



in Transition newsletter

HAPPY NEW YEAR - 2009

Where's Donna now?

January - 2009

Private client – Fri. Jan. 23rd, Durango, CO
Private Client - Mon. Jan. 26th, Tulsa, OK

Creative Problem Solving - IAAP
Jan 24, St. Louis, MO

February - 2009

Time Mgmt & Organizational Skills
Tues – Feb. 10, 2009 - St. Louis, MO
Wed – Feb. 11, 2009 - Columbia , MO
Thurs.- Feb. 12, 2009 - Springfield , MO

Safety and Conflict Management for Health Care Professionals

Fri. – Feb. 13th, 2009, Springfield, MO

March- 2009

Time Mgmt & Organizational Skills
Mon – Mar 2nd, 2009 - Oklahoma City, OK
Tues – Mar 3rd, 2009 – Tulsa, OK
Wed – Mar 4th, 2009 - Wichita , KS
Thurs- Mar 5th, 2009 - Overland Park , KS
Fri – Mar 6th, 2009 - Clayton , MO

April- 2009

Administrative Assistants Conference
Tues – April 7, 2009 - Topeka , KS
Wed.- April 8, 2009 - Kansas City , MO
Thurs – April 9, 2009 - Columbia , MO
Fri – April 10, 2009 - Clayton , MO

How to be an Outstanding Communicator

Mon – April 20, 2009 – Wichita, KS
Tues – April 21, 2009 - Topeka , KS
Wed.- April 22, 2009 - Kansas City , MO
Thurs – April 23, 2009 - Columbia , MO
Fri – April 24, 2009 - Clayton , MO

May - 2009

Mgmt Skills for 1st Time Supervisors
Tues – May 5th, 2009 – Memphis, TN
Wed.- May 6th, 2009 – Jonesboro, AR
Thurs – May 7th, 2009 – Cape Girardeau
Fri – May 8th, 2009 – St. Louis , MO

To attend one of these workshops call
(888) 474-9528 or email
donna@DonnaLBaylor.com

**“I’m Name dropping again.”
“Look what people are saying...”**

“The program (ABC’s Of Competent Coaching)
was very strong. Donna did a great job
of keeping our attention for 2-days straight.
Good Job.”

– M. Maya
ABA/CELELI

“I’d love to ‘drop’ yours!”

Can you believe its 2009 already!

The month of January seems synonymous with the word **“Recreation”** We get another chance to reach for the stars, dream a dream, fix a problem, say a kind word, repair a relationship, be a better friend, parent, spouse, sibling, son or daughter, co-worker or employee. We set a new goal. We get a “do-over.”

Some thoughts as you set those 2009 goals:

1. Don't make them.

Unless you really want to see a change in your life, don't start the year, month, week, or even the day, by doing something you plan to fail at. What are you saying to yourself?

2. Stop trying.

Don't say, **“I'll TRY . . .”** Take the word ‘try’ out of your vocabulary. Commit to accomplishing something instead of letting yourselves off the hook by saying, **“At least I . . . tried.”** Stop giving yourself permission to fail. Remember the words of Jedi Master YODA, **“Do or do not. There is no try.”**

3. Don't ignore obstacles.

They aren't going to go away by ignoring them. Know - *and acknowledge* - that it may take sacrifice in some areas of you life. As Zig Ziegler says, **“You can have *anything* you desire, you just can't have *everything* you desire.”** Be aware some goals work against others. (You can't be a ‘successful rock star’ without taking time away from home, friends and family.)

4. Don't forget to reward yourself.

Every hurdle, roadblock and obstacle that you work around, through or over – give yourself a pat on the back. Remember, to be your own best friend. Do something for you. Take an hour to relax, get a message, hug someone, take a walk, call a friend, etc. When we forget the little rewards along the road to achieving our goals, it is easy to become frustrated. That goal often loses it's luster if we begin to feel unappreciated.

**Happy 2009!
Make it a year of TRANSITION!!!**

I wish you health – mental, physical and emotional

I wish you wealth – of friends, truth, insight, imagination and finances

I wish you happiness – include enough challenges to help you grow and make life interesting.

Donna

(888) 474-9528

“Working with businesses and individuals that want to create a high standard of excellence in their business activities.”

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