VENTRAX VIEWS E - M A G A Z I N E

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BETIME VISE

WHAT IS PERSONAL DEVELOPMENT?

LEARNING FOR PROFESSIONAL DEVELOPMENT

9 POWERFUL QUESTIONS THAT WILL CHANGE YOUR FINANCIAL LIFE

PERSISTENCE

HOW TO DEVELOP PERSISTENCE





















What is Personal Development?

Personal development is the pursuit of developing, honing and mastering the skills that help us become the best that we can, with all that we have. It is the reaching for and realizing of our full potential as human beings. We all want to live full, productive lives, but sometimes, we just don't know where to begin. There is so much information 'out there' that it can be overwhelming and hard to sort out. Depending on the problem, what seems to work for one person, may not necessarily work for everyone. There are so many different programs, strategies and techniques, that it's hard to chose the right one. One thing, however, is certain. If we want to accomplish anything in life and realize our full potential, we must have some skills - in this case life skills.

In order to excel at a job, a sport, or any discipline, a person must acquire and master certain skills. Living life fully and productively is no different. Furthermore, possessing life skills enables you to deal with the life's inevitable difficulties and adversities more effectively. It lessens your chances of overusing prescription drugs, engaging in addictive behaviors and experiencing overall despair and hopelessness. When you have the proper tools and strategies at your disposal, you have more control over your life and are therefore happier and more productive.

Where do you begin?

You begin by establishing a firm foundation. That foundation is "you". You must know who you are, what you want, and what you are capable of. You must then determine which values, goals and principles you will set up to guide your actions.

Learning about and applying the 9 Essential Life Skills will help you:

- Know and understand yourself better
- · Live life more consciously and deliberately
- · Attain personal satisfaction and fulfillment.

Often, the hardest part in any endeavor is getting started, however once you do, there is a surprising snowball effect. You will begin to feel good about what you're doing and you'll want to continue. You will strive to keep improving and you will aspire to become the best you that you can. As you continue on the journey of personal development, you will become aware that there is so much more knowledge and information to be discovered and uncovered than you ever thought possible - knowledge about yourself, knowledge about others, knowledge about life and the world around you. According to Aristotle:

"All men by nature desire knowledge."

Personal Development Is About Desiring And Pursuing Knowledge

Learning for Professional Development

Being well-educated is not necessarily the key to employment. Although qualifications may get you an interview, actually getting the job can take a lot more. Employers are looking for well-balanced people with transferable skills. This includes the ability to be able to demonstrate that you are keen to learn and develop.

If you do find yourself unemployed then use the time wisely. Learning something new can pay-off with new opportunities which might not otherwise have arisen. While you are employed, take advantage of training, coaching or mentoring opportunities and work on your continuous professional development as you will likely become better at what you do and more indispensable to your current or future employer.



Putting the time in for extra learning brings its own rewards.

It means we can get more personal satisfaction from our lives and jobs as we understand more about who we are and what we do. This can lead to better results and a more rewarding working day in turn. If you choose to learn about another complementary sector, this enables opportunities to specialise and potentially earn more or move to a connected industry. In turn this gives us wider experience on which to build our knowledge and more transferable skills in readiness for your next move.

From a financial point of view, a more highly skilled and knowledgeable worker is an asset to any company and can lead to faster promotion with associated salary increases. Someone who can offer more expertise will be of more value not just to employers but also to customers. Expertise is also, often, a key quality of an effective leader. If you are frustrated with your job, continuing to hone your skills will make it easier to find new ways out of a potentially stressful work situation.

Keeping an open mind to learning and giving yourself room for flexibility is key to job satisfaction. Furthermore, potentially staying ahead of competitors for jobs by being more experienced or knowledgeable can give you an edge.





There does not need to be a specific reason for learning since learning for the sake of learning can in itself be a rewarding experience.

There is a common view that continuous learning and having an active mind throughout life may delay or halt the progress of some forms of dementia, although there is actually very little scientific evidence to support these claims. However, keeping the brain active does have advantages since learning can prevent you from becoming bored and thus enable a more fulfilling life at any age.

There are, of course, many reasons why people learn for personal development.

- You may want to increase your knowledge or skills around a particular hobby or pastime that you enjoy.
- Perhaps you want to develop some entirely new skill that will in some way enhance your life – take a pottery or car mechanic course for example.
- Perhaps you want to research a medical condition or your ancestry.
- Perhaps you're planning a trip and want to learn more about the history and culture of your destination.
- Maybe you will decide to take a degree course later in life simply because you enjoy your chosen subject and the challenges of academic study.



