels right just move with the flow.

Following the above is the easiest way to get your inner guidance to start surfacing when you need it. The more you trust your intuition the easier your decision making will be. As the cartoon character "Jiminy cricket" sang to his

friend Pinocchio “always let your conscience be your guide”, the same applies in real life, follow your heart. Your inner thoughts and feelings will never steer you wrong. It is only when we begin to lose faith and doubt ourselves that we become stuck and indecisive. This leads us in the wrong direction or keeps us at a standstill.

Mental imagery works

One of the most powerful and inspirational tools we possess is our own imagination. Your own thoughts, insights, ideas and intuition can be used in your daily life to make positive changes for a better life. Everyone has an imagination although some of us have a more vivid one than others. With a little practice, we can all form imagery in our mind to benefit us.

Your imagination is only limited by you. You can use your imagination to visualize any number of things and use it for almost any situation. Visualization works by forming a positive picture of the outcome of any given situation. By seeing this positive outcome in your mind as it's happening you will replace any negative thoughts you originally had. In order for this process to be fully effective you must visualize as much as you can and look at the situation from various angles and perspectives. In fact, visualization for some situations can be quite tedious and many need multiple exercises to be fulfilled properly. The mental picture you build in your mind must be as clear as possible. How you wish the situation to turn out is all up to you. Think of your imagination as a blueprint for developing and building on, just as an architect

uses a blueprint when designing a project from start to finish.

The foundation: Start by laying out the foundation of your idea or what it is you wish to change in your mind and slowly build up from the bottom, clearly visualizing every little nook and cranny of the idea. When laying down the foundation think about the following five steps:

1. What exactly do I want to achieve or change?
2. What difference will it make if I'm successful or unsuccessful?
3. Can I achieve what I want on my own?
4. What do I have to change in my life to accomplish this?
5. What do I have to learn to accomplish this?

Once you've laid the foundation for whatever it is you wish to change in your life then you can go ahead and build your plan. This includes visualization which we discussed earlier. Visualize the project every step of the way as clearly as possible and allow yourself to see the project from start to finish in your mind. When the visualization is completed you can take the necessary steps to achieve what it is you desire. Each situation is entirely different. In fact, this process will need to be completed separately for

every given situation. It is recommended to write down these steps on paper so you can follow through from start to finish without hesitation.

The key points: The key points to using mental imagery successfully for any aspect of your life are:

1. Focusing your imagination on one idea
2. Form a clear mental picture or image of the idea and outcome in your mind
3. Build the idea from the foundation to completion through visualization (build the plan)
4. Successfully execute your plan

Taking care of your mental health

In order to live a happier, healthier life you need to take care of more than just your physical health through dieting and exercising. You also need to focus on your mental health. Only by having a completely balanced system of healthy living can you optimize your lifestyle.

Stress comes to all of us in many different forms. Finances, job security, responsibilities and toxic relationships all taking their toll on our mental health. Stress is one of the biggest factors which disrupts our mental health and ultimately our well-being. It is as important to reduce stress in your life, as it is to reduce your fat, sugar and calorie intake to remain balanced and healthy. There are many ways which we can take care of our mental health and eliminate some of the stresses from our daily regimen. Some of the steps you can take to remain stress free include:

1. Learn to manage your day and time better by setting realistic goals which you can meet
2. Learn how to utilize your time more efficiently throughout the day by focusing and

completing one task at a time before moving on to another

3. Remain flexible in your thinking when it comes to completing tasks. If you cannot accomplish them the way you had planned then try it another way

4. Take small breaks throughout the day. This will give you time to clear your head and get back on track and stay focused on the task at hand

5. Admit that you are only human and you cannot do everything. Admit when you need a little help and don't be afraid to ask for it when it's warranted

6. Learn when to say "no." We all like to do favors for others. Sometimes we take too much on our plates and when this happens we cannot manage to fit everything in. This is when stress sets in. Too many obligations equals more stress than you can handle

7. Never over exert your body. You can only do so much in a day. Pushing yourself continually

beyond your limits will stress your body and mind

8. Learn to recognize when you are starting to get stressed and take immediate action to relieve that stress

9. Learn and implement techniques which you can quickly eliminate stress. There are a wide range of techniques which you can use. Some of these techniques are:

A. Breathing exercises and visualization are very effective measure which can be used to quickly ease stress and let you refocus

B. Positive affirmations can help you deal with stress effectively. A positive mind with positive thoughts is a healthier mind

C. Always make time for yourself. Find time to relax or do something you enjoy. Don't feel guilty for taking this time out. The more balanced your own mindset is the better you're able to assist others

Chapter 3: Overcoming Fears and Negative Thinking

Eliminating fears for a more positive outlook

Fears and phobias place negative effects on anyone to some extent. While fears and phobias are lessons and dislikes more than actual phobias, for some, they can be severely distressing and have a huge impact on their day-to-day living.

Fear and phobias obviously cause negativity. Constant negativity brings us down and makes us feel defeated. While some fears can be deep-seeded into your mind, you can break the control it has over you with time and assistance. Often times, it's wise to seek professional help with fears that are overbearing, however if the fear is only mild then you may overcome it by using self-help methods.

Understanding fears and phobias – In order to be able to conquer fears and phobias it is essential that you understand them. Fear and phobia simply causes us uncomfortable thoughts and feelings when placed in certain situations. It can bring feelings such as nausea, vomiting, dizziness, a terrible feeling, a tight

band of pressure around the head, pains in the chest, a feeling of breathlessness and trembling. These are all feelings that we ourselves allow to build up and take over our mind and body. Dispelling fear is a matter of taking back the control they have over you and embrace a new perspective. This is the basis behind curing any form of fear or phobia, although if you've suffered for many years from any given fear it will take longer for you to recover. Understand that recovery is possible in any given situation.

Phobias and fear are basically exaggerated anxiety. Learning new methods to relax is a good start to curing them. There are many self-help books, DVDS, courses and audio courses that can help you relax. Any self-help material designed for dealing with anxiety and stress will help, but there are many specifically aimed at those suffering from fear and phobia.

Benefits of overcoming the fear – The benefits of overcoming phobia and fear is immense, and those who have recovered have linked the feeling to being reborn again. The world takes on new meaning when fears are dispelled. A new positive outlook develops which leads to living a happier and more fulfilled life. You start

to feel good about yourself and what you can accomplish in life. You are finally free to do anything and everything your heart desires. While there might still occasionally be some anxiety for a time when confronted by your fear or phobia, it will be unlike the intense fear you once had. Once you've found the keys to overcoming these feelings the fear you once felt doesn't have the same hold on you as it once did and will eventually it will relieve its hold on you altogether.

Overcoming Dissociation

Dissociation causes us problems with our emotions, physical sensations and how we feel about ourselves as well as the world around us. It is often associated with depression and anxiety or when a person has gone through a traumatic experience. People suffering from dissociation have feelings of unreality and often fear they're going insane or that they have some incurable illness. Talking with and being around others becomes almost impossible and deep anxiety that is caused by the feelings can develop into a social phobia.

The feeling of dissociation can vary from person to person depending on the circumstances, but common thoughts and feelings associated with disassociation include:

1. The world around feels unreal
2. Feeling like you don't belong in the world
3. A grey fog covering their vision
4. Like having a veil over your head
5. The world is moving at a faster pace than normal
6. Confusion about anything and everything
7. A terrible feeling of not being able to cope with regular day-to-day activities
8. Unsure of yourself

9. Others find happiness but not you
10. Extreme anxiety
11. Feelings that everyone is against you
12. Feelings that everyone is talking about you

These are just some of the feelings caused by disassociation. These feelings eventually cause the sufferer to believe they have to turn deeper inward to themselves in order to get back into reality. They continually watch themselves for any brief glimpse that reality as they knew it is returning. Of course, the more they turn inward and worry the worse the symptoms are.

