

DISCOVER THE SECRETS THAT
MAKE UP A TRUE PROFESSIONAL
EMPLOYER AND EMPLOYEE

The
Million
Dollar
You
handbook

*"Success can only come about
when empowered from within"*

Alain Belanger

Innovation in Workplace Management introduces

The Million Dollar You

Your guide to personal and professional success

Contents

Author's Note

Introduction

1. Lowering Stress
2. Good Intentions
3. Rudimentary Information
4. A Winning Team
5. Building a Motivational Environment
6. Principles for Creating a Millionized Workplace
7. Assess Your True Self
8. Business Communication
9. Promote a Healthy Work Environment
10. The Privileges of Friendship and Partnership
11. Leadership Management Skills
12. Salary Validation
13. A Winner's Recipe
14. A New Destination
15. Learning to Manage Stress
16. Create a Fun Workplace
17. Creating the Energy of Passion
18. The Million-Dollar You Conclusion

Author's Note

A millionized attitude begins by having to do the most natural of things in order to create the most wonderful of results.

You may have already heard the old saying “*I’m feeling like a million bucks*” the expression “a millionized attitude” frequently used in this book, is in relations to this metaphor.

How do you define success? For most people, success is a progression of personal and professional achievements. The feeling of having made a difference within someone’s life, for example, can be perceived as a great achievement, while financial stability and business recognition from peers will also provide a strong sense of achievement. For others, success may be the balance of material and personal emotional desires. In this instance, the possession of equities such as a house, a sports car, a holiday home in a reputable resort, will be viewed as a great success. Being recognized or idolized by others may also provide a great sense of achievement and success. No matter how you define success, continuously keeping this millionized attitude feeling alive, can be quite challenging.

Cultivating a millionized attitude every day is something that all can do. Because financial freedom or popularity glorification may not be given to everyone, creating and sustaining a millionized feeling can be achieved through a much simpler and realistic practice. By simply developing and sustaining certain personal and professional habits, you can quickly awaken the passion that resides within you. Developing leadership skills, successful management approaches, and high levels of productivity while reducing stress and conflict within your workplace, is your starting point to professional success. These changes will also have a positive impact on your personal success.

To command such a change, you need to develop certain habits that will have you offer high levels of quality work, while approaching everyday conflict and obstacles with greater ease and positive results.

Today’s workers face harsh realities, such as improper management and low personal and professional satisfaction, but they can be reduced when they’re properly dealt with.

During the next few decades, businesses will see themselves make huge changes in their ways of managing staff, client expectations and business development, due to worldwide markets and harsh competition. As a result, the necessity of keeping

skilled and experienced employees in the workplace will have a huge impact on the future of business. This change will require ongoing cooperation, understanding, respect, and opportunity, only to name a few. These changes are now vital to meeting the demands of a global economy.

For everyone to benefit from these changes, the environmental and behavioural work values need to be reassessed. In doing so, we offer all generations the merits of sharing, supporting, developing, and enjoying a lasting and prosperous working environment.

Being able to constantly improve has human beings, is our greatest gift. It is also our responsibility to do what is required to maximize our growth.

This book will offer you successful strategies to create a healthier and productive workplace. No one benefits from poor business practice. By minimizing stress levels and unprofessional behavior, we can soon help to sustain a more productive and healthy working environment. The examples in this book are true events. I would like to thank those who have willingly shared their experiences to offer support and understanding to the challenges experienced within today's workplace.

“We are all born for greatness we simply need to learn its simple applications”

The Author

Chapter 1

Lowering stress

Stress- related sickness such as, anxiety and lack of concentration is damaging the quality of service and performance for everyone in the workplace, creating financial loss and negative human values and burdening our health system, education system, and society.

To understand and model a millionized attitude, one must first learn the elements of its creation and then its proper application methods. If not properly tooled, developing and sustaining the elements related to a millionized attitude may seem difficult to comprehend.

