Ventrax Be Time Wise



"KNOW THYSELF" was written on the forecourt of the Temple of Apollo at Delphi. Legend tells that the seven sages of ancient Greece, philosophers, statesmen and law-givers, who laid the foundation for western culture, gathered in Delphi to inscribe "know thyself" at the entry to its sacred oracle. The adage subsequently became a touch-stone for western philosophers, and extended its reach as the influence of Greek philosophy expanded. This site gathers its most profound expressions and elaborates on their meaning.

SELF-KNOWLEDGE IS ALL-ENCOMPASSING. It is the highest form of knowledge, surpassing all other knowledge. Self-knowledge is also timeless, which means that what is gained in one era, benefits all subsequent generations.

"THE ESSENCE OF KNOWLEDGE IS SELF-KNOWLEDGE," claimed the Greek philosopher Plato. Centuries before him, the Hindu Upanishads confirmed, "Enquiry into the truth of the Self is knowledge."

"Can one know oneself", "Is one ever somebody?" "When will I ever see that Am that I Am?" lamented the poet Rumi. Scores of poets and philosophers dedicated their lives to inquiring about the Self, seeking its elusive mysteries, digging deep to unearth that hidden stone without which all construction would be futile. Some attained remarkable results, attested to by the legacy of their works. Others never found an end to their quest.





KNOW YOURSELF

In Ancient Greece, the philosopher Socrates famously declared that the unexamined life was not worth living. Asked to sum up what all philosophical commandments could be reduced to, he replied: 'Know yourself.'



QUESTION!

What are the dangers that come with a lack of self-knowledge? What do we in fact need to know about ourselves? How do we come to learn such things? Why is self-knowledge difficult to attain?

When we speak about self-knowledge, we're alluding to a particular kind of knowledge – generally of an emotional or psychological kind. There are a million things you could potentially know about yourself. Here are some options:

- 1. On what day of the week were you born?
- 2. Were you able to pick up a raisin between your fore-finger and thumb when you were five months old?
- 3. Are you more an introvert or an extrovert?
- 4. How does your relationship with your father influence your career ambitions?
- 5. What kind of picnic person are you: morning or evening?

Most of us would recognise that questions 3 and 4 are ones worth knowing; the others, not so much.

In other words, not everything that we can know about ourselves is all that important to find out.

Here we want to focus on the areas of self-knowledge that matter most in life: the areas concerned with the inner psychological core of the self.



The key bits of self-knowledge we'll be interested in are:

- ✓ What Kind Of Person Are You Characteristically Attracted To In Love
- ✓ What Difficult Patterns Of Behaviour Are You Prey To In Relationships
- ✓ What Are Your Talents At Work
- ✓ What Problems Do You Have Around Success/Failure
- ✓ How Are You About Feedback
- ✓ What Do You Do When You Have Been Frustrated By Life
- ✓ What Kind Of Taste Do You Have
- ✓ Can You Distinguish Between Your Passing Bodily-Based Emotions And Your More Rational Thoughts



WHEN IT CONCERNS WORK

There are many ways in which a shortfall of self-knowledge is an obstacle to flourishing around work:

- ✓ We only have a few short years in which to come up with a convincing answer about what we want to do with our lives. Then, wherever we are in the thought-process, we have to jump into a job in order to have enough money to survive or appease society's demands for our productivity.
- ✓ Without self-knowledge, we are too vague about our ambitions; we don't know what to do with our lives and because money tends to be such an urgent priority we lock ourselves into a cage from which it may take decades to emerge.
- ✓ We are too modest: we miss out on opportunities: we don't know what we are capable of.
- ✓ We are too ambitious: we don't know what we shouldn't attempt. We lack a clear sense of our limitations, wasting years trying to do something we're not suited to.
- ✓ We don't grasp the ways in which we are difficult employees or bosses. We might among other problems be crazily defensive, or resistant to trusting anyone or too eager to please.
- ✓ We don't perceive our hidden attitudes to success and failure. It may be that we see ourselves (wrongly) as not cut out for the bigger roles or when things start to go well, we become manically prone to make a blunder. Perhaps we're unconsciously trying to avoid rivalry with a parent, or a sibling by tripping ourselves up. Family dynamics have an enormous, subterranean influence on how effectively we operate at work.

Negative thoughts drain you of energy and keep you from being in the present moment. The more you give in to your negative thoughts, the stronger they become.

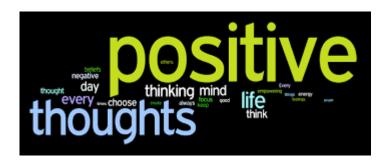
That's what one small negative thought can turn into: a huge, speeding ball of ugliness. On the contrary, a small positive thought can have the same effect blossoming into a beautiful outcome.

