

P[😊]OSITIVE+
SHIF⁺T⁻
HAPPENS

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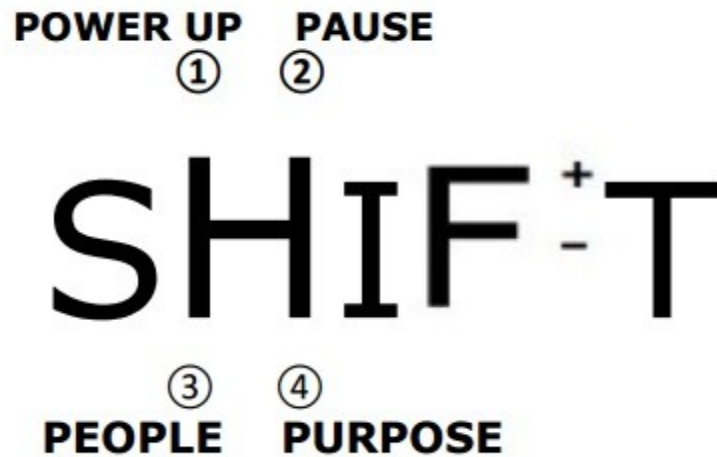
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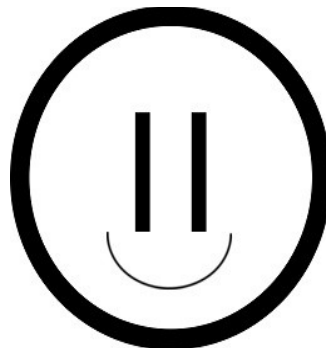
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Introduction



The Shift

Positive shift happens when we learn to practice the building blocks of Positive Psychology. Studies have shown that twelve activities can increase happiness and well-being. The first letters of these activities happen to spell BE MEASURING, although it is not usually important to measure them. These building blocks often involve moving from the negative to the positive. We are happier when we develop the ability to shift.



The building blocks of positive shift divide into four areas, with three activities in each area. When we notice where our attention is focused, we gain the ability to shift between the four Ps of positive shift: Power Up, Pause, Purpose and People. Each building block requires different skills. When we move to neutral and pause to notice our focus, we gain the ability to shift our focus among all of these areas.

The ability to shift relies on awareness. With awareness, we can make a positive shift in our thoughts and emotions, our relationships and communication. When we notice our thoughts, we can

guide them. When we notice our emotions, we can manage them. When we notice what we are grateful for, we can express our appreciation. When we notice that someone we love is trying to tell us something, we can listen.

When we notice that our attention is not focused on the things we consider important, and our time is being spent on distractions, we can shift to intentional focus and time use. When we notice that our energy levels are low, we can rest and recharge. When we increase awareness, we can make positive shift happen. In the moment that we notice, lies the potential for change.



The Power of a Pause

Awareness is key, and it all begins with a pause. Life goes by in such a rush that it is easy to forget about the power of a pause. With a pause we can savor the sweet taste of ice cream, take a deep breath, or greet a friend. With a pause we can consider whether the best choice is an excuse or a goal. With a pause we can think before we react. The more we practice awareness, the more we have the ability to pause and make a shift.

SOS: Stop → Observe → Shift

The SOS method is a way to insert a mental pause in the seconds before the brain is hijacked by chemical flooding in response to situations that we perceive as threatening. When chemical flooding occurs during a fight or flight response, access to the thinking part of the brain is cut off. It can take 20 minutes to return to normal. When we use the SOS method, we can stop and notice what our body is telling us, and identify our thoughts and feelings. We can then shift to engage coping skills like taking a walk, deep breathing, and disputing irrational thoughts. By inserting a mental pause to add calming techniques and thoughts, we can respond appropriately.

Gain awareness with the SOS method to make a shift to the positive.

