

# Eight Guidelines for a Happy Life



See things as they truly are, not as you wish them to be.





When you see people and things as they truly are, including yourself, and are able to accept people and things as they are, then you are able to make wise decisions instead of reacting out of hurt, anger, fear or desire.

Seeing things as they truly are is not easy, but it leads to more ease in life.



Set good intentions.



When you act, ask yourself if your intention is to help or hurt, be of benefit or harm. It is hard to see the true nature of your intention if you are acting out of fear, anger, hatred or desire. When you are acting in times of stress, try to slow down and check in on your intentions.

If you feel shame or sorrow about a past action, ask yourself what your intentions were. If they were good, then forgive. If they were not good, then find a way to make amends.



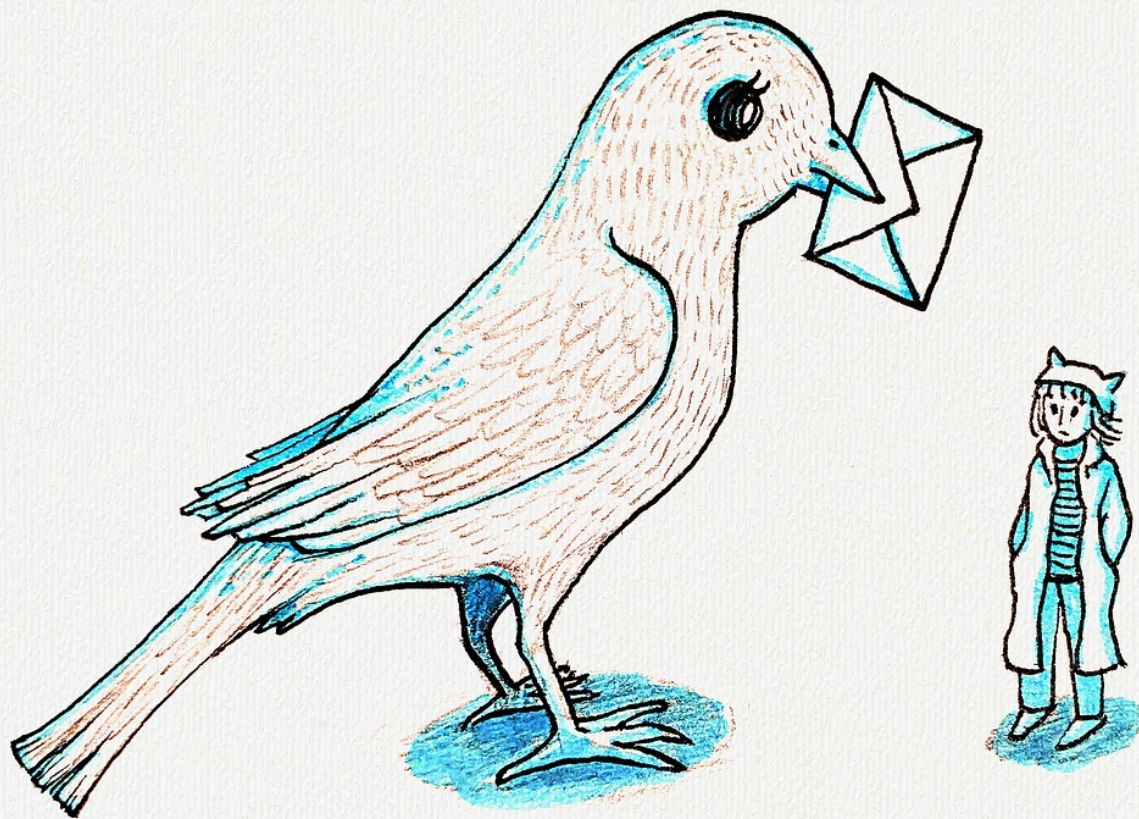
Behave ethically and morally,  
even when no one is looking,  
it seems like it will not matter,  
or the benefits seem to out  
weigh the costs.



When you behave ethically and morally, you sleep better. Your mind is more at ease. Immoral or unethical behavior can plague you for years. If you have behaved in ways that were not ethical or moral in the past, treat yourself with loving compassion and forgiveness for the things you did. If you feel ashamed of something you are planning to do, do not do it. It is not worth your peace of mind now or in the future.