More then ever, in today's thriving societies, venturing into the workplace can create high levels of stress caused by insecurity and concern. To prepare yourself for the true challenges in today's workplace, you may want to develop the skills to handle stress then you will better understand the diversities and complexities and can easily identify the steps to create collaboration and engage yourself in the success of the business, its workers, and your own personal and professional growth.

If you are passionate about being recognized for your true quality and skills while encouraging the belief that opportunity can be offered to everyone within the workplace, displaying control and confident in your daily activities may very well be the difference between seeing your visions shattered or sustained through poor behavior and operational strategies.

In the workplace, being recognized is the beginning of success and only through the powers of success can you have others recognize your true potential.

When you develop this skill you smooth the path of reaching your objectives while offering respect and support to all involved.

To develop such attitude and skill, employers and employees need to clarify the scope of their workload and balance in the context of their work environment. By fostering collaboration, you will eliminate destructive habits, such as bullying; harassment; the feelings of isolation caused by misjudgment and humiliation; lack of clarity about organizational objectives, structures, and strategies; and the lack of social respect that comes from failing to adhere to organizational rules and policies. You can develop and sustain a work environment that not only prevents high levels of conflicts but also minimizes its destructive effects.

Like millions of other workers, you may have an anecdote to tell about an unfortunate situation concerning either a co-worker or an organization whose values are anything but respectable and honorable. This alarming situation means more than half of today's employees are constantly looking for a new job. Sadly, this does not take into account those who have sadly abandoned the thought of finding a remedy.

I have witnessed many people who desired to put a harmonious working environment into place, but that desire quickly died when they lost faith in its creation and sustainability. Manipulative behavior and unpopular policies within the workplace cause this change. This causes mayhem and is often dictated through selfish behavior from certain employees and it puts the welfare of the business and its employees in jeopardy. Although government funding and more elaborate laws protecting the worker are often blamed, in the wait that government and corporate identities introduce successful ways in putting into place strategies to minimize these issues, you must begin by personally developing a millionized attitude to elude its present destructive impact.

Is it that the workplace has become an environment where a condescending and destructive behavior should be tolerated? Or is it that as a society, we haven't found ways to deal with conflicts? Yet again, is it because we are personally unwilling to make changes that contribute to a more prolific and healthy workplace?

Although insensitive behavior is affecting our societies, families, and businesses, little has presently been put into place to counteract its progression.

Several years of training and managing within the workplace has helped me recognize people who seemed to be less affected by the mayhem present in offices that have these policies. These people seem to have developed a clear view of the type of career path and have a millionized attitude toward work in an orderly and positive way while they find fulfillment in the workplace. When applying proper attitude, professional skills, dedication, and commitment, all of them expressed high levels of personal and professional fulfillment about their career path and said they were recognized for their productive results.

Characteristics of these stellar performers are:

They exude a positive approach to daily challenges.

They have strong leadership attribute.

They handle high levels of stress with greater ease and adequately face inconvenient situations with a creative approach.

They don't ponder problems—they quickly work on finding a permanent solution. They put importance on incorporating others in the resolution process and have understood the true powers of collaboration.

On the other hand, those who are motivated only by financial compensation and display a self-centered attitude, offer little concern for the welfare of others and the overall business success. They seem to display more dictatorial behavior and have difficulty fitting in and/or being respected by peers, clients, and management.

Many employees seeking to enter today's complex workforce may be unaware of such realities. The experienced employee may be so frustrated that they view employment as only a paycheck. Although money is a strong motivator, offering security and comfort, it has little impact in eliminating frustration, unhappiness, and lack of collaboration, all of which directly impairs the creation of a healthy workplace.

The quick pace of ever-demanding clients in search of the next best thing has also created high levels of pressure experienced by employee and employer. Today's employers are not only having to continuously satisfy clients whose expectations for quality and service are forever growing, but they are also required to struggle with the realities of short-term satisfaction from their employees, which translates into high turnover. Employees are truly the lifeblood of a business. Although sometimes unrecognized for their dedication and commitment, the employee who is professional will want to provide high levels of skills and commit to the success of the business. The employee has then the potential to directly contribute to the long-term success of a business.