Cognitive behavioral therapy can help those suffering to overcome feelings of dissociation particularly when the cause is severe trauma. Those suffering from dissociation due to anxiety and stress may be able to rid themselves of the feelings through self-help methods and the help of a doctor. It is important to remember that the world hasn't actually changed, it is only your perception of the world and those around you that has really changed, and these are only temporary thoughts and feelings you are having. Once you have conquered and overcome what is causing the feelings of dissociation you will see things as you once used to. For those who

suffer from feelings of dissociation due to depression and anxiety they should realize that the feelings are just that, no more than feelings and these feelings will leave in time. It is important not to be constantly studying them and wondering when they will go away. Try to accept that they're here for a short time and give them no more thought. Once you have lost the interest in your feelings and are not constantly worrying about them it can be surprising how quickly the world once again becomes the world you once knew. Accepting your feelings and any thoughts you might have during this period is essential. It is only when you lose the fear of the situation can you recover.

Overcoming Doubt

Overcoming doubt is easy, if you don't doubt it. Most of us entertain an element of doubt in our minds about being successful whenever we try something new. In fact, almost everyone is in some way is plagued with doubt of some kind. Take science, for example. Do you think all the scientific advancement achieved would have been possible without questioning the prevailing assumptions at the beginning? Suppose you want to start a business or launch a novel project. Are you absolutely sure that it will succeed? There is always a little fear or doubt at the beginning.

Despite your doubt, you cannot let it keep you from your ultimate goal. You must be prepared to risk failure because it's important for overcoming doubt. When dealing with doubt try analyzing all of the possible consequences of your situation and embrace the outcome for each instance – whatever it may be. This is the secret to conquering doubt. Have courage to fight it and you will be sure to defeat it.

Belief is the enemy of doubt. Learn to think positively and believe in your ability to be successful. Remember you will succeed if you

think you will and you will fail if you think that too. Your thoughts are self-fulfilling prophecies so you must stop thinking negatively. Likewise, never pay heed to the people who discourage you, who revel in planting doubts in you and who are actually wolves in sheep's clothing. Always be in the company of those whose thoughts and attitudes to life in general are positive.

When failure strikes – Everyone experiences failure in life – it's inevitable. It's just a part of life. Failure instantly decreases the confidence you built up earlier in the process. It's important to train your mind to build your self-confidence at all stages in life. This will help you deal with any type of failure when it persists. The feelings of inadequacy from failure cannot breed long in the mind of a confident individual. Every step towards building a strong confidence helps get rid of doubt. A confident mindset will help you get back to your successful ways quicker than you may realize.

Healthy doubt – Doubt can be helpful in gaining wisdom or achieving advancement in life. But when it becomes a cause for your depression and inactivity, or when it stands in your way like

an insurmountable hurdle to reaching your destination, you need to draw upon your energy reserves to toughen your mind. Optimal confidence will weaken your self-doubt leading you to a life of fulfillment.

Overcoming Feelings of Helplessness

We all come across feelings of helplessness to some degree or another sometime during our life. This is fine as long as we get back on track and overcome these feelings. For some, feelings of helplessness set in and begin to affect their way of thinking entirely. Their whole perspective of life changes drastically. Here are some helpful tips to help you understand feelings of helplessness and how to overcome them.

1. Begin by identifying the problems, fears, issues and obstacles which make you feel helpless and try to discover why they make you feel this way
2. Work on ways that encourage you to take on new beliefs that you can be independent, self-confident and capable of dealing with anything that crops up in the future
3. Be proactive in learning new ways to deal with these feelings of helplessness when they crop up
4. Practice ways to deal with conflicts and problem solving when they arise

5. If you have relapse and begin to doubt again remember that this is only normal and pick back up from where you left off

6. Whatever the success you garner be sure to reward yourself

7. Realize that it will take time to change your feelings of helplessness so always strive towards your goals.

8. Don't aim for perfection. Nobody's perfect; we all make mistakes

9. Identify what you need to do to grow in the skills of self-coping, self-healing and self-confidence

Feelings of helplessness can cause us many problems in life. The longer you feel helpless, the less control you have over your own life. Here are some common experiences that occur through helplessness.

1. You begin to feel that no matter what you do or how hard you try you cannot succeed in life

2. You become over dependant on others to help you overcome your problems
3. You see yourself as totally incompetent
4. You develop a deep seated fear that you are unable to handle a situation
5. You become miserable, unhappy in life and depression sets in
6. You think of yourself as a victim that always needs rescuing from situations
7. You have a pessimistic outlook on life in general
8. You're afraid of how others see you as being frail and weak
9. You become despondent because you run out of people who are willing to look after you by solving your problems
10. You resign yourself to the fact that you will always be helpless, that you cannot possibly change

There are many ways you can help yourself overcome these feelings. The important thing to remember is that you are not alone and you can take back control over your life and make important decisions again to successfully solve your problems. All you need is to have faith in yourself and dig deep and find the faith and bring it to the surface. While we all have the

ability to overcome our problems ourselves, it doesn't hurt to get advice from friends and relatives as long as you aren't relying on them totally to solve your problems for you.

Overcoming Inner Conflicts

Commitment makes life a lot easier to deal with. When you make a decision and stick to it no matter what and stay committed without letting unwanted thoughts drift into your mind you are able to deal with any obstacle in your way. Inner conflicts lead us nowhere but to indecisiveness. It only gives an invitation to stress and losing confidence in ourselves.

While we all deal with inner conflicts one time or another it's important that we know how to resolve them and move forward with a positive attitude. By resolving inner conflicts you are able to vastly improve your self-esteem, allow yourself to be more focused, and feel less stressed. A peaceful mind allows you to listen to your inner voice and guide yourself when it comes to making choices and decisions. It enables you to be in total control over your life, manage and achieve goals that you've set to achieve and create a healthier more relaxing and happier future.

Inner conflicts wreak havoc with our emotions and they lead to low self-esteem, low self-confidence and depression. With this in mind, it is essential to banish inner conflicts when they

arise and don't let them take over. Inner conflict can develop in different ways. It may stem from indecisiveness or deep-seeded feelings stemming from unresolved issues in your life. It could even stem back from things that happened in your childhood. The person you are now is the result of what has happened throughout your life. Instead of dealing with the unresolved issues you perhaps built up a wall and kept them in rather than facing them and dealing with them. It is essential that you break down the wall and bring these out into the open and deal with them now. Overcoming unresolved issues and inner conflicts relies on:

1. Letting go of negative past beliefs, old habits and emotions
2. Realize that you are capable of helping yourself and becoming the person you truly are
3. Realize what current stresses you're under and why
4. Letting go of feelings of resentment relating from past issues
5. Visualizing the new you – the more confident and decisive you

Understand there is no magical cure and it will take time to resolve these issues, but with

practise you'll soon start seeing a better person inside. It just takes time. It's important to realize that you can change if you want to. It all comes down to adjusting your perspective of life.

Overcoming Intimidation

Intimidation can happen everywhere, in any age group. Being intimidated by someone is a form of bullying. It happens in school, the workplace, even well into your elderly years. Some people aren't even aware they're being intimidated, while for others it can make their life misery day in and day out. Often times, suffering from it on a regular daily basis.

Intimidation brings many negative feelings, but there are many steps that you can take to help eliminate it. In order to be able to deal successfully with intimidation you first have to understand what intimidation really is. Here are some examples:

1. Using force to get what you want from others
2. Threatening to or using power and control to get others to do what you want
3. Getting others to believe they are more powerful than you
4. Threatening size or strength to get others to do what you want
5. Holding ultimatums over their head such as being fired or getting a divorce
6. Being quick tempered or angry with someone to get them to do what you want

7. Behaving in a manner that has others frightened to step up to you
8. Using your wealth to get others to do what you want
9. Using racial or sexual slurs towards others

There are many steps you can take to stop the intimidation. The first step you should take is to look at yourself and determine if your unhealthy way of thinking has allowed yourself to become intimidated by others. If you think this might have been the case then you should take these next steps:

1. Identify new healthier ways of thinking to help you overcome and respond to the intimidating factors
2. Display your new ways of thinking and stand-up to those who are intimidating you in a non-threatening manner. This will show them you are no longer willing to be intimidated by them
3. Develop ways of dealing with people in case they respond negatively to the new you
4. Understand the consequences of your new assertive behavior
5. Stick to your guns and accept whatever the consequences are of your new behavior

The next step is to develop new ways to reinforce your beliefs in the new you. The easiest way is to use daily affirmations or positive self-talk. Examples of positive self-talk include.

