

CONVERSATIONS

The next time someone asks you “How are you doing?” scan for something positive and specific to share, instead of just automatically replying “I’m fine,” or worse, “I’m tired.”

MEETINGS

Begin your meeting by recognizing a staff member who’s done something great lately and helped make others’ jobs easier, or consider sharing some positive recent achievements of the company.

EMAILS

It can be hard to determine tone in emails without visual cues, so adding in “Hi,” “Hope you’re doing well!” or an upbeat subject line can go a long way towards conveying a positive mood.

USE THE POWER LEAD

The POWER LEAD is a positive, optimistic, inspiring beginning to a conversation or other communication that sets the tone for the ensuing social script.

- MICHELLE GIELAN -

REPORTS

Highlight the wins to date and convey the goal of the report in a positive manner, right at the beginning.

CHILDREN

Help them learn to scan for the positive by asking, “What’s something great that happened at school today?”

STARTING YOUR DAY

Kick-off your morning right by having your alarm be your favorite music, instead of your usual buzzer, or post positive affirmations in plain view for you to read while you’re getting ready.