The word 'belief' is defined in the dictionary as 'confidence in the truth or existence of something not immediately susceptive to rigorous proof.' But if we examine the origin of the word, we find something far more interesting. This word can be broken down into two separate terms: 'be' and 'lief'. 'To be' simply means to exist or to live. The word 'lief'

originates from an Indo-European word 'leubh' meaning 'love'. The combined word 'belief' now takes on a whole new meaning, which is simply 'to be in love'.

Beliefs do not necessarily represent what is true or factual. Our beliefs are based on perceptions of reality, which are shaped by our experiences and culture. The power of each belief or thought stems from within the individual believer. In this sense, whatever you believe in your heart to be true is a reality in your life. As a result, you then attract events, experiences and people in your life to match your 'loves' or 'beliefs'.

Optimistic thoughts become optimistic beliefs, leading to an optimistic attitude even during dire circumstance in life. This then triggers a chain reaction: the man finds a job, and he is well liked for his optimistic attitude and hard work. He believes he will succeed, and so he attracts supportive people in his life as a result of his positive attitude, affording him more opportunities for success.



In the past twenty years, positive thinking has been acknowledged by mainstream psychology, and is called 'positive psychology'. It focuses on enriching the lives of ordinary human beings. It complements traditional psychology, as the emphasis is placed on personal growth and happiness instead of the negative aspect of mental illness and phobias. It is a scientific approach to the integration of positive thinking into our attitudes and beliefs, thus attracting positive outcomes. It also supports the paradigm of the laws of attraction and heartfelt beliefs. It is not enough to just think the thought; we must feel it, believe it, love it, live it and even transcend it.

Positive thinking, transformed into positive beliefs, can be powerful in shaping our life, mind, heart and character. Scientists are now studying this concept in many fields — genetics, medicine, psychology, biology and quantum mechanics. A mere two-page article cannot even begin to summarize these efforts and the myriad of research publications that investigate the above-mentioned, yet intangible concepts. *How do you measure the power of belief or positive thinking?* But sure enough, we are finding ways to study it, measure it and then integrate it into our lives.



HOW TO ORGANIZE YOUR LIFE: 10 HABITS OF REALLY ORGANIZED PEOPLE

Really organized people are not born organized people. They have to cultivate healthy habits, which then help them to stay organized. Here are the essential ten habits they use to keep their lives in order:

1. WRITE THINGS DOWN

We all know someone that remembers every birthday and sends cards for every holiday. It's not magic and they don't use memorization. Trying to remember things will not help you to stay organized. You should try writing things down.

A pen and some paper is our way of remembering things externally, and it's much more permanent. You can also use a computer or a smart phone. You will only further complicate your life by trying to contain important dates and reminders in your head. Write down everything: shopping lists for groceries, holiday gifts, home decor, and important dates like meetings and birthdays.

2. MAKE SCHEDULES AND DEADLINES

Organized people don't waste time. They recognize that keeping things organized goes hand-in-hand with staying productive. They make and keep schedules for the day and week. They make deadlines and set goals. And most importantly, they stick to them! Similarly, by living a cluttered lifestyle, you will not have the time or space to make your deadlines or achieve your goals.



3. DON'T PROCRASTINATE

The longer you wait to do something, the more difficult it will be to get it done. If you want your life to be less stressful and less demanding, then organize as soon as you can. Putting in the effort to get things done as soon as possible will lift the weight of you from doing it later.



4. GIVE EVERYTHING A HOME

It's easy to get lost if you don't have a home. Keeping your life organized means keeping your things in their proper places. Organized people keep order by storing things properly and by labelling storage spaces.

Make easy-to-access storage spaces for things you use all the time, and don't let your storage spaces get cluttered. Be creative about finding places for things. In addition, as a BIG NO: never label a storage space as "miscellaneous!"

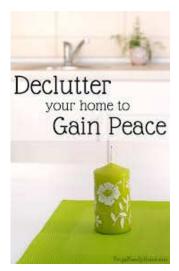
5. DECLUTTER REGULARLY

Find time each week to organize. Highly organized people make sure they find time every week, or more, to organize their things. Stuff does not stay organized on its own; it needs to be reorganized continuously and consistently.

6. KEEP ONLY WHAT YOU NEED

More stuff means more clutter. People who live organized lives only keep what they need and what they really want. Having fewer things also means that you enjoy those things more and feel better about using everything you own, rather than letting half of what you own collect dust.

Have you ever felt like you don't have the space to keep all the stuff you own? Instead of renting a storage unit or buying a larger home, get rid of some things.