1. I am a good person, who is worthy and deserves to be treated with respect
2. I will take my life back under my control from any who tries to intimidate me in the future
3. I will not allow others to intimidate me
4. Nobody can intimidate me

Overcoming the need to be in control

Some of us need to be in control all the time. We simply have the urge to control all aspects of lives for ourselves and those around us. This can lead to many problems. There are many negative effects that come with the compulsive need to be in control. Here are some examples of what I'm talking about:

1. You compulsively go to someone's rescue, regardless of whether they ask for your help or not because you believe it's the way the situation should be dealt with.
2. The feeling that other people are in need becomes an automatic response to you.
3. You strongly believe that things have to be perfect (for yourself and others); otherwise, they cannot possibly be happy in life.
4. You feel you have to change people because you cannot accept them as they are
5. You strongly believe that you know what is best for others and try your best to make them see things your way

6. You accept personal responsibility for the actions of others

7. You cannot help but give advice to others or offer your help to them

8. People see you as interfering in their lives

9. You have a strong need to feel wanted or needed which leads you to becoming overly involved in the business of others

10. Things don't feel right if you are not helping others or fixing their problems

The most common negative effects that compulsive behaviour such as this can have on a person include:

1. You develop relationships where people become overly dependant on you

2. You cannot remain emotionally uninvolved if you come across someone you see as needing your help.

3. You lose friendships due to you needing to be in control over their lives

4. You begin to neglect your own needs in favour of dealing with others around you
5. You are ridden with guilt if things don't improve for a person
6. You might become angry with those you have helped if they don't show enough recognition for what you have done
7. You develop low self-esteem through losing yourself with others

Ways which you can develop to overcome the need to be in control are:

1. Have the belief that others have the ability to fix their own problems
2. Set up a boundary between those you think need your help
3. Don't get hooked on needing recognition from others
4. Accept that the only person you should control is yourself
5. Tell people to confront you if you try to give them unwanted help or advice
6. Realize that people have the ability to change themselves if they want to
7. Only offer help to those who clearly ask for it

Overcoming Trauma

There are many thoughts and feelings associated with a traumatic experiences. Trauma occurs when we are faced with a terrible situation, such as a car accident, natural disaster, a personal attack, war, etc. Everyone recovers from traumatic experiences differently. Some mentally block out the experience altogether while others will relive it over and over again. Trauma can bring many feelings such as:

1. Shock – shock is a normal reaction to any traumatic experience and the more the experience affected you the more shock will set in. Your brain has to process the terrible images you've witnessed. Feelings of shock will allow you to and digest the situation.
2. Disbelief/Denial – experiencing a traumatic situation can make you feel disbelief that the situation even happened.
3. Emotional pain – even if you haven't been hurt in the incident you will feel the pain of those around you who did.

4. Anger – anger will set in – you will ask yourself “why has this happened to you” and suddenly anger will overcome you.

6. Blame – we very often blame ourselves or others for what has happened.

7. Sadness – when overcoming a particular traumatic experience you will feel waves of sadness suddenly overwhelming you.

8. Depression – for some time after the experience you may suddenly lapse into depression from time to time.

9. Anxiety – anxiety often develops from fear and can continue for some time after the experience.

All of the above are the most common feelings associated with having gone through trauma. These feelings can come in no particular order and at any time. What you should realize is that these feelings are only natural and are your body’s way of coping with what happened. These feelings will eventually dissipate with time. There are many ways you can cope with them. The best way for you will depend on the

severity of the trauma you were exposed to. There are however a number of coping skills which can be practiced in order to help you overcome trauma, such as:

1. Talking about what happened and letting it all out
2. Listening to and accepting advice from family, friends or a professional
3. Accepting what happened and continuing on with life
4. Changing your environment
5. Taking part in recreational activities
6. Picking up a new daily routine/regimen
7. Taking part in motivational seminars

Chapter 4: Becoming an Optimistic Individual

Developing your self-image

How you see yourself is a direct reflection of how others see you. If you think positively about yourself on the inside then you will glow with confidence on the outside. Feeling good about yourself is essential if you want to be happy and make the most out of your life. It will make the difference of you being successful or failing. Your perspective of everything in life is a direct reflection of your own self-image.

People suffer from low self-esteem for many reasons, and if they have been brought up feeling negatively about themselves then developing a positive self-image will be difficult. Developing a positive outlook is about changing your perspective about yourself and the world around you. If you've been thinking negatively for a long time changing the habit will take time. However by adapting new ways of thinking and sticking to them you will eventually banish unwanted negative feelings. When this happens your attitude about life strengthens and you become a happier individual.

There are many ways to develop a more positive self-image, such as:

1. Understanding what a healthier self-image means to you
2. Getting to know yourself better – recognizing your strengths and building on those strengths
3. Moving forward and constantly changing negative thoughts into more positive ones
4. Reflecting on what you have learnt and recognizing the positive changes you are making in your life

Negative self-talk only generates feelings of inadequacy. We need to change unhelpful self-talk and replace it with positive and encouraging dialogue. The easiest way to do this is by:

1. Getting rid of irrational thoughts and replace them with rational ones
2. Replace negative thoughts and feelings with positive ones
3. Give yourself credit
4. Repeat positive affirmations to yourself when needed throughout the day

Change the Shape of Your Self-Image

While we all understand the importance of eating healthy, exercising and dieting, very few realize that changing our self-image is just as important to leading a healthy lifestyle. How you think and feel about yourself goes a long way to bringing happiness and success into your life, and in order to change your self-image – just as you give your body a workout – you need to give your mind a work-out too.

The first step is to determine what exactly you're good at and enjoy doing. You might say you are good at sports or poetry. By focusing on the things you're good at you'll be able to quickly change your self-image. The one thing you don't want to do is create a list of things that you don't like about yourself. This would only make you feel inadequate and hinder your ability to change yourself and your self-image. Visualization and affirmations can help you to realize just how great you already are. See yourself doing and becoming everything that you originally wrote down. Repeat positive affirmations throughout the day to help the new way of thinking sink in and develop your new positive outlook. By vividly imagining this new

you, your mind will retrain itself to think healthier.

Consider keeping a journal during this process. This way you'll be able to look back on it. Reflection is another great way to strengthen your self-image. It's important that you let your past go and think only about the present and/or future.

Goals will get you there. You can mold a positive self-image if you set attainable goals for yourself and then strive to reach them. Giving yourself something to work towards in your life is a vital part of reshaping your self-image. Set goals for yourself in any area you wish; work, personal, health, fitness and then go for it. Set yourself a realistic time in which to accomplish each goal and give yourself praise when you get there.

How you choose to change your self-image is entirely up to you. There are no limitations to what you're able to achieve if you set your mind to it. If you stray from the path don't be discouraged too much, just work on getting back on track and carry on with determination.

You are committing yourself to working hard at achieving what you want. Plan what you will do when you finally reach your ultimate goal. Once you've succeeded you should aim to give yourself a special treat, you deserve it.

How keeping a journal can help you succeed –

You should never underestimate the power of a written journal. There are many ways in which a journal can help you to succeed in life. You can use it to help associate your feelings. It can help you determine what motivates you in life, or learn new strategies for dealing with life. A journal can be an essential tool when it comes to learning about ourselves. While we may think that we know ourselves already very few of us actually do. By keeping a journal, we begin to realize all the little things we do not truly know or understand about ourselves.

Some of the greatest inventors and thinkers kept journals including one of the most prolific inventors in history – Thomas Edison. One of the most helpful things a journal does; it give us the ability to look back on records and refer to them. For example if you encountered a problem and overcame it in the past and a similar problem crops up then you can reflect

back and apply the same solution or adapt it for a more positive outcome. Your journal can remind you of past achievements and this goes a long way to building confidence. Keeping a journal is essential because inspiration can strike at anytime.

