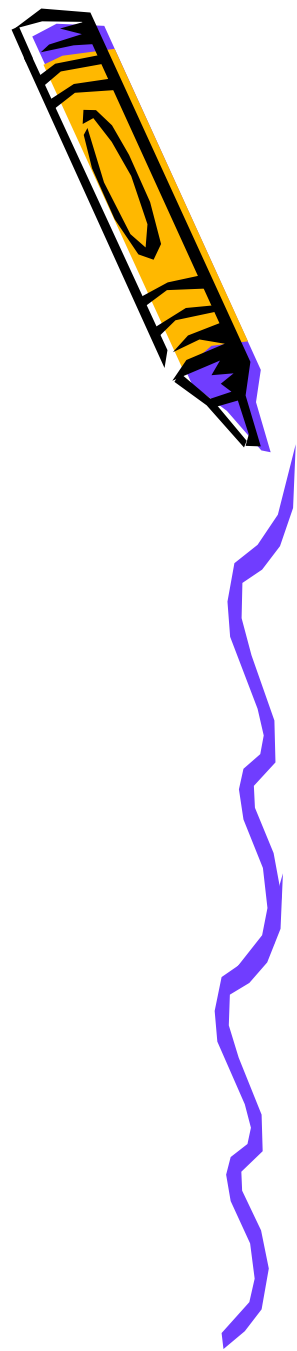


Fundamental Principles for Overcoming Worry

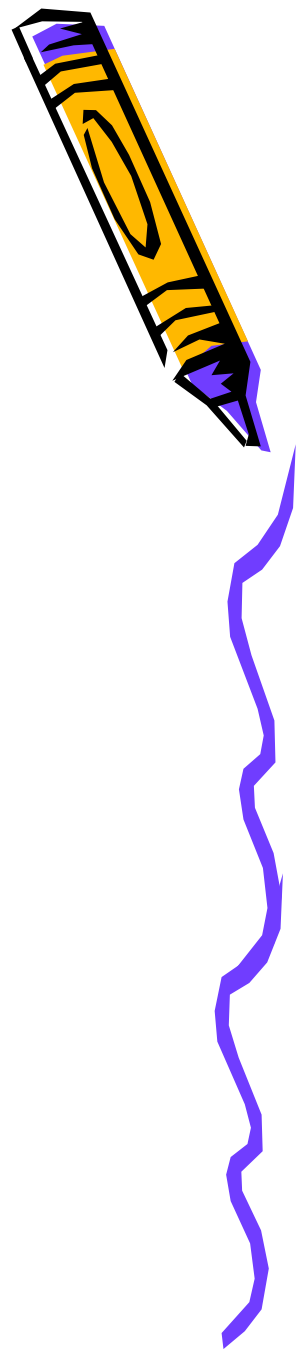


1. Live in “day-tight compartments.”
2. How to face trouble:
 - a. Ask yourself, “What is the worst that can possibly happen?”
 - b. Prepare to accept the worst.
 - c. Try to improve on the worst.
3. Remind yourself of the exorbitant price you can pay for worry in terms of your health.



Source:
“How to Stop Worrying and Start Living” by Dale Carnegie

Basic Techniques in Analyzing Worry

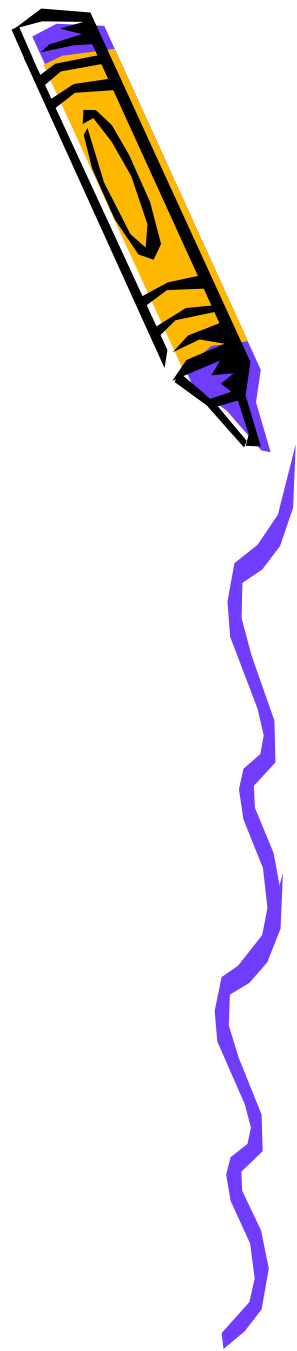


1. Get all the facts.
2. Weigh all the facts – then come to a decision.
3. Once a decision is reached, act!
4. Write out and answer the following questions:
 - a. What is the problem?
 - b. What are the causes of the problem?
 - c. What are the possible solutions?
 - d. What is the best possible solutions?