7. KNOW WHERE TO DISCARD ITEMS

Do whatever you can to get rid of stuff. Less stuff means less clutter. Donate to thrift stores. Sell on eBay. Take a trip to the recycling center. Set up a garage sale. Find a place to get rid of your things. As an experiment, choose one space in your house to purge. Go through shelves, drawers, and boxes. Everything you find that you don't need, set aside. Make a pile of things to maybe keep, which you can go through later and a pile of things to discard now. Then find a way to kick those things out the door immediately.

8. STAY AWAY FROM BARGAINS

You have removed the things you don't need. Will you replace them when you see something on sale? Instead of bargain shopping without planning ahead, write down exactly what you need and buy only those items. Organized people do not give in to false advertising. Items on sale will only produce more clutter.

9. DELEGATE RESPONSIBILITIES

A really organized life is not overfilled with responsibilities, meetings, and deadlines. In fact, it has less because things that create stress have been slowly organized out.

As an experiment, look at your to-do list or make one. Go through the list and find one task that you can remove from your list or give to someone else. Now feel the stress of having to do it fall away.

10. WORK HARD

Put in a little effort. Actually, put in a lot of effort when necessary. Once you have delegated responsibilities and made a schedule, then you can organize what you have to do and when you can do it. Staying organized is not all a breeze. It requires that you work hard with recognition that when you work harder, you can enjoy your clutter-free home life later. As an experiment, work harder when you feel like giving up today.



SELF DEVELOPMENT SEMINAR

TOPIC for December, 2016

Not Just For The Military: Leadership By Example

Pate: 7th December 2016

VENUE (MALAYSIA)

Banker's Club Kuala Lumpur (Amoda Building) Jalan Imbi (Opposite Berjaya Times Square)

<u>Time</u>: 6pm – 8pm

Timely Inspiration

The average person works about 1600 hours a year. That means that each wasted hour for one person costs RM 30 for someone earning RM 48,000 a year. And as salary goes up, so does the cost of wasted time. Just imagine: the cost of ten people in a two hour meeting with no objective would waste RM 600. How many meetings do you have in your workday?

Instead of thinking of how we can get more time, we need to focus on how we can use time better. I



strongly believe that individuals and corporations must increase their productivity so that more can be obtained within the limited time that they have.

(Extracts from "How long can you wait for results")

DRESS FOR SUCCESS

The term "dress for success" was first used by author John Malloy in the 1970s in his book by the same name. The phrase has come to mean paying attention to your clothing, personal care and general appearance in an effort to make a good first impression. While this typically applies to a job interview, it also relates to looking professional on the job as a means to advancement and success.



It's easy to accept this statement as a cliche that has lost the power of its meaning. But paying attention to the reasoning behind the phrase will help you tremendously. Here are three reasons it's as important to dress for success today as it ever was.

1. It's been proven that people who dress well are treated with more respect

When you're applying for a job, or a promotion, respect from those in the position to hire you is the key. Without it, you'll likely be overlooked and someone who has gained the respect of the higher-ups will land the job.

Like it or not, most of us carry subconscious thoughts about what is acceptable or not especially in the workplace. When given the choice between a well-dressed applicant and one in sloppy clothes with unkempt hair, an employer will choose the former... hands down.

2. In a job search class awhile back, the instructor made the comment that applicants should dress a level above the job for which they're applying

While this sounds like an unreasonable demand, it makes sense. Dressing above the level of the job presents you as a valuable commodity. One the company would be lucky to have. Not as someone who is in desperate need of a job, which can be a turn-off.



3. Dressing for success presents your true potential

It's like putting your "best foot forward." And when hiring managers are considering applicants for a position, every competitive edge matters.

While dressing for success alone isn't enough to land you a higher paying job or better position, without it, you're much more likely to fail and NOT receive the job or promotion. Helping a hiring manager to see your value is the key. If it can be done just a little bit better by the way

you dress, doesn't it make sense to use your appearance to your advantage? In a competitive job market, you need all the help you can get to land the best pay and most responsible position.

HOW TO BE A PLEASANT PERSON?

Pleasant people tend to be happier, not to mention more enjoyable to be around. In fact, happiness that is facilitated by pleasant interaction with one another is one of the greatest contributing factors to people's assessment of their own well-being, not to mention their overall satisfaction with their lives. Start taking steps to develop behaviours that will increase the quality of your social interactions, and you'll soon become a source of pleasantness in your own and others' lives.

- 1. Making Simple Changes to Convey Positivity
- 2. Perform simple acts of kindness whenever possible
- 3. Point out the little things that you enjoy
- 4. Bite your tongue more often
- 5. Allow yourself to smile
- 6. Articulate your thankfulness
- 7. Give genuine apologies
- 8. Listen first
- 9. Laugh readily
- 10. Compliment readily





Failure will never overtake me if mv determination to succeed is strong enough

"Life isn't about finding yourself. Life is about creating yourself"

- George Bernard Shaw -