CONTENTS

Introduction	1
PART 1: POSITIVE THINKING VS NEGATIVE THINKING	3
Understanding the power of positive and negative thinki	ng 4
Understanding the positive intentions of negative thinking	ng 6
Understanding narrow and broad thinking	8
Recognising the way you're thinking	10
Recognising cognitive distortions	12
Rewiring your brain	14
Challenging your thoughts: are they helpful?	16
Challenging your thoughts: are you certain?	18
Identifying alternative perspectives	20
Moving on to positive thoughts	22
PART 2: POSITIVE THINKING AND POSITIVE ACTION	25
Having goals	26
Identifying your options	28
Taking positive steps	30
Using positive visualisation	32
Being flexible	34
Getting motivated	36
Staying motivated	38
Using positive body language	40
PART 3: MAKING POSITIVE THINKING A HABIT	43
Being appreciative	44
Being kind	46
Being generous	48
Making a contribution	50
Giving compliments	52
Indulging in small pleasures	54

Using more positive language Saying 'but' or 'and'	56 58
Saying 'should' or 'could'	60
Being more confident	62
Being with positive people	64
Consuming positive news	66
PART 4: POSITIVE THINKING FOR DIFFICULT SITUATIONS	69
Managing disappointments and setbacks	70
Being stuck in a job you don't like	72
Surviving trauma and tragedy	74
Dealing with being bullied	76
Having courage	78
Coping with criticism	80
Forgiving	82
Changing your mind	84
Dealing with guilt	86
Moving on from regret	88
Coping with worry and anxiety	90
Managing envy	92
Making new friends	94
Taking risks	96
Having a positive body image	98
Avoiding the blame game	100
Being non-judgemental	102 104
Coping with change	104
Answers to In Practice questions in Part One	106
More positive thinking quotes	108
About the author	110

POSITIVE THINKING POCKETBOOK