DATE:

19 JANUARY 2015

TIME:

6.00PM - 8.00PM

VENUE:

BANKER'S CLUB

Library (Level 22), Jalan Imbi, Kuala Lumpur

SELF DEVELOPMENT SEMINAR

How Can Life Skills Help In My Personal Development?

Personal development is a lifelong process. It's a way for people to assess their skills and qualities, consider their aims in life and set goals in order to realise and maximise their potential.

Come listen to how you can identify the skills you need to set life goals which can enhance your employability prospects, raise your confidence and lead to a more fulfilling, higher quality life.

Plan to make relevant, positive and effective life choices and decisions for your future to enable personal empowerment.

PLEASE CALL 03-8062 1133 OR EMAIL US AT SALES@VENTRAX.COM.MY TO BOOK YOUR SEAT.



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The Time Management Workshop is specially designed to help you understand and use the planner. The better you organise your time with your planner, the better you can use your time for attaining your personal and organizational goals. You're most welcome to bring along your friends and colleagues.

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Reflections

PEOPLE OFTEN SAY THAT MOTIVATION DOESN'T LAST.
WELL, NEITHER DOES BATHING - THAT'S WHY WE RECOMMEND IT DAILY.

Why are these skills essential?



Because without having developed them, you will always feel that something is missing in your life. What good is all the financial success in the world if you don't have self-confidence, know who you really are, what you want, or what you are doing here? We've all witnessed many outwardly successful and famous people who have not been able to find personal happiness.

No amount of fame or fortune could fill the void they felt inside. Therefore, in order to enjoy the fruits of any achievement we must first be happy with ourselves and possess the following:

A healthy Self-Concept which includes the three skills of:

- 1. Know Yourself
- 2. Love Yourself
- 3. Be True To Yourself.

The Critical Thinking that is needed to work on developing and honing the rest of the skills including:

- 4. Having A Personal Value System
- 5. Perspective
- 6. Have An Open Mind
- 7. Sense Of Humor
- 8. Resilience
- 9. Acceptance

Personal development is an ongoing process and journey. As Robert Louis Stevenson said:

"To be what we are, and to become what we are capable of becoming, is the only end of life."



Many have taken life itself for granted with the knowledge that stages of life will come and go – willing away time as a wasted natural resource. We have unconsciously taken time for granted, knowing that each day we will awake to another 24 hours.

Sadly, we've failed to realise that with all the things that we need to do as a kid, an adult, a spouse, or a parent; time is limited. So often we've wished to turn back the clock or make time stop and wait for us to finish what we want to do before moving on to the next. The unfortunate reality is that we will continue to face an abundance of activities to perform every single day of our lives.

And at the end of the day, we still find that we have been so busy during the day and yet, have not achieved any real results. Time and time again we keep making the mistake of procrastinating on what we have to do.

The question is – how long are YOU going to keep on doing this before you see results?



9 Powerful Questions That Will Change Your Financial Life

You've probably heard it said that to get to the "right" information, you have to ask the correct question. Makes sense, but when it comes to money, what exactly are the questions?

No matter what the current state of your relationship with the green stuff, there are nine questions that will empower you to be a more secure, confident, self-aware master of your financial fate. Revisit them often to retool and update your goals and keep your outlook grounded:

1. What is the role of money in my life?

Money is a tool. For many people, however, there is so much emotion tied up in having money, or the lack thereof, that all aspects of financial life are laden with emotion and fraught with tension. It is extremely difficult to make calm, rational, clear decisions when emotionally saturated, and wealth management is no different.

Before you tackle any other questions, first ask yourself – what role does money play in my life? How much time do you spend thinking about it? Worrying about it? Dreaming about it? When you have thoughts about money, are they tense, frustrated, disappointed thoughts; how do you feel?

Do you dread making that monthly budget?

Write it all down in a notebook or on a scrap of paper, and notice how your physical body reacts to your thoughts about money by tensing or relaxing. Commit to noticing how you feel, and working toward being as relaxed and neutral as possible each and every time you think about money.

2. What did my role models teach me about money?

You've learned attitudes about everything from politics to personal hygiene from those who raised you, and your attitude about money has also been heavily shaped by those who cared for you during formative years. While you can, and likely will, develop your own approach as you mature, your immediate response to stressful or new situations will be drenched in "what my parents thought."

