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Autore	Hasson Gill
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Classificazione	BUS060000SEL016000SEL024000
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Nota di contenuto	Cover; Title Page; Copyright; Contents; Introduction; How to use This Book; 1. Creating a Mindfulness Habit; 2. Bringing Out Your Confidence; 3. Carrying Yourself With Confidence; 4. Developing Your Ability to 'Read' Others; 5. Keeping on Top When the Pressure Is On; 6. Using Your Breath; 7. Managing Interruptions; 8. Being Spiritually Aware; 9. Listening Instead of Just Hearing; 10. Having a Beginner's Mind; 11. Slowing Down; 12. Gaining a Sense of Perspective; 13. Finding a Way to Forgive; 14. Taking Mouthfuls of Mindfulness; 15. Acknowledging and Being Aware; 16. Optimizing Your Time 17. Falling Asleep18. Being Generous; 19. Focusing Your Multi-Tasking; 20. Tuning into Your Intuition; 21. Asserting Yourself and Saying No; 22. Accepting This is What It Is; 23. Overcoming Cravings; 24. Problem Solving with Creative Thinking; 25. Letting Go of Worry and Anxiety; 26. Making Small Talk; 27. Making Balanced Decisions; 28. Putting Jealousy Behind You; 29. Spending Time with Positive People; 30. Holding Back from Overeating; 31. Being Non-Judgemental; 32. Doing Work that Matches Your Values; 33. Building Your Courage; 34.

Being Persuasive; 35. Commuting: Taking It in Your Stride
36. Taking Control of Anger37. Dealing with Rudeness; 38. Understanding Where Your Food Comes From; 39. Understanding That All Things Come and Go; 40. Switching Off the Engine of Your Mind; 41. Building Up Your Willpower; 42. Practising Compassion; 43. Meeting Deadlines; 44. Having Patience in the Unfolding of Events; 45. Managing Distractions; 46. Being Thankful; 47. Giving Compliments; 48. Cooking and Connecting With Food; 49. Banishing Boredom; 50. Managing Moments of Loneliness; 51. Performing Spontaneous Acts of Kindness; 52. Focusing and Engaging Your Attention; 53. Managing Change
54. Knowing When to Start OverConclusion; About the Author; More Mindful Quotes and Sayings; Advertisement; EULA

Sommario/riassunto

Follow-up to the bestselling Mindfulness: Be Mindful. Live in the Moment. Gill Hasson, author of the bestselling Mindfulness is back and this time you can fit her advice in your pocket! This little book is packed with over 100 quick exercises, each dealing with a different situation, to help you get calm, collected, and balanced. So whenever you start to feel the stress mounting, reach for your Mindfulness Pocketbook, find the relevant exercise and instantly make life better! So if you feel like life is moving too fast and you're struggling to keep up with constant demands and commitments, don't let