Learn from the past – A technique which is very popular and one which keeping a journal can help you accomplish is the “best-better” technique. This technique can be applied to any situation that crops up in life and simply relies on you looking back on the situation and finding what you liked about it or what you experienced from it and then deciding how you could do better next time or how you could have better experienced from it.

The key to recovering from past mistakes and succeeding in the future is to learn from your mistakes, but remember to focus on your strong points rather than your weak ones. If you concentrate more on your weak points this leads to you unconsciously reinforcing them which then leads to more negativity and low self-esteem. It's only by building on your strengths can you increase your self-esteem. Remember, your self-esteem is a crucial factor

to understanding your weaknesses and building a positive outlook on life which greatly increases your chances of success.

Start Early To Combat Low Self Esteem

There are many reasons why people suffer from low self-esteem, such as chemical imbalances, lack of faith in themselves, self-discipline and many more. Many psychologists agree that the number one cause of low self-esteem is due to lack of positive feedback and love given to children during their early years. What happens all too often is that children are born before their parents have matured enough. While both are working long hours to make a living, they're still trying to learn good ethics and morals. And often before the maturing adults realize they may be following in their own parent's footsteps. They repeat similar mistakes done to them in their own childhood. For example, many parents do not offer sincere praise and compliments to their children – similar to how their own parents lacked. Another important factor is that children most often truly believe that all adults are always right. They set their own values based on this.

Unfortunately many adults raising young children are battling substance abuse, gambling, alcohol abuse and other very negative issues that affect their quality of parenting. These

adults are simply not doing what's best for themselves or their families, especially with their young children. Often times, children will follow in their footsteps later in life. What a drug or alcohol abuser doesn't see, for instance, is the harmful physical, emotional and often other abuse passed along to the children as the adults get too caught up in their own self-focus. In short, children need positive feedback. It's important to encourage your children to make good, healthy and positive choices. And when they fail at something, offer them hope and encouragement to try and try again.

Encourage education – adults often 'say' they want their children to succeed, yet negate comments all through childhood in areas of advancing education. Offer plenty of reading materials around the home, show by example and read a lot yourself. Encourage your children to pursue workshops, online classes, or anything relating to furthering their education. All education is good education. Try to guide them in their areas of their strengths like subjects in school (chess, math, music...), hobbies (crafts, musical instruments, singing...) and service to others (volunteer work, part time job).

Most importantly, reach out and show positive feedback along the way.

Stop underestimating your worth

It's important that you do not under estimate your worth because, as the saying goes, "you are what you think you are." Self-esteem is built on the thoughts you think about yourself. If you believe you're confident then you will appear confident. Confidence is always shown on the outside. When people realize their worth, they're able to face life with greater optimism about the future. Confident individuals are more likely to reach their goals, and live happier more fulfilling lives. They can form lasting meaningful relationships and are better able to cope with life's ups and downs. Increased confidence brings a multiple of benefits.

Problems caused by under estimating your self-worth

Many problems can occur in your life simply by under estimating your own self-worth. Lack of self-worth affects your sense of well-being. It causes problems with your feelings and needs. It affects your ability to make healthy choices in relationships, work and in general life. It also causes fear. A lack of self-worth has been attributed to addictions such as smoking, drinking, drug abuse, compulsive shopping disorders and problems with eating such as bulimia and anorexia.

Realizing your self-worth – Each of us is capable of realizing our own self-worth. The key to realizing it is to get that little voice inside your head to stop putting yourself down all the time. It's our own thoughts and feelings that drive us to develop a low self-worth. This little voice has developed over a long period of time, casting self-doubt onto ourselves until we genuinely believe that we aren't worthy or capable. It's our own minds that develop our feelings of low self-worth, not some outside force. There are several ways in which you can begin to change your pattern of thought and boost your self-

worth. The basics behind making this correction are:

1. Learn to recognize self-critical thoughts and stopping them
2. Learn to replace negative self-thoughts with more positive ones
3. Sticking with the habit of correcting your negative thoughts with more positive ones

There are many ways in which you can begin to set the pattern of changed thoughts, but perhaps the easiest one is using affirmations. Affirmations are simple positive statements you say to yourself each day. They're meant to replace any negative thoughts you've harnessed over the years, or even in the past day or two. Examples of positive affirmations could be:

1. This is a new and exciting challenge – this could be used to replace thoughts such as “This is too hard” or “I can't do this anymore.”
2. I am a confident, worthy individual – replace this when you have thoughts such as “I don't think I could ever do this.”

3. I can do anything my heart desires if I put my mind to it – this can be used to replace thoughts such as “I’m not sure if I’m capable of completing this task” or “I don’t know if I can complete what is asked of me.”

These are simple affirmations you can state to yourself which will gradually change the way you think. In time you’ll change the way you feel about yourself. It will encourage you to realize your true self-worth.

Developing your full potential

While many of us are happy in life, there aren't many individuals that actually push themselves to develop their full potential. While we might be particularly good at doing certain things in life we could excel if only we had the courage and belief in ourselves to go for it.

As children we are full of excellent ideas. In fact, they never stop flowing because children have open minds and believe in themselves to the fullest extent. Kids haven't experienced enough failure to trigger thoughts of inadequacy. They believe they can accomplish just about anything. However, as we grow up we fear our imagination because our experiences are filled with rejection and failure. We eliminate taking risks altogether. We fear being ridiculed because we've experienced so much of it in our youth. We give up on ourselves because our experiences are filled with small failures. When we hold back our imagination we stop developing our full potential.

There are many ways you can start developing your potential. It's never too late. You should remember there is no right and wrong way of thinking, and many times the reason why others

try to make you feel inferior is because they wish they had had the idea and courage to make a lasting change. So focus on your skills and abilities and let your thoughts run free. It's your choice to put them to use which will allow you to truly excel in life. In order to be successful you should realize that you'll make mistakes. Nobody's perfect. Mistakes are good as long as you learn from them.

Characteristics you can nurture that will lead to developing your full potential include:

1. Working hard – put your all into everything you do when working towards what you want in life
2. Having patience – things don't happen overnight so have patience and you'll be rewarded
3. Determination – stick to your guns and never give in when things don't go your way
4. Commitment – be committed towards your goals and what you want to achieve. Set goals and don't let anything or anyone stand in your way of reaching them

5. Organizational skills – the more organized you are the easier the road to success will be. Plan your ideas to their fullest before putting them into action

6. Learn from your mistakes – you'll make plenty of mistakes along the way but you can learn valuable lessons from them. The bigger the mistake the bigger the lesson

7. Have Confidence in yourself – you have to be confident and believe in yourself. There's no room for doubt

8. Stay realistic – don't set goals you cannot realistically achieve. By setting unrealistic goals you're setting yourself up for failure

When developing your full potential the two most important things to remember are, what you want out of life and what you can realistically do to make it possible. Once you have these facts clear then you can go full steam ahead towards achieving what you want.

De-cluttering for success

If we are surrounded by clutter and disorganization in our lives it makes an excellent breeding ground for negativity. Negativity is what brings about feelings of low self-worth and low self-esteem which hinders us in life and is the basis for us being unsuccessful in what we choose to do. It is essential therefore if we want to succeed and make the most out of life that we declutter from time to time and remove any excess obstacles and belongings from our path, keeping our lives open and free flowing. Here are some simple points to remember to keep your life clutter free.

Replace old with new – This applies to anything which you bring into your home; be it clothing, utensils, furniture or any other item. If you continually bring new items into your home very quickly you're going to be over-run with items which usually ends up being packed in cartons and put in the basement. Even if you put them in the basement it's still clutter, clutter that you could do without, so get into the habit of giving excess clutter to charity when you replace them.

