

Accept responsibility. Be the master of your destiny rather than outsourcing your responsibility to others.

**Find your purpose.** When you do something for satisfaction rather than reward, the reward is often the satisfaction of doing it.

Live with honor. Do what's right, not out of fear of getting caught, but because your integrity matters.

Be reasonable. Strive for excellence, not perfection. Excellence is more than sufficient.

Develop trusting relationships. Surround yourself with people who bring out the best in you.

Make everyone a winner. Focus on win-win relationships rather than on winner-take-all.

Be thankful. Find your happiness, not by seeking more, but by appreciating what you already have.

**Strive for balance.** Enjoy the journey as well as the destination. Happiness is not a matter of intensity but of balance.

Learn to say "no." Make your priorities a priority.

Live in the moment. Leave the past behind.

**Unclutter your world.** Take a load off your mind. Don't allow fear, guilt, worry, envy, and anger to weigh you down.

Control what you can. Keep things in perspective. You can't control the uncontrollable, but you can control how you respond to it.

Be true to yourself. Reach for the stars and be proud of your achievements, but also take pride in the way that you achieve them.

**Build good karma.** Give of yourself, not because you expect something in return, but because witnessing others' happiness is, by itself, a worthy reward.

Hold your head up high. If you don't believe in yourself, why should anyone else?

