

Take a BOW

67 WAYS TO PAUSE FOR
APPLAUSE, CELEBRATE YOUR
SUCCESS, & KEEP YOUR
SPIRITS HIGH



BY PATRICIA KATZ

Take A Bow

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Published by
Patricia Katz
Optimus Consulting
315 O'Brien Place
Saskatoon, Saskatchewan
Canada S7K 6S9

Web: www.patkatz.com / www.pauseworks.com
Phone: 306 934-1807

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Take a Bow

In this crazy, busy world of ours, it's easy to feel like you're falling behind or falling short. You haven't accomplished enough, contributed enough, or earned enough. You're not committed enough, talented enough, or fast enough . . . and the list goes on. Not only can you end up feeling overloaded and overwhelmed but downright undervalued and unappreciated.

In truth, you're likely contributing and adding more value than you realize. But people are preoccupied with their own stuff! They may be too busy to tell you about the positive difference you make for them.

And so it falls to each of us to take responsibility for our own state of mind, to feed our own enthusiasm for life. If that doesn't sit well with you, it just may be you were schooled in the virtues of modesty and humility. Perhaps the idea of celebrating your own contributions seems self-centered, even egotistical.


Here's the thing. This is as much about others as it is about you. You are far more likely to actively support colleagues, family, and friends when your own tank is full. And the person in charge of fueling up is you!

These 67 tips in *Take A Bow* focus on simple, doable ways for you to pause for applause, celebrate your success, and keep your spirits high. The appreciative example you set for others will encourage them to follow your lead.


And, when you multiply the number of people who feel better about themselves and their contributions, everyone wins. You build workplaces, homes, and communities bursting with commitment, connection, and creativity.

Now, go ahead! Take A Bow! You deserve it! So does the world around you!

HONOR YOUR VICTORIES

1. **Catch** yourself doing something right. Notice it. Acknowledge it. Own it. Don't be so vigilant in catching your flops that you become negligent in noting your feats.
 2. **Punctuate** your day with Woohoo moments. Whenever you finish a task, move a project one step further, or even end a game of telephone tag, toss your victory fist in the air and offer a silent or audible: "Yahoo! Woohoo! Awesome!"
 3. **Take** a bow. Every theatre performance ends with a curtain call and deep bows from the waist, acknowledging gratitude for the audience and the success of the moment. When you finish your next big task, stand up, take a bow, and circle your arms for a self-declared standing ovation.
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OWN YOUR VALUE

13. **Acknowledge** who you are as well as what you do. Character, presence, and the ability to live from your values all matter. See them as worthy points of distinction.
 14. **Appreciate** what comes easy to you. Chances are, a few of your skills and talents seem like “no big deal” because they spring with ease from the core of who you are. Not everyone shares the same abilities. Own what comes naturally to you.
 15. **Engage** in acts that make a difference. There’s nothing like solving a serious problem or making a substantial contribution to help you feel good about yourself and your place in the world.
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TREAT YOURSELF WELL


31. **List** the perks that lift your spirits. A favorite coffee or a whacky sitcom. A walking trail that winds through your favorite landscape. A run at dawn. A bike ride at sunset. Then build one of these perks into your to-do list every single week – or day!
 32. **Give** yourself a reward. So you bit the bullet and placed that difficult telephone call or handled that troublesome situation. Now treat yourself to something special. Grab your favorite beverage. Set up a lunch with someone whose company you enjoy.
 33. **Buy** a flower or bouquet for your desk or table. Write yourself a thank you card to go with it. Include a kooky comment that will make you smile – and perhaps make others curious.
 34. **Exercise** your funny bone. Keep a file of links to zany YouTube videos, cartoons, and goofy photos. Let them lift you up when you're feeling down.
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COMMENT WITH CARE

50. **Aim** for a stronger “plus-to-minus” comment ratio. Both high-performing teams and stellar personal relationships exchange far more positive comments than negative ones. Keep your conversations on the positive side of “neutral.”

51. **Cultivate** the good news question: “What went well for you today?” Ask yourself. Inquire of others. Tie the question to an end-of-day action as you leave work. And use it as a re-entry question when you reconnect with family.

52. **Share** your news with people who care. If you’re proud of something you’ve accomplished, tell those who will be happy for you – people who will applaud your success and share your excitement. Let any naysayers who engage in one-ups-manship find out on their own.



12 TERRIFIC WAYS TO USE 'Take A Bow' IN YOUR ORGANIZATION

1. Give a booklet to each employee in your work unit or organization.
2. Provide as a handout at Corporate Wellness Events and training programs.
3. Stock copies in the literature section of your Employee Assistance Center.
4. Add to the Orientation Kit for new employees and managers.
5. Send to clients and prospects to keep in touch or say thank you.
6. Combine with another service or product you provide to add extra value.
7. Present to interested visitors at your Trade Show booth.
8. Include as a resource and discussion starter at your teambuilding retreat.
9. Use as an incentive for early registration at learning events.
10. Provide as a bonus gift for conference attendees or Partner Programs.
11. Offer as a reward for completing a questionnaire or survey.
12. Share as a holiday or birthday gift with colleagues, friends, and family.

Please Note:

This booklet cover can be custom imprinted with your corporate name or logo.

P.S. - If you enjoyed *Take A Bow*, check out its companion booklet *Take A Break - 67 Ways To Pause When You Absolutely Positively Do Not Have The Time*.

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67 WAYS TO PAUSE FOR APPLAUSE,
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ENTHUSIASM – ENERGY – ENGAGEMENT



In this crazy, busy world of ours, it's far too easy to be trapped by demands and buried in action. We forget to pause and enjoy life as it unfolds.

Let speaker and author Patricia Katz inspire you to balance today's fixation on advancement with a healthy dose of appreciation.

When you pause for applause, you'll feel better about yourself, AND you'll spark positive energy in those around you. As more people appreciate themselves and their contributions, everyone wins. You build workplaces, homes, and communities bursting with commitment, connection, and creativity.

Take A Bow will help you tap into life's everyday goodness through practical themes like these: **Honor** Your Victories – **Savor** The Sweet Stuff – **Own** Your Value – **Extend** Your Reach – **Check** Your Thoughts – **Treat** Yourself Well – **Engage** In Appreciation – **Treasure** Your Touchstones – **Comment** With Care – **Mine** The Positive – and **Receive** With Grace.

Now, go ahead! Take A Bow! You deserve it! So does the world around you!

PAUSE FANS AND READERS SAY:

"Refreshing and soulful!"

"A breath of fresh air and a sigh of relief."

"A gift of encouragement!"