

# C y b e r B r e a k

March 23, 2007

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## Coming up next week. . .

The Office of the Assistant Dean of Academic Support and The Externship Office presents:

**March Staff Birthday Party**  
**Student Commons**  
**3:00pm**



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## Actions → Results

From *Orchestrating Attitude*, by Lee J. Colan

(Available in the personnel library – W100 Conference Room)

It is through our actions that we gain trust and respect from others. In general, people tend to judge themselves by their intentions, but not everyone knows what the intentions are and tend to judge people by their actions. It is easy to make excuses on why we can't do our best, but the rewards in life go to those whose actions rise above the excuses. Here are some tips to help you project the positive integrity that comes from positive actions.



### Help Others Succeed

When we have a need for something, we tend to look inwards to see what we can do for ourselves. Instead, try asking yourself, "What's in it for *others*?" By doing so, it relieves the stress placed on you and turns into a world of worry and anxiety. By giving the best of yourself to others, you can get the best from yourself. It causes you to look outwards and arouses positive feelings, such as gratitude. Keep in mind that if you're expecting something in return, then it is not an act of kindness and thoughtfulness, but rather an act of trading favors. Don't be a trader. "Help is not help until it is given, so turn your intentions to help into *acts* of help." (p.45)

### Move Through Adversity

For many people it is difficult to continue during hard times, but it is during these times of adversity that people must keep moving forward. Start by identifying what has changed or was lost, and be grateful for what is still there. Gratitude is a common characteristic found in the happiest people. Use the difficult times to find the chances to improve, learn, and rebuild your character. Focus on the future but live in the present. You can't change the past, and the future will always be there, but it is NOW that you can make changes to assure a positive future.

When one door of happiness closes, another opens;  
but often we look so long at the closed door  
that we do not see the one which has opened for us.  
Helen Keller

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*Save the Date for the Next Staff Professional Development Workshop:*

*Coping with Challenging Customers*

April 6, 2007

1 - 3pm

Please RSVP to Johanna by next Friday, March 30<sup>th</sup> ([jgan@swlaw.edu](mailto:jgan@swlaw.edu))

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**FEEDBACK:** Have ideas, suggestions, comments or contributions for future editions of CyberBreak? Please email them to Johanna Gan at [jgan@swlaw.edu](mailto:jgan@swlaw.edu)