BASED ON 20 YEARS OF PROFESSIONAL COACHING EXPERIENCE

How to Let Go of Negative Thoughts and Emotions

A Practical Guide





Also by Preston C. Ni

How to Communicate Effectively and Handle Difficult People, 2nd Edition How to Communication Successfully with Passive-Aggressive People Communication Success with Four Personality Types The Seven Keys to Life Success Wealth Building Values, Attitudes, and Habits Seven Keys to Long-Term Relationship Success Ten Tips for Presentation Confidence and Reducing Nervousness Branding Your Career Like Steve Jobs

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Introduction

"What you think, you become. What you feel, you attract."

Anonymous sage

It can be said that our experience is a reflection of our thoughts and emotions. As we navigate through the many challenges of life, our attitudes and feelings in relation to life circumstances can make the difference between confidence versus fear, hope versus despair, mastery versus victimhood, and victory versus defeat.

The good news is that you can take charge of your life, and change your negative thoughts and emotions by utilizing highly effective intra-personal communication skills. These tools and strategies are empowering good habits, which can replace your old and disempowering bad habits.

Please keep two points in mind as you read this material:

First, the more you practice the skills listed in this reference guide, the stronger you can become in your ability to change negative thoughts and emotions. Like weight training, repetition of proper skills will build both your strength and confidence.

Second, this reference guide is intended for readers who, despite some challenges, are generally doing okay in life. In cases of severe mental or emotional distress, seek medical and mental health professionals for help.

Nobel laureate Anwar Sadat reminds us: "If you don't have the capacity to change yourself and your own attitudes, then nothing around you can be changed." To be in charge of how we constructively think and feel about any life situation is to truly practice self-mastery. The strategies and skills offered in this reference guide may show you how.

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Part One

Changing Negative Thoughts

Changing Low Self-Esteem

Self-esteem can be defined as healthy respect for yourself, as well as healthy selfworth. In our competitive, material driven, image conscious, and achievement oriented society, the propensity to be affected by low self-esteem is chronic and pervasive.

The positive news is that having low-self-esteem is largely a learned phenomenon. Low self-esteem issues are essentially poor habits in our attitude and our intra-personal communication (self-talk). By learning empowering perspectives and effective intra-personal communication skills, you can progressively replace poor self-esteem with healthy self-esteem.

Here are seven keys to changing low self-esteem:

1. Avoid Generalization

In private coaching, I often hear clients say: "I have low self-esteem." There are several problems with this statement. First, it presumes a general, "all or none" perspective, as if either one has high self-esteem, or one has low self-esteem. If you take an honest assessment of yourself, chances are that you can come up with a list of qualities that make you feel good. For instance, if you're reading this article, it most likely means that you possess self-awareness, the willingness to learn and grow, and a desire to realize more of your potential, all of which bode well for your future success.

Most of us are somewhere in the middle on the spectrum between high self-esteem and low self-esteem. If you ever find yourself saying or thinking: "I have low self-esteem," please stop. It is a general, all encompassing, personalizing, and self-defeating comment that simply isn't true. Saying you have low self-esteem can also make the problem seem so big and daunting that you may feel relatively powerless to do anything. Instead...

2. Divide and Conquer Your Low Self-Esteem

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