



Hi! I'm Catherine Osborne, and I am the founder of Corporate Harmony – where we provide an enlightened approach to leadership and organizational development.

Thank you for joining Corporate Harmony for “Positive Presence Skill Building Online” – a 24-week program that will increase your natural ability for the skill of, what we call, Positive Presence.

Positive Presence is your natural ability to adjust and create a positive and energized mindset within yourself through conscious thought processes.

Your skill level for Positive Presence depends on many, many things, but mostly, it is developed through your life experiences to date, and your level of self-awareness, and to some extent, your genetics. The skill of Positive Presence is very personal, and, whatever level you are at today, at this very moment, is the perfect place for you to be— right now.

The field of Neuroscience is a relatively new area of scientific study that began to formally organize in the 1960's. Since then, research coming forward about the workings of the human nervous system has exploded on a global scale, and most significantly, with the aid of neuro-imaging technology, brain research is advancing in leaps and bounds.

The findings coming forward from the neuro-sciences have huge implications for business organizations on a global scale. And in fact, these findings call for a gigantic shift in how the modern organization develops its employees, its leaders, and the overall organization, in order to succeed in today's global knowledge-based economy.

In the knowledge-based economy it is the first time in human history that a 'hard day's work' is not 'hard' in the physical sense, but instead it is the employee's brain that's being worked -- it is their 'mind,' that is employed. That being said, for today's organizations to succeed and thrive will depend on the ability of the collective working brain-power of their workforce to create and produce.

Research has proven that the 'brain-power' needed for productivity and efficiency today will only occur when we are in a state of positive emotional electro-magnetic neuro-chemical energy. In other words, the emotional state needed for productivity, efficiency, and wellness, is the same emotional state that we are in when we are joyous and happy. The research shows in fact, that the greatest risk to productivity, to work relationships, and to overall wellness in today's workplace, is negative energy.

Building the skill of Positive Presence requires a focused self-awareness through which you learn to adjust and create a positive and energized mind set through conscious thought processes. The skill of Positive Presence is best learned through real-time on-the-job practice. You will be given protocols, exercises and techniques that will lead you to a keener awareness of yourself, of others, of behavior habits, and most importantly, of human energy.

So let's get started!

There is a new 'Conversation Starter' to listen to and to read every week. In the first week of each Module you will be given 'homework' to do. Do as much as you can ... but don't stress it. I would suggest you put aside a few minutes each day to focus on as many of the assignments as you can. If you are a TV watcher, perhaps you could cut out one half hour program. If you have a lunch break, maybe use some of that time to focus on an assignment. Plan ahead. Tag the time in your calendar at the first of the week.

Keep in mind this is VERY IMPORTANT **YOU** time. Do as much as you can, but don't allow it to cause you anxiety – if you fall behind, just diary some extra time for the following week! Doing these exercises is how you expand your skill of Positive Presence. [Bookmark this page](#) right now for easy access!

The program is comprised of six Modules. Each Module contains four separate weekly 'conversation starters' – a new one each week for four weeks. In today's work environment where people bring their mind and the expertise together for a common goal, it is critical that we take the time to come together as a group to acknowledge and clarify our purpose and our connection. This coming together, whether it's around a desk, around a board room table, or through a conference call, is crucial for success. It is this coming together that enables us to truly appreciate our uniqueness and celebrate our differences.

On your private 'Positive Presence Skill Building Online' page where you accessed 'Module 1' you will see a link to download the **Positive Presence Skill Building Journal**. Click on the link and download the **Positive Presence Skill Building Journal**. This is where you will track your progress each week and keep a record of the many insights you will have along the way. This is very important because your brain's ability to process feelings and thoughts is enhanced when you write them down.

In every Module you will be given a new 'homework' assignment of things to practice, to read, and to write. Our brain is an extremely powerful machine to which we hold the controls. Having 'control' requires a keen self-awareness into our emotional energy and our behavior and thought habits. It takes anywhere from 14 days to 8 weeks to 're-wire' our brain for a higher skill level. We 're-wire' by continuous reading, writing and reciting of information for creating new thought and behavior habits. Tell yourself often, "A learning mind is a healthy mind."