It is safe to say that to offer ourselves the possibility of developing to our full potential—while contributing to the development and sustainability of a healthy and vibrant work environment—we are required to come back to our true values, that of human respect and equal possibilities.

In today's employment race, employers and employees are faced with the worrying realities of rugged economics, overly demanding clients, and harsh competition. We have begun an era of self-gratification, where societies plunge into new levels of financial debt for the sole purpose of personal gratification. This being the choice of today's societies, we have no longer the leisure of putting aside the importance of creating and sustaining a workplace where collaboration and pleasure grow in importance.

The role of stress

Ravi Tangri's book, *How to Recover Productivity Lost to Stress* cited in his book an interesting study by the World Health Organization (WHO) about the cost and effect within the workplace.

His book also suggests that in the early 1990's the World Health Organization reported that stress within the workplace had become a worldwide epidemic and that a United Kingdom report has identified stress as the twentieth-century disease.

We are now in the twenty-first century and yet little has changed. Health professionals are still reporting an increase in various health issues, largely linked to stress.

Ravi Tangri's book also states that in 1992, the financial impact related to stress within the workplace had cost the American economy more than \$300 billion annually, with lack of productivity, high levels of absenteeism, employee turnover, medical, legal and insurance fees, and workers' compensation fees, being the main causes.

Ravi Tangri's book also explains that in Canada the cost related to stress in the workplace had exceeded \$16 billion in 1990, which was equivalent to 14 percent of Canadian business total net profits. A report taken from *McLean's Magazine* in October 2007 explains that stress issues cost the Canadian economy \$33 billion a year in lost productivity, as well as billions more in medical cost—quite a large increase. Ravi Tangri's book also reported that stress-related accidents and health issues was estimated to cost United Kingdom employers over £7 billion in 1990. In 2007, those numbers were still rising.

As we approach the end of 2009, reports continue to demonstrate that not only are these issues still haunting today's workplace, but they have also been reported to be increasing. In 2006, Forbes reported on their February reports, the results of a survey taken from 52 of the largest companies in the world suggested that close to 85 percent of employees' enthusiasm had largely declined when needing to face negative pressure, unsupported protocols, dictatorial leadership, and poor communication and continued to do so through the rest of the year. This decline was also because of elements such as poor behavioral and environmental structure.

Although various reports and surveys alert us to the destructive impact of the elements that cause stressful environments, businesses continue to shift blame on

social pressure, inadequate government policies, and uncooperative work ethics, removing themselves from individual responsibility and proactive practices.

In early 2008, while participating in a seminar on crisis intervention within the workplace, a Workplace Training Team representative from Australia informed me that the Aussies were, and are still among those suffering from high levels of poor service and ongoing frustration from poor workplace practices. Uncontrollable stress levels, unprofessional behavior, lack of work security, and high performance pressure are part of the reason. A work cover representative reported to me that 86 percent of all recorded incident and illness claims in 2006 were in some way related to poor practices within the workplace.

As a society, we look for quicker and more efficient tools to make our lives peaceful and fulfilling. Although, we are provided with the possibilities to achieve such standards, the most difficult thing for most people seems to be able to take the first step to make the right decision in sustaining such standards. Through my years of training, I have introduced certain techniques helping to reduce the most common habits fuelling this crisis. In doing so, I often witnessed a large increase of productivity levels and personal fulfillment from those who learned to apply and adapt such techniques.

I welcome you to learn to apply these simple yet practical techniques to your everyday lives—in and out of the workplace. In doing so, you will feel the joys of a more complete and millionized you

Conclusion

As you enter the workplace, you may dedicate over 45 years of your life contributing to one of society's most required and sophisticated purposes, sustaining a productive and prosperous workplace. It is now of great importance to personally participate in its creation.

It is now time for society to put aside differences and apply the art of cooperation and understanding. Although much can be said about the controversial effects of the challenges faced by many employers and employees, the need for quick change in the development and sustainability of proper workplace procedures may be a vital step for modern businesses to coexist with each other.