Don't keep unnecessary things - In order to keep your home clutter-free it is essential you

don't keep anything which is not essential. Items belonging in this category include junk mail, flyers, old newspapers, magazines, letters or trash from your car. Letters you don't need can be shredded immediately, the same for junk mail, while any trash from your car should be collected daily and disposed of immediately. It's surprising if you get into the habit how much junk you can eliminate on a daily basis just by taking care with items such as this.

Throw anything away you don't like – Never hang onto items simply because you were given them as presents. While this may sound harsh it leads to unnecessary clutter. If you don't like something then don't keep it. Give it away to someone who likes it or sell it but don't hang onto it.

Have a goal – When looking around your home have a goal in mind when de-cluttering. For example; treat each room separately and say to yourself "I aim to de-clutter this room by 25%". If you start with a clear goal in mind you will feel more in control, organized and feel you are accomplishing something. You should divide the clutter into three piles; items you can sell, items you can trash, and those that you wish to give to

charity. Starting with a clear goal in mind makes de-cluttering your life so much easier.

Never procrastinate – Be harsh with yourself and don't feel guilty about throwing something away or giving it away. Once you start de-cluttering don't give it a second thought. If we stop and think about every item your self-doubt will take control which only leads to being disorganized.

Chapter 5: How to Dominate Your Fears and Phobias

What can we do about our fears? Can we stop them? Is there a way to use them to our advantage? This book aims to help you dominate your fears and phobias. It's time to be in control of them and use them to your advantage, and not the other way around. It's time these negative reactions stop possessing you.

Some books claim to eliminate all your fears, even your worst fears. But there are some types of fears that you must keep. Not all fears are harmful. Some can even save your life. Deep and stubborn fears cannot be eliminated by simple techniques. You must know how to weaken them before you can dispose of them permanently. Often times, there are no easy solutions to such problems. This book teaches you effective techniques to control and even befriend your fears. You can treat them as temporary friends rather than permanent enemies and tormentors. Turn them into allies rather than captors. Then, when you have mastered the ability to conquer them, you can easily kiss them good-bye.

Radical solutions to embedded problems require radical attitudes and mindsets, which in turn require radical changes. Thus, you must be willing to change radically before you can start using your fears and phobias to work for you, while eventually getting rid of them. Carefully follow the mental and emotional exercises in this book for effective results.

What is Fear?

When things, people, or places produce undesirable emotions, that's the result of fear. Fear can produce an overly self-protective and cautious individual which eliminates any chance of advancement in that specific area of life. Phobia has an element of fear. Fear per se is not phobia, but it can lead to phobia if it worsens. Unchecked fear, when fed with more imagined dangers, may soon turn into phobia. Most phobias are extreme fears. Some phobias can haunt you as long as you allow them to. Their power over you is entirely dependent on your capacity to handle them. We can give them the power to dictate what is dangerous for us, or we can dominate them to our advantage.

The Role of Fear

Fear is really designed to warn you. It is your biological security alarm to keep you from treading unknown territory unprepared. If you re-discover the true role of fear in your life, you would find it a real friend in times of danger.

Fear is not meant to forbid you. It means to warn you for early preparation. Fear tells you to think twice before you launch into an adventure. It gives you time or another chance to prepare so that you can be better equipped the next time around. This is the correct perspective on fear. For instance: A trained dog fears his master so much, and yet it fondly approaches him with excitement. The master is delighted by a trained dog's correct behavior.

Types of Fears

All types of fears have the element of a stern warning: the “think twice” principle. Healthy fear makes you carefully prepared to try something, but alarming and debilitating fears make you stay away from it completely. In the sense of making you prepare carefully, healthy fear is an optimistic feeling, while alarming and debilitating fears are pessimistic. Healthy fear instills wisdom and respect, while alarming and debilitating fears result to tyranny.

1) **Healthy Fear**

You fear someone you highly respect. In this sense, fear is a by-product of wisdom and high esteem. You don't fear the person because you are afraid of him. You fear him because he excites admiration and reverence. You fear the president of your country, for instance, because he is a figure of power and authority. You dare not offend the president, yet you like to meet him personally. You appear your best when he is around, carefully shake his hand, and make sure that you say only nice things. Then you tell everybody the honor of being able to meet the president personally. This fear has a way of bringing out the best in you. Fear, in this sense, is actually awe or wonder.

In the same sense, a young man who has romantic feelings for a young woman may have some kind of fear whenever he approaches her, more so when he faces her parents. But this fear doesn't stop him from pursuing his good intentions for her. Likewise, an employee, even without having committed an offense, may fear his boss. Yet, he keeps reporting for work every day. Job applicants also experience the same with their interviewer. Just the same, they go ahead with the interview. School children often fear their teachers and principals (often times even more than their parents), but these students enjoy school. It is said that children treat school as a second home, and teachers as their second parents. Healthy fear births respect and propriety in relationships.

Nevertheless, once healthy fear is consistently fed with wrong information, it may lead to alarming fear. For healthy fear to remain healthy, there must be healthy contact with the object of fear.

2) Alarming Fear

Alarming fear occurs when you sense some threat or danger in a place, person, or thing. The idea is not to stop you, but to make you very

careful in your undertakings. The idea is to dissuade you from pursuing a wrong direction. It makes you ask yourself, "Am I going to proceed or abort?" If it is for a good cause (like self-preservation), and you proceed, you do it with utmost caution. If you abort, you delay your plans for a more opportune time. You do not give up. You wait for a more favorable time and condition. If some misunderstandings or petty quarrels stand between two sweethearts, alarming fear starts to set in. This fear is not to keep them away, but to check their ways and attitudes toward each other. If a pupil fails to do his homework, his teacher will employ disciplinary measures. If he gets low grades, his parents may issue some warnings accordingly. The pupil may begin to feel alarming fear and try to do better next time.

Alarming fear is not admiration or reverence. It is being aware that something is wrong. In another sense, it is recognizing that some kind of danger is lurking somewhere, and you have to be ready (like when you hear something go bump in the middle of the night). When you feel alarming fear, you prepare for the worst decidedly. You don't freeze, but you become more alert. You may decide to detour to delay

confronting the danger now. Then you think of measures to improve yourself in case the danger surfaces again. You don't let the danger confine you to a prison or limitation. You keep yourself in control. You are not afraid; you just want to be safe and secure. When alarming fear is not dealt with, this fear may grow within you, and may soon overwhelm you.

When alarming fear seems to surround you, you must prepare yourself to overcome it. Try to talk yourself into facing the fear once it recurs. The moment you give in to fear and it becomes a habit, the tendency for cowardice begins to settle in. You lose the urge to overcome your fear. Instead, you simply accept the fear as your way of life. The fear then limits your freedom, and soon dictates what you can and cannot do. When fear dictates on you and makes you helpless, it becomes too alarming. Fear that gets too alarming tends to change your character negatively. It must be seriously dealt with.

3) Debilitating Fear

Abused children who run away from abusive parents or teachers can indicate a sign of being afraid. A frustrated suitor may never want to have anything to do again with the girl who

rejected his love because he is afraid of being humiliated. An employee who is guilty of an offense may just suddenly not report for work because he is afraid. Debilitating fear is synonymous to being afraid. In simple words, it turns you into a coward. It makes you want to suddenly disappear from the situation at hand. Debilitating fear makes you give up in fighting the thing you're afraid of. The thing, place, or person you are afraid of has become a tyrant punisher that you want to stay away from or easily give in to.

You have become a prisoner of the danger. When fear takes out the joy in you, it's debilitating. You tend to be withdrawn, or you lose interest in whatever incites the fear. You avoid the subject matter, or show repulsive reaction when the thing, person, or place is brought out. Debilitating fear must be dealt with soonest. When ignored or encouraged, it can lead to phobia. A child who has experienced burning his tongue with hot milk in his feeding bottle may become too alarmed by it. The mere sight of the feeding bottle with milk may give him chills in his bones. His health could be greatly affected by this, especially when he becomes hysterical each time he sees feeding

bottles. Many children have phobia or irrational horror about injections. By just seeing women in white coat or overalls, they have tantrums. They think every woman in white dress is an injection-wielding nurse. Taking remedies for debilitating fear at its initial stage is vital. The remedies for fears and phobias are discussed later.

