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Personal Operating Principles

By Louise Morganti Kaelin

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Many years ago, inspired by Steven Covey's '7 Habits of Highly Effective People' I created a personal mission statement. In order to fulfill that mission, I also developed a set of 'Operating Principles'. I think of these operating principles as the yardsticks by which I know how closely I am living that mission. Although these are very personal, I choose to share them hoping to inspire you to develop your own.

1. I RECOGNIZE GOD IN EVERYONE.

I unconditionally love and accept others, and in so doing I unconditionally love and accept God and myself. I respect, without judgment or reservation, the beliefs and decisions of others as well as their right to those beliefs and decisions.

2. I WALK WHAT I TALK.

All of my actions are in harmony with my innermost beliefs and values. I keep all commitments I make to myself and others.

3. I SEEK EXCELLENCE IN ALL I DO.

I approach every aspect of my life with the sincere desire to do the very best I can, using the appropriate combination of skills, talents and resources to produce superior results.

4. I INSPIRE THROUGH EXAMPLE.

I use all of the love, talent and wisdom within me to maximize my potential and to experience life as a rich tapestry, full of love, joy, wonder, abundance and mystery.

5. I EMPOWER THROUGH LOVE.

I use all the love, talent and wisdom within me to serve others by helping them uncover the wisdom, strength and power within themselves. I give each person what they need

in whatever form they are most comfortable receiving it. I am able to impact every—larger groups of people while maintaining time and space for me.

6. I ALONE AM RESPONSIBLE FOR MY LIFE.

I gracefully accept the responsibility for everything present in my life today and graciously claim the power to create everything in my life tomorrow. I employ my imagination, conscience, independent will and self-awareness to create a joyful, harmonious and integrated life. I recognize my greatest power as being the freedom to choose, in every situation. I consciously, proactively determine the best alternative and most appropriate response, basing my decisions on conscience educated by principles.

7. I EMBRACE THE JOURNEY.

I interpret all of life's experiences as opportunities for learning, growth and contribution. I choose to move without faltering on an upward spiral of growth and change, improving continuously. I desire at all times to be free of limitation.

8. I HONOR MY SPIRITUAL SELF.

I am a clear and open channel for God's divine peace, love and light. I carry the inner peace of being connected to God's abundance and energy into every moment of my life.

9. I HONOR MY PHYSICAL SELF.

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I am a radiant expression of God. I am perfectly attuned to the needs of my body and joyously respond to those needs. I nurture myself with healthy food, rest, exercise and relaxation. My life is full of grace, comfort and cleanliness. I enjoy financial security. I recognize that material abundance is a manifestation of the richness of my true self and does not represent a choice between having and being.

10. I HONOR MY EMOTIONAL SELF.

In all relationships, I freely give and graciously receive love, nurturing and support. Honesty is the cornerstone of all my relationships. I enjoy a warm, loving relationship with a principle-centered person who cherishes me. Our relationship is based on sharing, and choosing to share,

our lives, our time and our space with each other.

11. I HONOR MY MENTAL SELF.

I seek to constantly expand my knowledge and awareness of life by regular exposure to new thoughts, ideas, people and places. I explore the world, joyously and without fear.

(c) Louise Morganti Kaelin. Louise is a Life Success Coach who partners with individuals who are **READY** (to live their best life), **WILLING** (to explore all options) and **ABLE** (to accept total support). Find many free resources to assist you in living the life of your dreams at <http://www.touchpointcoaching.com> For her free newsletter of insightful, practical suggestions for creating your best life, email <mailto:on-536@ezezine.com>

Three Key Networking Principles for Women Professionals

By Michelle Goodwine

In order to break through the glass ceiling and reach gender equity, there are several key strategies that women professionals must adopt. One such strategy is networking.

There is no doubt that women, like men, need others' help to achieve our goals. Very few of us have gotten where we are in our careers without someone's assistance. Honestly we must admit that we may have been hired for a job because of whom we knew. And for us women entrepreneurs, much of the business we receive is through our personal contacts.

Networking Defined

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So what is networking? According to "The Networking Book" by Jessica Lipnack and Jeffrey Stamps, "Networking is people connecting with people, linking ideas and resources." The book "Power Networking, 55 Secrets for Personal & Professional Success" states that networking is not: 1) Selling; 2) Using people for your gain; 3) Coercing or manipulating someone to do what you want; 4) Putting friends, neighbors, associates on the spot; or 5) Badgering people about your business.

Three Key Networking Principles

Based on these definitions, what should women professionals keep in mind when networking? The following three principles should guide every woman's networking approach:

1. Establish Relationships with Network

When trying to "connect" with people, try to find areas of common interest -issues, ideas or activities that you share in common with the other person. Effective networking is not a "one-shot" deal. True networking requires establishing a long-term relationship with someone. And the best way to do that is to find out about that individual on a personal and business level.

2. Be Honest about Your Intentions

State why you are contacting an individual for help. Do not say you would like to conduct an informal interview if you are actually trying to get a job offer from the meeting rather than information. Your honesty will result in people be more willing to assist you.

3. Reciprocate

Networking is a two way street. So if someone has assisted you, make it a priority to help her down the road. However, do not expect something for someone just because you did something for her. Sometimes that person may not be in the position to help you. However, personally I believe that if you help someone out of the goodness of your heart, it is the "order of the universe" that someone will help you one day. And remember, it has been said, that it is better to give than to receive.

These three key principles have one common element - treating people with respect. By applying these principles, we can enrich our lives professionally and personally.

Michelle Goodwine is President and Founder of Integrated HR Strategies, the only African-American, woman-owned strategic human resources consulting firm in the country. For more information about her company's services, visit

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www.michellegoodwine.net for information about her professional speaking experience or e-mail her at michelle@michellegoodwine.net. Copyright © 2004 Integrated HR Strategies. All Rights Reserved.

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The Lies We Live By

Selling With Principles — NOT Plungers

No Operating System

Don't Upgrade Operating Systems!

DOS Made Easy

Disaster Preparedness and Crime Protection Manual

How to Use Your Mind for Study

WebSite TollBooth – Analyze Your Web Traffic like Never Before!

30 Powerful Business eBooks



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