SOS: Stop ▪ → Observe → Shift + →

Stop – pause

Observe – events → thoughts → feelings

Shift – to the 4 Ps of Positive Psychology

More shift happens

As we make a shift to practice positive activities, several shifts can happen. To move among the four Ps of Positive Psychology, we need the ability to **shift**:

- between inner and outer focus. An inner focus is needed for some of the building blocks, like deep breathing and meditation. For others, an outer focus is needed, like mindfulness, and sharing with others.

- between time perspectives. Many of the building blocks have a focus on a positive present. But some involve a look forward to the future, and some a positive look back to the past.

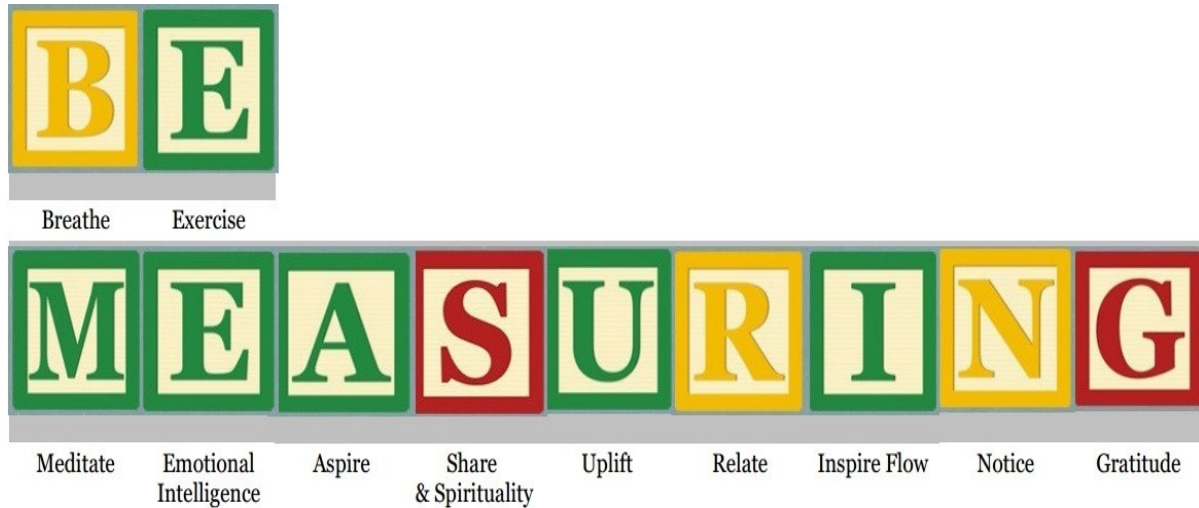
- between the inner child and inner adult. Sometimes we need the playfulness and creativity of our inner child. At other times, we need the self-discipline and strength of our inner adult.

- to following values. For a life of purpose, we need direction.

The problem, and the solution

You likely have heard about some of these practices before. Many of them are simple, and most of them are not hard to do. But life is so busy that we often fail to fit the building blocks into our days. The solution is a framework to help us remember them, strategies that enable us to practice them, and the certain knowledge of benefits that result when we do so. This book provides the tools to make a positive shift and practice the building blocks often.

Chapter 1 The Building Blocks of Positive Shift



The following activities have been shown to increase happiness and well-being by research in the field of Positive Psychology.

Breathe: breathe deeply

Exercise: regular physical exercise

Meditate: practice focused attention, returning wandering thoughts back to the focus point

Emotionally Aware: understand your own emotions and empathize with others

Aspire: take action toward meaningful goals

Share & **S**pirituality: volunteer or contribute to a cause you believe in, perform random acts of kindness, connect with a higher power or philosophical and religious beliefs

Uplift: yourself with positive music and thoughts, and others with kind words

Relate: spend time interacting with people

Inspire Flow: use the talents that cause you to lose track of time













Notice: look up, be aware and mindful, pay attention, smell the roses. Plan and anticipate activities, remember good times.