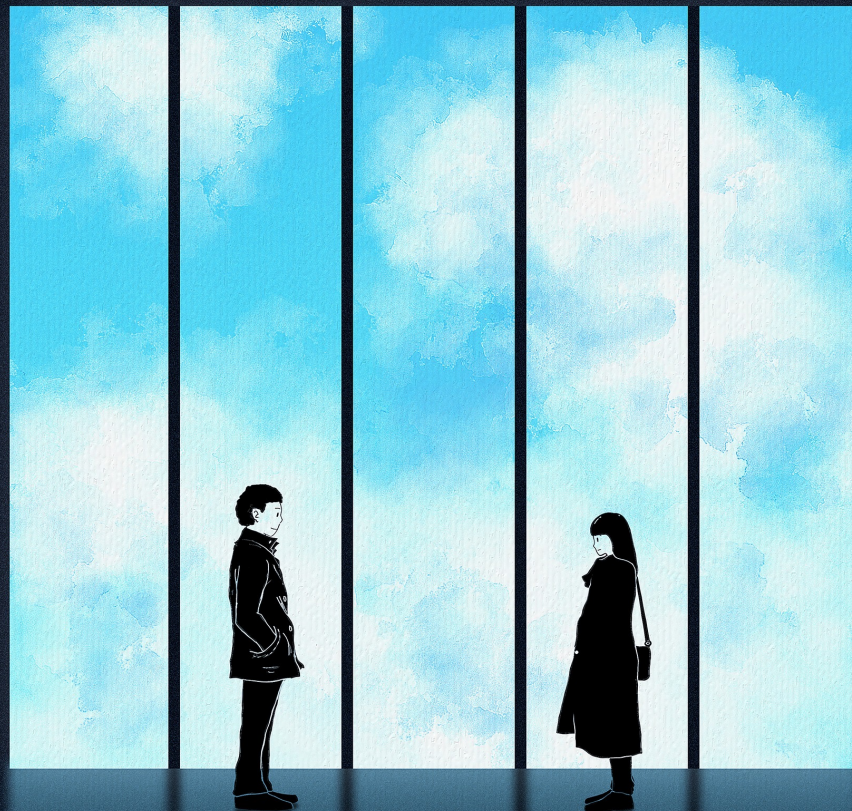
Speak to create harmony.