I have had the privilege of personally watching this phenomenon of 're-wiring', with an entrepreneurial colleague who suffered a severe concussive brain injury and was deemed disabled. She honed her skill of Positive Presence and, in essence, she 're-wired' her injured brain using conscious thought processes. She was able to re-wire her damaged brain, wrought with uncontrolled anger, anxiety, depression, lethargy, hyper-activity, and attention deficit, to create a positive, controlled, and energized mindset that enabled her to re-enter the workforce and return to living a full life. Every one of us has the ability to re-wire through the neuroplasticity of our brain, and the fact that this ability does not diminish with age is a true gift of enlightenment.

So, for the next four weeks this is your **HOMEWORK**:

1. You will see in Module 1 a download link called "Week 1 Conversation". This is the written script of today's audio conversation. You must use this written transcript at least 2 times in the next 7 days. Some suggestions might be for you to share it with a friend or colleague, add it as an agenda item to one of your meetings, or use it as the conversation starter when you gather with your group. You

must also listen to this audio at least once more in the next 7 days. In Week 2, you will use “Week 2 Conversation”. In Week 3, you will use “Week 3 Conversation”. And in Week 4, you will use “Week 4 Conversation”.

2. Set up an hourly reminder to yourself (either on your computer or your phone) for a ‘personal check-in’. When the reminder goes off, ask yourself the following 2 questions: “(1) What sort of feelings have I had since my last check-in?”; and “(2) What have my thought patterns been like since my last check-in?”
3. In your private ‘Positive Presence Skill Building Online’ page where you accessed ‘Module 1’ you will see a link for “Resources Page”. Click on that link and look at the LIBRARY Section, then click on Corporate Harmony’s “BOOK STORE LIBRARY”.
 - Browse through the Library and pick a book, any book. Then download it, buy it, find someone to borrow it from ... whatever ... and start reading. Read one quarter of the book each week so that it is finished at the end of week 4.
4. Again, in your private ‘Positive Presence Skill Building Online’ page where you accessed ‘Module 1’ you will see the link for “Resources Page”. Click on that link and look at the LIBRARY Section, then click on Corporate Harmony’s “FAVORITES LIBRARY”. Then pick two websites to visit.
 - Before the end of this week, visit your first website and read everything there is to read on it.
 - In Week 2, visit your first website again and sign up for something free (you will have to give your email address, but when you are finished the ‘freebie’ just go into the next email they send you, go to the bottom of the email, and ‘unsubscribe’ and you will not be swamped by their continuous emails).
 - In Week 3, visit your second website and read everything there is to read on it.
 - In Week 4, visit your second website again and sign up for something free (you will have to give your email address, but when you are finished the ‘freebie’ just go into the next email they send you, go to the bottom of the email, and ‘unsubscribe’ and you will not be swamped by their continuous emails).
5. Again, in your private ‘Positive Presence Skill Building Online’ page where you accessed ‘Module 1’ you will see a link to download Corporate Harmony’s **Generic Behavior Questionnaire**.
 - Select just one question and read it, and then ask of yourself this question “How can I do this better?”. Do this exercise of reading the same question and asking yourself daily for the remainder of this week.
 - In Week 2, select a different question and read it, and then ask yourself this question “How can I do this better?” Do this exercise of reading and asking yourself daily for the remainder of Week 2.
 - In Week 3, select a different question and do this exercise of reading and asking yourself daily for the remainder of Week 3 ... and so on for Week 4.

Acquiring the skill of Positive Presence is a slow and gentle process that begins with awareness ... but it’s also a process that must be doused liberally with forgiveness -- especially self-forgiveness -- as well as a good solid pinch of humor. Remember, the more time we spend in the positive, the greater our capacity for achieving peak performance, for building and maintaining good relationships, and for experiencing good health...

So my friends, go to Week 1 in your Positive Presence Skill Building Journal, and until next time, let the skill of Positive Presence work for you.

Catherine M.E. Osborne

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