Gratitude: begin the day with appreciation, and end it by thinking of a few things you are grateful for. Thank those you are grateful for.

While the first letters of these activities happen to spell BE MEASURING, it is usually not important to measure them! What *is* important, is to make them a regular part of your life. This can be achieved by sorting the blocks into four areas.

Chapter 2 The Four Ps of Positive Shift

The building blocks of positive shift divide into four areas that begin with the letter P, with three activities in each area.

POWER UP	PAUSE
<p data-bbox="256 403 380 428">Gratitude</p>  <p data-bbox="636 403 708 428">Uplift</p>  <p data-bbox="425 642 539 667">Exercise</p> 	<p data-bbox="919 403 1026 428">Breathe</p>  <p data-bbox="1279 403 1370 428">Notice</p>  <p data-bbox="1084 642 1198 667">Meditate</p> 
Connect with PEOPLE	Connect with PURPOSE
<p data-bbox="435 991 526 1016">Relate</p>  <p data-bbox="185 1230 474 1255">Emotional Intelligence</p>  <p data-bbox="623 1230 704 1255">Share</p> 	<p data-bbox="1094 991 1185 1016">Aspire</p>  <p data-bbox="912 1230 1075 1255">Inspire Flow</p>  <p data-bbox="1230 1230 1370 1255">Spirituality</p> 

To make positive shift happen, shift gears between the four Ps: Power Up, Pause, People, and Purpose.

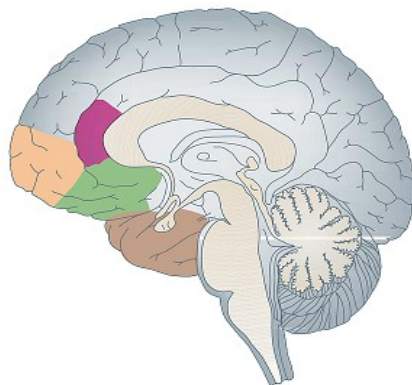
- **POWER UP** with Gratitude, Uplift, and Exercise
- **PAUSE** to Breathe, Notice, and Meditate
- Connect with **PEOPLE**: Relate, be Emotionally Aware, and Share
- Connect with **PURPOSE**: Connect with Spirituality, Aspire to goals, Inspire Flow

It is ideal to practice all of the building blocks of positive shift as much as possible. But in each of the four Ps, there is one tool that is especially powerful.

Chapter 3 The Four Power Tools

<p style="text-align: center;">POWER UP</p>	<p style="text-align: center;">PAUSE</p>
	
<p style="text-align: center;">BUILD AWARENESS</p>	
<p style="text-align: center;">Connect with PEOPLE</p>	<p style="text-align: center;">Connect with PURPOSE</p>
	

In each area of the Four Ps of positive shift, there is one power tool that makes it possible to shift into high gear faster.



The first two actually increase the area of the brain that helps us to be aware, which will make all of the practices easier. Both exercise and meditation can increase the prefrontal cortex which is so

important to executive functions like learning and memory.

POWER UP with **exercise**. This activity takes the most time and effort, but the benefits are huge and the results are so worth the investment! Measuring progress can be helpful for this practice.

PAUSE to **meditate**. Many benefits are gained with even a small investment of time.

Connect with **PEOPLE** with **communication**, especially listening.

Connect with **PURPOSE** by following your **values**

FOCUS



Focus is at the center of everything. What we focus on, we strengthen.

We may begin the day fully intending to practice all of the building blocks of positive shift, but it is all too easy to get derailed by the many distractions that can come up. Build awareness of where your attention is by pausing when the hour changes. Take a look at what you are doing and decide if that is the shift you want to be focused on. A helpful reminder app for smartphone users is the Blip Blip hourly chime.

It is ideal to touch on all four of the Ps of positive shift every day, but any progress is good! Remember the four power tools: exercise, meditate, communicate, and values. Add in as many of the other building blocks as possible throughout the week. Sometimes it won't all get done. But knowing how important these activities are to your happiness makes choosing them over less valuable ones more likely. With these tools you can increase your awareness and the ability to make positive shift happen.