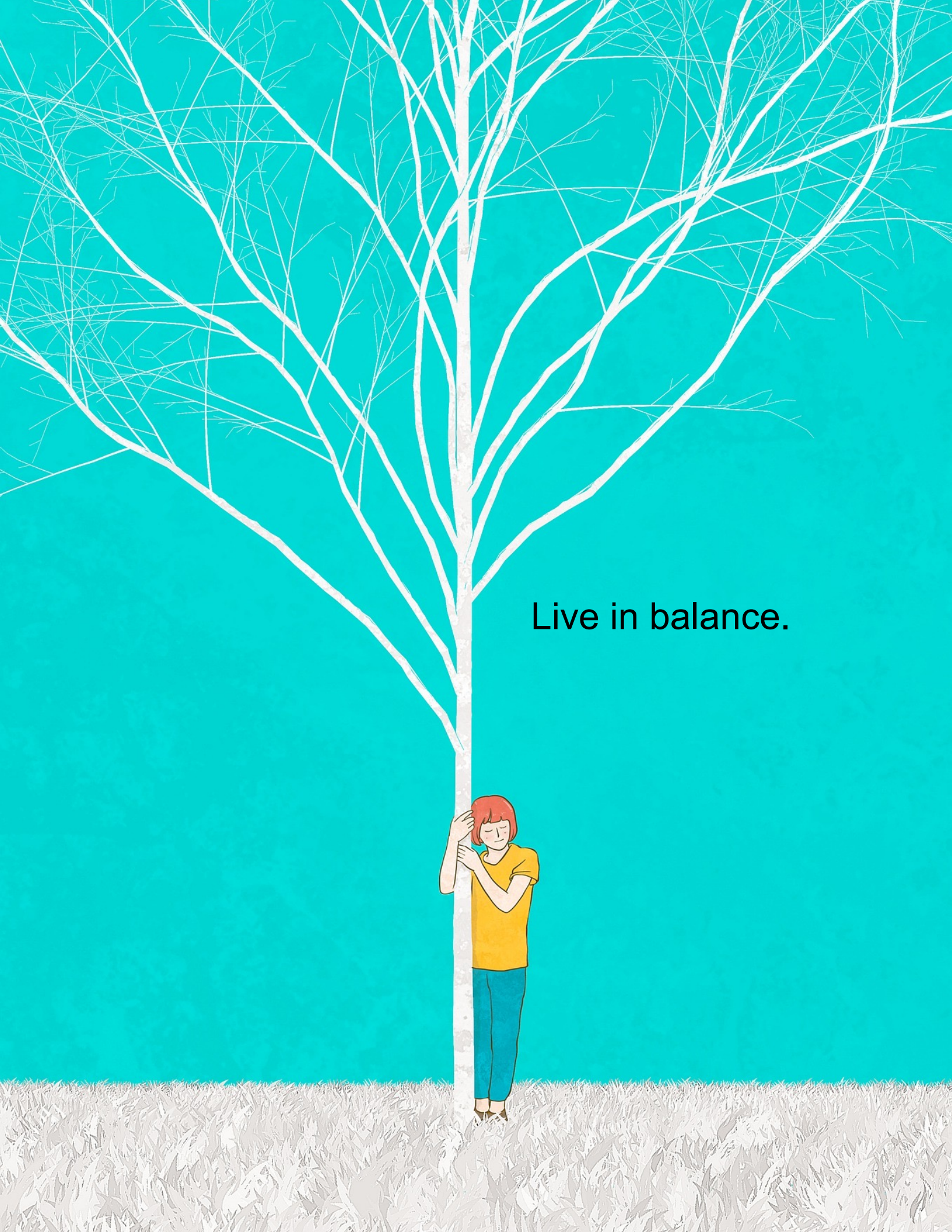




Never gossip. Never speak ill of someone behind their back to damage them. When you need to talk about someone who harmed you, talk with someone who can listen without judging you or them with the intention of working out your problem.

Before you speak, ask yourself what your intention is in speaking. If the topic is difficult, ask yourself whether it is necessary, timely, helpful and, most importantly, if it will be heard. If the answer is no for any of these four things, wait to speak.





Live in balance.

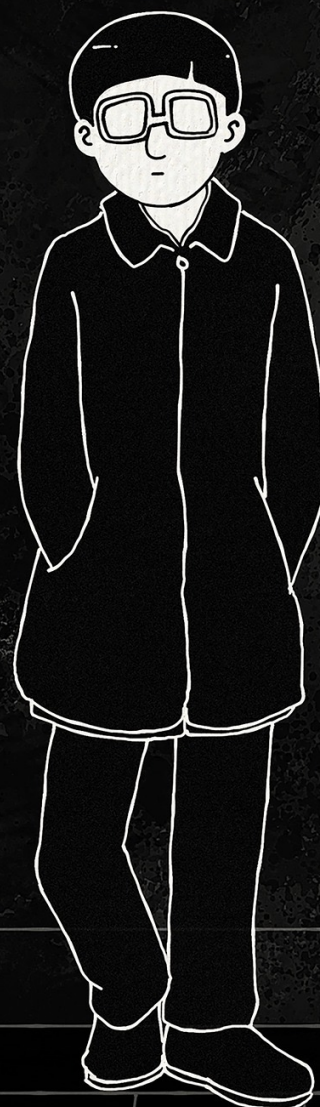
Work enough that you enjoy your work and not so much you burn out  
Spend time resting and relaxing, but do not get so consumed an activity you do not take care of your self and your loved ones  
Sleep 8 hours a night.



Do good work.



Do work that helps others and the planet.  
Do not do work that harms the planet.  
Do not do work that harms other people.



Be mindful.



Be aware in the moment.

Practice mindfulness.

Each moment that you can, accept others and yourself without judgement.

Each moment that you can, become aware of your thoughts, feelings, impulses and ideas, without judgement or acting on them, just allowing them to come and go.



Focus.





Develop your capacity for concentration.  
Train yourself to focus on the good in  
yourself.

Do not multitask when both tasks require the  
same kind of functioning, like listening to  
someone and writing an email.





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