Source:
“How to Stop Worrying and Start Living” by Dale Carnegie

Break the Worry Habit Before it Breaks You

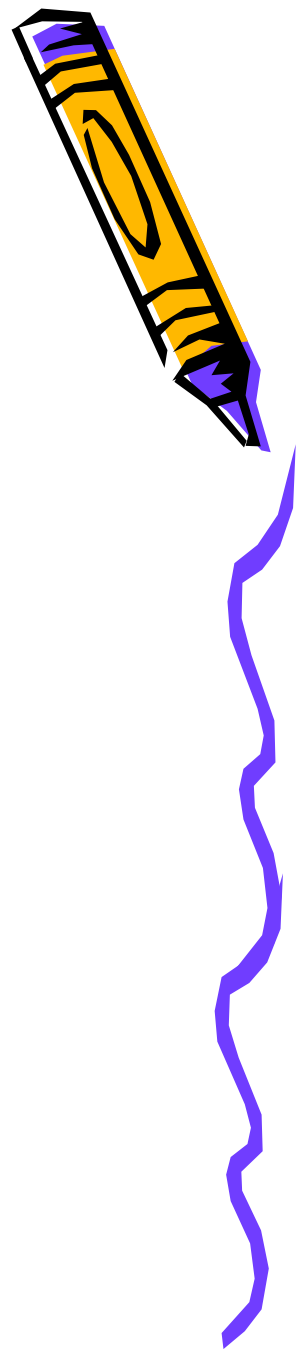


1. Keep busy.
2. Don't fuss about trifles.
3. Use the law of averages to outlaw your worries.
4. Cooperate with the inevitable.
5. Decide just how much anxiety a thing may be worth and refuse to give it more.
6. Don't worry about the past.



Source:
"How to Stop Worrying and Start Living" by Dale Carnegie

Cultivate a Mental Attitude that will Bring You Peace & Happiness

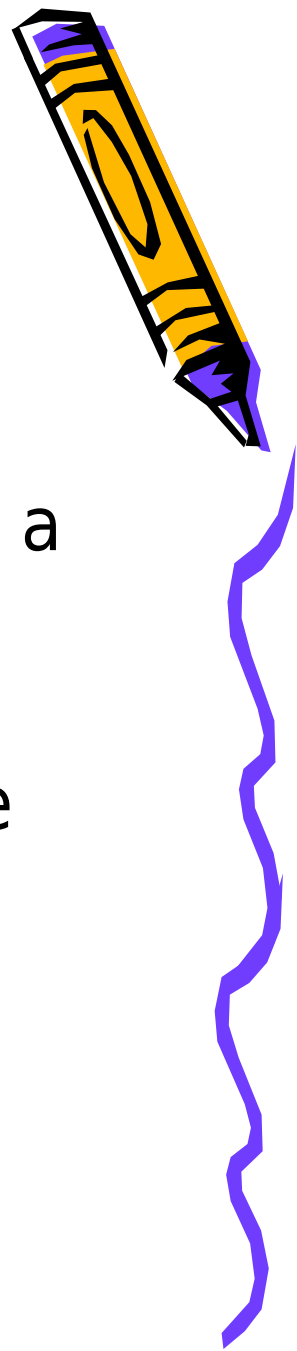


1. Fill your mind with thoughts of peace, courage, health and hope.
2. Never try to get even with your enemies.
3. Expect ingratitude.
4. Count your blessings - not your troubles.
5. Do not imitate others.
6. Try to profit from your losses.
7. Create happiness for others.



Source:
"How to Stop Worrying and Start Living" by Dale Carnegie

Don't Worry About Criticism



1. Remember that unjust criticism is often a disguised compliment.
2. Do the very best you can.
3. Analyze your own mistakes and criticize yourself.

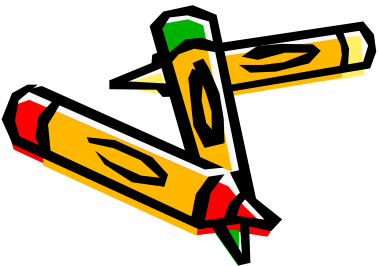


Source:
"How to Stop Worrying and Start Living" by Dale Carnegie

Prevent Fatigue & Worry; Keep Your Energy & Spirits High



1. Rest before you get tired.
2. Learn to relax at your work.
3. Protect your health and appearance by relaxing at home.
4. Put enthusiasm into your work.
5. Don't worry about insomnia.



Source:
"How to Stop Worrying and Start Living" by Dale Carnegie

Apply these 4 Good Working Habits

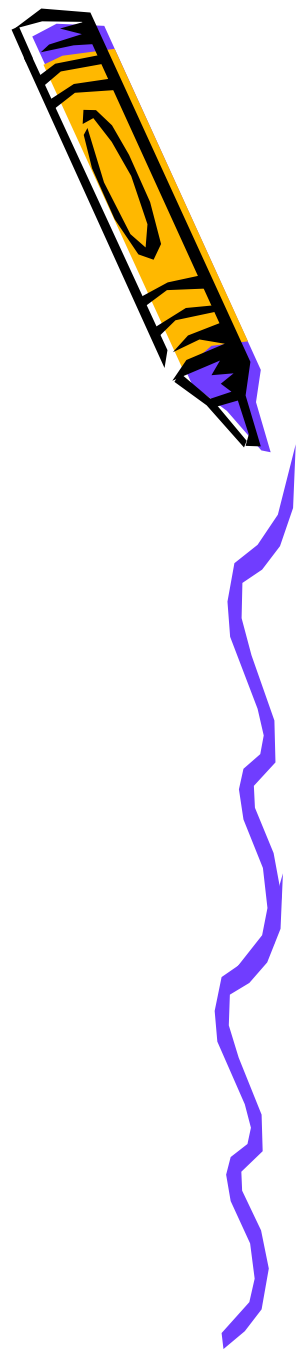


1. Clear your desk of all papers except those relating to the immediate problem at hand.
2. Do things in the order of their importance.
3. When you face a problem, solve it then and there if you have the facts necessary to make a decision.
4. Learn to organize, deputize, and supervise.



Source:
"How to Stop Worrying and Start Living" by Dale Carnegie

The Perfect Way to Conquer Worry



PRAY



Source:
"How to Stop Worrying and Start Living" by Dale Carnegie