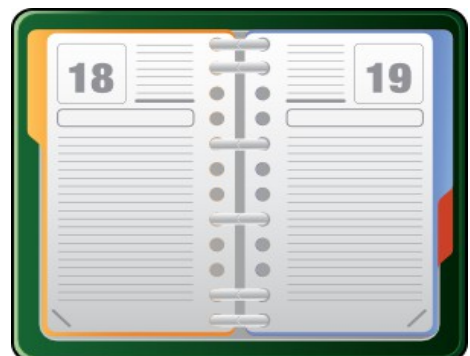
The top four things you can do:

POWER UP – get a fitness tracker

PAUSE – create a reminder to meditate

PURPOSE – write down your goals and a value statement, and review them often

PEOPLE – schedule a meeting date in your calendar



Chapter 4 Daily Themes

To add in all of the building blocks of positive shift on a regular basis, choose a focus theme for each day of the week. Focus themes are flexible and can easily be adjusted as needed for your schedule.

<i>Four daily activities</i> + 1 daily theme = :)	
POWER UP ✓ exercise	PAUSE ✓ meditate
<i>Connect with</i>	
PEOPLE ✓ communicate	PURPOSE ✓ follow values
<hr style="border-top: 1px dashed #008080;"/>	
<p><i>Monday</i> ○ focus → Aspire <i>take action toward goals, use strengths to get in flow</i></p>	
<p><i>Tuesday</i> ○ focus → Uplift <i>watch an inspiring video, listen to uplifting music, give a compliment</i></p>	
<p><i>Wednesday</i> ○ focus → Share <i>volunteer/donate, do a Random Act of Kindness, call/send email - friends or family</i></p>	
<p><i>Thursday</i> ○ focus → Gratitude <i>give an appreciation gift, send a thank-you note, journal</i></p>	
<p><i>Friday</i> ○ focus → Relate <i>invite someone for coffee, use a conversation starter, go on a date night</i></p>	
<p><i>Saturday</i> ○ focus → Monthly activity <i>celebrate birthdays & holidays, entertain, go someplace new, take a treat to work</i></p>	
<p><i>Sunday</i> ○ focus → Spirit <i>read an inspiring article or book, spend time in nature, be creative</i></p>	
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Chapter 5 Conclusion

The Shift to following your values

The final chapter is about discovering purpose with a value statement that pinpoints what you do and why to focus your soul attention on what is most important to you. Sometimes called a personal mission statement or unique selling proposition, it tells how you add value, based on your values. A value statement is a powerful tool, a guiding compass that always points the way in the right direction. Learn more about purpose and creating a value statement at the Daily Planit [Brand and Purpose Toolkit](#).



We only have the gift of so much time, so make today count!

Thank you for reading this excerpt from the book “Positive Shift Happens: the power of a pause,” with:

- the BE MEASURING building blocks of positive shift
- the power of a pause with the SOS method
- the Four Ps of Positive Psychology: Power Up, Pause, People, and Purpose
- The four power tools: exercise, meditate, communicate, and follow values
- focus themes to include more positive shift

Please consider purchasing the book, soon to be available at Amazon. In chapters organized by the 4 Ps of Positive Psychology, learn:

- benefits of practices shown by research to increase happiness and well-being
- practical ways to implement the BE MEASURING building blocks
- exercises to develop strengths in each area
- productive time management, so that more is available for what really matters
- skills for relationships and communication

RESOURCES



Find resources at the Daily PlanIt [Make Shift Happen Toolkit](#) and the [Happiness Habits Pinterest Board](#).



You're invited to continue learning about developing life and work skills at the Daily PlanIt (www.dailyplanit.com). Follow, sign up for email updates, or like the Facebook page so you won't miss a thing.

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