Take some time to identify their attitudes so you know on what foundation yours are built – how important was or is money to them? Did they talk about money openly and easily, or is it something secretive? Did they offer an attitude of abundance and gratitude for what they had, or were they constantly seeking more?

3. To what degree does money control my happiness?

Money may not be able to buy happiness outright, but it sure can buy a lot of things that contribute to happiness and well-being. There is always more than can be had, however, and in our modern technologically connected world, it is easy to become acutely aware of what we lack.

Do you wake up with a smile, independent of your financial status? Do you have faith in your ability to work your way out of, and be delivered from, financial troubles? Can you appreciate a gift that is of low monetary value? Are you comfortable giving gifts of low monetary value, if that is what you have to give? Can you enjoy a date arranged on a budget, or a shoe-string vacation, or does everything have to be "five star" for you to have fun? If you lost your job, would you still be able to define yourself?

If your answers lead you to conclude that money is a vital part of your happiness and sense of self, commit some time to figuring out who and what you are, without the dollar signs. You can appreciate and enjoy money and all that you can experience with it without having your financial status become a core part of your identity.

4. How do I react to financial stress, disappointment, or fear?

No matter how much money you have, or don't have, there will be events that cause you to experience financial stress. There will also be disappointing times when you take a gamble that doesn't pan out, or when you fear for your ability to provide for a child's education or an aging parent's medical needs.

During these times, does your stress take over your life? Do you lash out; do you sabotage what you already have? Or, do you take a deep breath and develop a plan to acquire more resources, get back on track, or whatever action is required? If you are in need of new ways to cope, try turning off the television and avoiding advertisements, all of which compete to rearrange your priorities. Consider your answers to the previous point – what and who are you without money?

5. Do I know what I want?

Once your basic needs of food, shelter, water, and so on are met, what are you earning money for? Be specific about both your current needs – do you want to own a car? Do you dream of being able to provide for a family when it's time to have one? Do you reasonably anticipate needs such as children or parental care?

Do you want to share your home with pets? Are there places on the globe you want to trot around? Would you enjoy daily life more with more leisure time or if you had more funds for a favorite hobby?

There is no point in earning money simply to earn it – you can't take it with you when you kick the bucket. So why, exactly, are you earning it?

6. If not, what am I doing to determine what I desire?

You may not have ever paused to think about why you care about money and what you are saving for, and that is entirely understandable. If you don't know what you want, acknowledge that fact and dedicate time and energy to figuring it out, at what point will you be able to sigh, relax, and say "I have more than enough?" What does life look and feel like at that point? Write it down if you need to, or create a vision board.



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7. If so, do I expend resources in a way that is aligned with what I desire?

If you are able to clearly and specifically articulate what you desire and believe will transpire when you reach a certain financial point, to what degree are your resources of time and energy aligned with that financial goal? If you are working toward an ambition, are you spending the money you have today in a way that will help you reach that goal?

If, for example, you want to own your own business, do you know what your financial launch point is? Are you spending time educating and preparing yourself to leave the conventional work force? Or are you watching a lot of television, spending money on expensive nights out, and daydreaming more than taking action?

8. Do I know how to budget, plan, strategize, and get to what I desire?

Once you have identified what, exactly, you want, be honest with yourself about how much you do or do not know about how to get there. There are many ways to budget, invest, save, spend, and handle money as there are stars in the sky, and there is always something to be learned about financial management.

Do you know what it will take to reach your financial goal? If not, what are you doing to better inform and prepare yourself? Are you seeking out mentors, studying online, spending time conducting research in the library, scouting out online forums, attending classes? There is a way to get to your desired end point, you just have to figure it out.

9. How much, and in what ways, do I give?

Finally, what good are you doing in this world? If you are able to contribute financially to a cause or to help others, are you doing so in a way that reflects your values, morals, and personal areas of interest? If you are not able to contribute financially to a cause, are you sharing your time or wisdom?

It's not all about money, and it's not all about you; your satisfaction with the human experience will increase exponentially when you give to others.

PERSISTENCE

"Nothing in the world can take the place of Persistence. Talent will not; nothing is more common than unsuccessful men with talent. Genius will not; unrewarded genius is almost a proverb. Education will not; the world is full of educated derelicts. Persistence and determination alone are omnipotent. The slogan 'Press On' has solved and always will solve the problems of the human race."