The No-Fear Guys

There are people who seem to be fearless — or at least they claim to be so. Some believe them, but others do not. Some experts say only dead people do not fear. They assert that as long as you're alive, your emotions (including fear) function. You can either rule over emotions, or let them rule over you. Some people are genuinely brave. They won't react negatively even at the point of death. They have mastered how to expertly manage their fears. They claim they have no fear of the most terrifying things; but actually, they may have encountered similar experiences before, and they have just learned to tame them.

There are also people who claim to be fearless, but they cowardly hide behind their claim of fearlessness. This may be a sign of inferiority complex. It is their way of getting attention. They terribly fear not being recognized as a toughie, or not being respected as such.

About Phobia - Phobia is considered a mental disorder. Experts say it is an anxiety disorder. It is ranked along with obsessive-compulsive disorders, general anxiety, and post-traumatic stress disorders. Anxiety disorder occurs when

the joys of life are taken away from you by real or imagined fears. People suffering from this ailment are often unable to cope in healthy ways with life's changes, traumatic experiences, and losses.

Phobia is present when you bother with extreme measures to avoid a fear and you react in ways that limit normal functioning. Some experts say phobia is often related to a past event in your life that really upset you. You have created a ghost out of an undesirable experience and you let it haunt you. Although it may no longer pose any threat, the overwhelming fear remains so real that it rules your life. In short, you fear something like crazy, and it drives you mad!

Related Mental Disorders

A better understanding of phobia entails knowing other mental disorders related to it. They are identical in some ways, and similar remedies are applicable for their control.

1) Obsessive-Compulsive Disorder (OCD)

When a thing becomes an obsession and is a result of compulsion (urgent, repeated behaviors), you have a serious problem. When you wash your hands 30 to 50 times a day for fear of getting germs through your hands, chances are, you have OCD. When you watch out for cracks on the ground or pavement each time you walk for fear of being swallowed up by the earth, you probably have OCD.

2) General Anxiety Disorder (GAD)

When you are always afraid and restless for no apparent reason, and you are always at the verge of panic, you probably have a case of GAD. Some people, especially women, have this feeling and attribute it to their intuition. Many experts are of this opinion. However, if the anxiety is near panic accompanied by slight body tremors, it may be GAD.

3) Post-Traumatic Stress Disorder (PTSD)

When past tragic fears recur in your dreams, imaginations, and guilt, and cause anxiety that lasts for months and even years, it might be a PTSD. The tragedy may be brought about by war, rape, natural and unnatural calamities (flood, tornado, or accidents) that have embedded themselves in the subconscious being of the victim.

4) Somatoform Disorders (SD)

If you complain of an ailment or disease that may just be a result of your imagination, you may have SD. You think you really feel the symptoms of the ailment; but when the doctors test you, the results are negative. When you are afflicted with SD, you feel frustrated with having to suffer some ailment; when in fact, you don't have any sickness. You may even get irritated when people find nothing wrong with you.

All In The Mind

Remember that fears and phobias are all products of the mind. Fear is a feeling, but your mind is the one that tells your feelings to fear something or someone. When you have less thoughts or imagination to play with, fears would be kept to a minimum — just enough to make you take precautions as you proceed.

Fears are parts of life. You cannot run away from your fears forever. You cannot overcome them permanently. Once you overcome them, you will have to overcome them again — and even in greater measures the next time around. When you've grown to master your fears, they do not really disappear — they just become weakened by your powerful will and subjected to your able and expert management. Remember, you need healthy fear. Once you become an expert at anything, it feels as if you do not need to exert any effort in doing it. When your fears have been tamed like trained dogs, they begin to be like friends. Dogs you did not train and tame will prove to be fierce enemies.

With phobias, you can do the same. A phobia is treated by repeated exposure to the stimulus (or the cause) of fear until you overcome it.

See? The treatment process is really mind stimulation. It is all in the mind. By making phobias bow to you, you can even speed up the treatment. Learn to use your phobias to your advantage.

Understand that emotions and reactions (including fears and phobias) are all matters of the mind. These are often mere warnings of pain or trouble blown out of proportions. Then, they are transformed into monsters by your imagination. Imaginations can play very nasty tricks on you if you are not careful.

You must also realize that mobilizing your fears and phobias to positive use is not just about being brave. The power to rule over your fears and phobias entails a wise determination to surmount them, above anything else.

Perception

Fears and phobias begin with perception. Once a stimulus has a powerful first impression on you and it is retained in your mind, you begin to have an awareness of it. Then it is reinforced by further impressions so that you now have a perception. At times, a single but very potent impression produces an outright perception.

A waterfall is an awesome creation. You can be fascinated or frightened by it, depending on how you perceive it. If you see it as a scenic spot, you associate it with fun, adventure, and beauty. If you see it as a dangerous setting, you associate it with accidents, drowning, and tragedy. Yet, in reality, it is nothing but the action of freely falling water on rocks and the river below. It cannot mean harm on anyone because it cannot think and make such plans. It is an innocent flow of nature. It's being dangerous or fun really depends on people's perception of it.

Perceptions can change. A sea resort can be seen as excellent for swimming, surfing, and diving. Its shores are great for sun bathing. But if an earthquake strikes, killer tidal waves rise up, or a lost shark has attacked a swimmer in that

resort, people might begin to see that resort differently.

A schoolteacher can be so liked by students because of his intelligence, gentleness, kindness, looks, and athletic skills. Yet, if he does one slight but serious offense (ex: he was accused of making advances to a student), people might suddenly perceive him as a monster. Though he remains to be intelligent, kind, gentle, handsome, and athletic, the perception will change from a hero to a villain. This is also true the other way around. Bad impression can suddenly turn to a good one by a change in perception. The same intimidating person who wears scars on his face and tattoos on his arms can become so popular and loved by all if he turns out to be a hero. Thus, knowing fears and phobias — and all other reactions — depend on perceptions. We can easily work things out for our good by merely changing and relabeling our perception of things, people, and places.

Labeling and Tagging

Our minds put labels or tags on things, places, and people as we experience them. This is our perception of them. This labeling is how we recognize “brand names” or value, and tagging is how we “price” (tag price) their worth. As commodities can change labels and tag prices, so can our perception change in the way it perceives things – it is just a matter of training and programming the mind to a particular mindset. Most fears have labels and tag prices that we cannot afford. Well, let’s change their brand names and we can see that they are nothing but things you can choose to wear or take off. Now, how about putting your imagination to useful and positive work? Let’s identify some key players in a fear scenario.

PLAYERS IN A FEAR SCENARIO

1) Fearful or Timid People

What makes people fearful or cowardly? Outwardly, cowards are those who readily give up without a fight. They surrender even before the battle begins. Inwardly, they are those who let their negative emotions rule. Their minds seldom work effectively. If they do work, it is in submission to their emotions.

Cowards are those who fight a little and then give up altogether. The fighting is a mere show of bravado, especially if they see they could bluff their way to victory. But if some negative signs start to show up, they get discouraged all at once and quit. When something scary appears, the coward mind tells the emotions that the thing is indeed scary. The mind has been subjected to such negative thinking due to its repetitive failures in the past and subsequent victories of the emotions over it. The emotions then tell the mind to manufacture scary possibilities that can happen if further exposure to the danger or trouble is maintained.

2) Brave People

Brave people are those who are known to face up to any challenge, win or lose. Inwardly, they have their minds calling the shots and their emotions merely following suit. They feel slight fear, but their emotions shape up under pressure by their dogged minds. The emotions finally support their mind principles and their willpower operate in favor of their boldness.

Thus, brave individuals face any danger against all odds. Even in difficult situations, they still hang on fighting.

However, they may be emotional inwardly while keeping a bold front. They may also put up a fight no matter the consequence, not because their minds are above their emotions, but because they keep their pride from getting hurt. If brave people fight all out just to keep their egos intact, it is no longer out of mental determination, but of self-interest.