The conventional definition of persistence is: "Refusing to give up or let go; persevering obstinately; firm or obstinate continuance in a course of action in spite of difficulty or opposition."

Is it any wonder then, that persistence is the fundamental difference between a successful outcome and a failed outcome? In that case, it behooves us to develop the vital quality of persistence.

Here are some tips on developing persistence or perseverance:

How to Develop Persistence

Decide what you want to accomplish and set goals.

We all know how important setting goals is for achieving success in any endeavor, so take some time to figure out what it is you want. Do you want to lose ten pounds, graduate from college, run a marathon or be a business success? In a study done in New York several years ago researchers surprisingly found that people who set clear, concise goals succeeded in achieving them 95% of the time! Interestingly, the one caveat or stipulation was that they only achieved their goals if they refused to quit and continued to bounce back from difficulties along the way.

Prepare for Obstacles and Setbacks

Know and accept that there will be obstacles and setbacks; then prepare for them. Nothing important was every accomplished without adversity, setbacks and difficulties to contend with along the way. Henry Ford went bankrupt three times before he managed to design his first automobile.

As we all know and are grateful for, he subsequently succeeded to become one of the richest men in the world. He said: "Failure is merely an opportunity to more intelligently begin again." Thomas Edison is said to have tried 10,000 times to create the light bulb before he succeeded. His attitude was: "I have not failed. I've just found 10,000 ways that don't work." Persistence is definitely the difference between a successful outcome and a failed one due to giving up.

One of the ways you can prepare for setbacks and obstacles is to anticipate potential problems and have a contingency plan. For example, if you're trying to lose weight, you must know that there will be occasions when it's not possible to stick to your weight loss regimen. In such cases, you will need to prepare alternative meals ahead of time or be mentally prepared to deviate from your regimen. Unfortunately, instead of allowing for and being prepared in such situations, many people give up entirely declaring it impossible to stick any diet. In doing so, they often sabotage all healthy eating and give up in despair.

Take the first step

You cannot persevere; much less succeed, if you never try to accomplish something. So many of us procrastinate, fear failure or are too frozen in our tracks to take the first step towards achievement. You will not fail if you don't try something, however, you will never succeed either. As the popular saying goes, "The only real failure in life is the failure to try."

Review, reevaluate and revise

If things do not work out the way you hoped then review the steps you took and the process you followed. Reevaluate by examining what went wrong and where. What didn't work? What could you have done better? Did you have all the necessary skills and tools? Your findings will be most illuminating, and in turn, allow you to set up a better, more comprehensive approach. You will revise and improve the current strategy.

Garner support and encouragement

Stay away from naysayers; instead seek advice from those experienced in your field of endeavor and those who want you to succeed. They can assist you by making suggestions and recommendations based on their experience and expertise. You will still have to do the hard work, but there is nothing more encouraging than having positive reinforcement.

Maintain focus

One of the obstacles to attaining success is losing motivation and focus. A good way to maintain focus is to visualize yourself accomplishing your goal no matter what it takes. Vividly see yourself accomplishing your goal – keep your eye on the prize. Likewise, avoid getting caught up in negative or unproductive thinking such as, "This will never work." "I can't do this." Instead, keep inspiring slogans handy, pictures of those who have persevered in life, and whatever else will motivate and boost your drive.

E n j o y !

The greatest feelings of accomplishment derive from knowing you've overcome obstacles and conquered adversities to achieve your goals. Your ultimate success will be exponentially more satisfying and fulfilling when you know what it took to get there.



People who have persisted in spite of disabilities and obstacles:

- Ludwig van Beethoven (composer, pianist) became deaf at the age of 30 and composed most of his beloved works after he lost his hearing.
- Helen Keller (author) was deaf and blind from the age of 19 months.
 She wrote 12 books, various articles and was the first blind person to receive a Bachelor of Arts degree.
- Ray Charles, Stevie Wonder (musicians) both of whom are blind have achieved much in their genres of music.
- James Earl Jones (actor) known for his booming resonant voice was once a stutterer.
- Marlee Matlin (academy award-winning actress) is deaf.
- Itzhak Perlman (virtuoso concert violinist) has legs paralyzed from polio.
- Terry Fox (runner) was an amputee from cancer.

As you can see from the wonderful examples above, obstacles and adversity need not stop you from accomplishing great things. If anything, courageous persistence is the one quality more than any other that can guarantee success.