3) Wise People

On the other hand, wise people are those who use their courage with utmost wisdom. They do not show boldness for the sake of showing it — or worse, to boost their egos. They use it to their advantage. They have enough presence of mind to summon courage and apply it according to sound judgment. They do not scurry away from trouble; neither do they plunge headlong into the unknown. They don't deny their fears, and they may even have some phobias, but they put their fears to good use and make sure they are tamed.

How to Enjoy Your Fears

Be determined to use your fears and phobias to the extent of really enjoying them so that they become “user-friendly.” You can develop the ability to use your fears to your advantage. Remember, you are developing a life and character as you do these exercises — these are habit-forming. All these exercises mentioned are geared towards giving you a new and fresh outlook in life and the world you are in. Most fears breed in stale life perspectives.

These exercises will gradually give you a radical and positive outlook to dominate even the worst fears. Note: The fears aimed to be dominated by utilizing these habits include the negative fears and phobias.

1) Searching Habit

Wherever you are, try to observe what people around you are doing. If you are in the office or at home, stop what you are doing occasionally, and watch the people around you. If you are in an eatery, or a bus station, watch and observe details about people. What are they doing? What are they wearing? What are their mannerisms? What are they doing with their fingers, feet, legs, eyes, etc.? Search for truths

that come out of people during their unguarded moments. Just make sure that you do this unnoticed. Don't be obvious.

APPLICATION: This practices your awareness and presence of mind. This also trains you to know simple facts about people immediately around you. If you observe someone who often scratches his nose, ask yourself why he is doing that. Is it always itchy? Try to imagine reasons for the action. Small truths and facts about people often manifest without their awareness during unguarded moments. If you make this observation or searching process a habit, you will develop the ability to size up persons and situations, or know the reasons behind actions. Eventually, you will find this habit amusing. This is sometimes called caricaturing. You assign people to behavioral groups in your mind according to their character types.

2) Smiling Habit

Practice smiling whatever the circumstance, even when the going gets tough. Also, softly whistle or hum happy tunes as you keep up a good mood and do your daily routine. Do this wherever you are, even in public, in your vehicle or in the comfort of your own home.

APPLICATION: When pressures and tensions mount and troubles seem to be everywhere, or when somebody gets mad enough to harm somebody else, smile. Smiling releases a natural relaxant on your muscles, triggering a calming effect. When muscles are relaxed, the emotions tend to calm down a bit. Whistling or humming merry tunes adds to the relaxation. If you keep up this habit, it will lessen the shock when sudden terror or trouble appears. Make sure your smile is really a manifestation of your good and high spirits, and the happy tune is really felt in your heart. Enjoy your constant preparation for anything that may come up.

3) Predicting Habit

Always try to guess what people are up to, or what they are thinking. Try to guess what they had experienced in the past, and what they are doing or experiencing in the present. It's like a game of hit or miss. At times, you hit it correctly; at times, you miss. For instance, stare at acquaintances or colleagues. Watch their mannerisms, idiosyncrasies, personal preferences, weaknesses, and strengths. As you do this, be aware of what thoughts or pictures enter your mind as you stare at these people.

Then make some guesses about their past or present. Let's say, you notice that a person is irritable and inclined to complain. It seems that as you note these dominant traits in the person, the first thought that enters you is a crying child in a playground. Ask the person about his childhood days, especially his experiences with playmates. Without actually asking, take note if playmates liked him or if he was often rejected. If his accounts coincide with the pictures you saw in your mind, then you hit the jackpot. If not, then try better next time. Just let the person tell his story and check if your mental picture is accurate. Don't interrogate him or act like you are a clairvoyant.

APPLICATION: As you practice this with people, you will find that your mind can easily identify certain patterns in people that often lead to similar conclusions. The point is to gradually develop the skill to read people's thoughts and actions. By practice, you would get to a high level of sharpness in discerning people through identifiable patterns. Most people's lives are patterned similarly. Thus, many people are predictable. They can put masks on their faces, but their lives and body actions (or gesticulations) still show some patterns that

betray them. If you master this secret, you would find that influencing some people is easy. When you discover traits and behaviors of people, then you can act towards them accordingly and tame them. You already know what tickles their weaknesses, and what triggers their annoyance. You can then use this secret to take advantage of your fear of certain people. Your fear of strangers would become an adventure once you discover the excitement of accurately guessing their past and present, or their real personality. The real thrill comes in influencing the persons you fear. Think of what this can do to people you imagine being muggers, attackers, murderers, and other scary personalities out to get you. You can study them and ascertain if they are indeed, what they seem to be. Practicing this habit can be an enjoyable and exciting adventure.

4) Something-New Habit

Daily, try to do something new. If you never enjoyed watching soap operas before, try to watch one today. Take off all your biases and negative presumptions, and try to watch it sincerely. If you haven't been in a certain place — and you often hear about it from friends — visit it with a companion. If you know you are

poor in drawing so that you never tried it before, try to draw now.

APPLICATION: This attitude stretches your mind's ability to broaden its perspectives. Now, imagine trying many new things daily. The thrill you get from that would scare the fear out of you. Fear weakens considerably once you begin to have a bright look at life and enjoy it. New things are strong spices of life. Discoveries turn on the proverbial bulb in your mind. This enables you to see things truthfully. Seeing the truth sets you free. Fears will just be around you, but they will not be able to overpower you anymore — as long as you enjoy your life.

5) Just-Do-It Habit

Eliminate procrastination out of your life. Setting for tomorrow the things that you can do today, or doing things a minute later when you ought to do them immediately, often puts us into more troubles and deepen our slavery to fear.

Every day, make a list or program of all the important things you have to do and accomplish for the day. Then just do them. Finish them one by one. Make sure you scratch out of the list the

activities that make you idle, like watching TV, sleeping longer than usual, playing computer games, vain shopping, etc. Do include reading a good book. Take an afternoon nap. Make sure to do the chores you frequently avoid engaging in, and do favors for loved ones and friends.

APPLICATION: Quick response is the key to any rescue mission. The just-do-it habit will start you on your way to a very productive life. You will begin to enjoy a very useful life, with no time wasted, and much lesser time for negative imaginations of fears. Think of what sweetness it can add to your life when you start doing good things to your loved ones and friends.

6) Concentration Habit

The mind often wanders off while doing a task or activity. Most people can read while understanding nothing about what they are reading. As you do things, especially as you perform your list of things to do for the day, put all your focus on what you are doing.

An added exercise for this is to choose a very positive picture, like flowers for instance, and then close your eyes to focus on them. Do this before you go to sleep at night when your

surroundings are quiet. Don't let anything else enter your mind except the flowers — swaying in the wind, in a garden, in a forest, in their varieties, and in different arrangements. Then open your eyes, while still concentrating on the same objects. See with your mind, not with your eyes.

APPLICATION: This strengthens your mind's ability to focus on what is beautiful and positive. This also trains your mind to stay focused. As earlier said, fears are all in the mind. This exercise strengthens your mind to ignore negative things. The real benefit of this exercise is that you will begin to enjoy the ability to focus on what is beautiful and what refreshes you. You will also develop the habit of focusing and retaining in your memory only the positive things — like good encounters with people, places, and events. The point is that the more you fear a person, place, or situation, the more you must try to recall only the good in them.

7) Good Reasoning Habit

Make it a point to look for positive reasons for doing things. When you take out the garbage, say to yourself verbally "It is so good to take out the garbage to keep the kitchen clean!" If you

have to wash the car and clean its interior, say, “Clean cars reflect the clean people who ride them!” In everything you do throughout the day, declare the good reasons for doing them.

APPLICATION: Verbalizing positive reasons can do wonders to encourage and strengthen a positive mind. Power is exhibited when you hear yourself declaring what is right and reasonable. Once you feed yourself daily with this mental programming habit, the emotions will submit to reason. Thus, when fears come, you can start reasoning that fears only warn you to take extra precautions to abort bad things from taking place. Fears, in themselves, have no power to harm you in any way. They are present to help you. When you are caught in a building that is on fire, you can tell yourself “I am going to get out of here. There’s always a way out of everything. Of course, I’m nervous. I should be. This feeling gives me double ability to proceed carefully.”

8) Good Time Habit

As you list the things you have to do daily, program them as opportunities for a good time. If you have to take the garbage out, list it as a health activity. If you have to do a general

cleaning, list it as a home wellness activity. Always treat everything as things that are fun or enjoyable to do.

APPLICATION: Everything in life, even negative incidents, must be seen as good times. When you fear a certain place and avoid passing by it, you can take a detour, not a way to escape your fear, but to have a good time and enjoy other sights. Better yet, pass by a mall or grocery and shop for a while. Each time you avoid passing by that place you fear about, think of it as a shopping trip. From time to time, do pass by that place you fear about with some companions. Then also pass by the mall or grocery. This makes the whole travel, even to the feared place, a trip for a good time.

9) Waiting Habit

This is different from procrastination. Waiting is looking for a good chance for the right timing. Procrastination is simply idleness or timidity. Make it a life principle to always wait for your turn. Fall in line, no matter how long. When asked to wait, wait patiently without complaints or murmuring. Don't rush into things, but always wait for directions or instructions, the right timing, and the right procedure. When the

right instruction, time, or procedure comes, waste no time. Proceed!

APPLICATION: The point in all the waiting is to develop patience. Patience conquers many things. Mature patience gives wisdom to master your fears and doubts. They say practice makes perfect. Mature patience also makes you see the beauty in life.

10) Face Off Habit

In everything you do, assume that others are equal, if not better than yourself. In short, always be meek and humble. Come face to face with the person you really are. Do not assume a false self. Get rid of a false sense of superiority or perfection. This falsehood deceives you when you maintain that you have no weakness. So each morning face the mirror and talk to yourself, saying:

1. I have strengths and weaknesses.
2. I have bravery and fear.
3. Both bravery and fear are for my protection.
4. Real perfection is to acknowledge and master my bravery and fear.
5. I need the help of others, and they need my help.

APPLICATION: The first step to winning over your fears is to admit that you have them. If you pretend to be so brave as to have zero fear, you will never enjoy your fears. You would either be irritated or bothered by them. Too much anger is often a sign of irritated fear. When you finally get to admit the truth, then you can start to take the proper steps to use them to your advantage.

11) Keep Cool Habit

Whatever the situation; stressful or otherwise, keep your cool. Train yourself to like mellow music, non-agitating TV programs, movies, and even environment. Don't let yourself get caught being angry. In fact, train yourself to be unemotional. When something good or exciting happens, don't be too happy. Contain the emotion and keep it simple. Joy is experienced when you have great peace inside, and not too much ecstasy outside. Learn to use cool and positive remarks like "No problem," "Sure," "It's okay," "Good as done," "Don't worry," and the like.

APPLICATIONS:

1. The person you fear will be discouraged from harassing you further.

2. More problems are solved when you are calm because you are able to think clearly.
3. You avoid doing many wrong things.
4. Keeping cool gives you lots of confidence; both inward and outward.
5. The cool look is a tough look.
6. Keeping cool restores courage.

12) Lighter Side Habit

Always look at the lighter (and brighter) side of things. This mainly includes keeping your sense of humor active. Laughing at your fears is the best way of using them. Exercise your fear-dominating capabilities by sometimes watching sad, frightening, or violent TV programs or movies. Better yet, read books of the same nature. Now, instead of reacting in accordance to the nature of the program or book, look for things to laugh at. Most people who have tried doing this have found the exercise so amusing. It is something everybody should try to do.

So, when you see in the show a serious hostage situation, laugh at the villains. Transform them in your mind as silly clowns trying to look scary. If you are watching a car chase or a manhunt, imagine that they are really trying to race each other to get to the toilet first. If it is serious

drama, put off the volume and imagine them crying and arguing over a piece of candy. You can also make fun of your fears by drawing them and making them look funny. For instance, if you fear dead bodies, draw a morgue or cemetery with the dead doing a tap dancing number or a ballet dance, or wearing bikinis. If you find zombies in movies so scary, try to imagine them (draw them in your mind) playing the part of Julie Andrews in “The Sound of Music,” or something like that. You can do the same to your hotheaded boss or professor who’s after your neck. When he gets to scold you hard, you might not be able to control your giggles.

APPLICATION: When you can laugh at your fears you have truly learned the secret of enjoying them. When danger occurs in real life, think of something funny to tell yourself. This loosening effect enables the mind and body to be more alert. You’ll soon notice that the more fearful your experiences are, the more fun they are.

13) Sweet Talk Habit

Research how to communicate politely. There are good books on public relations in the market. There’s always a nicer way of saying

things. Practice them regularly in front of the mirror. Then apply them in actual situations, whether with pleasant or difficult people. Make this a lifestyle.

APPLICATION: A positively motivated sweet talk can influence even the most fearsome people on earth. By sweet-talking a person, you are making him agree with your views without being obvious. It often appears that you are the one agreeing with him. When you are very gentle and sincere in the way you talk, you can easily persuade or dissuade people, even the most unreasonable ones. Then imagine the joy of influencing and convincing the people you fear. It's like Dr. Frankenstein being able to control the deadly monster he has created.

14) Self-Rewarding Habit

Make it a habit to treat yourself with simple rewards. Do something challenging with the promise that you will reward yourself when it is accomplished. For instance, if you fear darkness, keep yourself in a very dark room alone for 30 minutes. When it is done, give another 30 minutes. Tell yourself that instead of just a cone of ice cream for the first 30 minutes, you will treat yourself to an appetizing buffet if you

accomplish it in an hour. If you fear open high places, climb up a 5-storey building then look outside a window. Then climb up another five steps and look outside a window, with the promise that you will buy yourself a new shirt or dress. Then climb another five steps, and treat yourself with new shoes once you've accomplished it.

APPLICATION: Winning over your fears means facing the truth. Truth alone can cure fears. As you reward yourself whenever you expose yourself to truth, re-education happens. As you expose yourself to your fears and get rewarded for the bravery, a deep learning happens. This way of winning over your fears enables you to enjoy your fears as you master them.

Conclusion

Fears are parts of life. Some fears help us, but most fears pester us. The main conclusion is that you must identify what fears help you, and keep them under control. The fears that pester you must be kept at bay and, if possible, eventually eradicated. However, effective removal of harmful fears takes time. During the time you are learning on how to get rid of them, you can use them rather than let them continue to use you. What can be more welcoming than making even your worst fears “user-friendly,” while you figure out ways to throw them out of your life? Enjoying your fears is the best way to dominate them. The worst scenario is to be living with fears that constantly keep you in their control.

Radical living is a radical spice of life. It frees us from boredoms and fears. If you want the techniques in this book to help you dominate your fears, you have to prepare to change radically. Enjoying your fears is a radical concept. It is seldom brought up as a solution to fears and phobias, but it can be very effective.

Evil fears must end in your life. But make sure that you don't also kill the good fears along with

them. Remember, you are in charge of your own life. Only you can trigger a positive change. Make a stand to eliminate your fears one at a time, and the reward will be a much happier life.

Thank you for reading.

Kerry's Recent Publications

The Complete First Chapter Series

Moving on from what's been holding you back in life

After eliminating the negativity from his first chapter Kerry Girling chose to enlighten himself on a spiritual journey which led him into a much happier next chapter of his life. Through spiritual guidance he sought out answers to some of the most profound questions in life. Kerry delves deep explaining how he found abundant happiness through acceptance and how you can easily apply it into your own life to become a happier person. The Complete First Chapter series ties in all relevant life lessons from all of his motivating books in the series. This book will help you achieve more happiness in all areas of your own life.

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Kerry Girling has traveled the depths to motivate, inspire and encourage people of all ages. His passion is inspiring teens, parents, adults and anyone who has an interest to succeed. Through his inspiring Amazon Bestselling books, films and documentaries and motivational speeches he has encouraged over one million.

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