

contents

Acknowledgments	vi
Introduction: The Two Essential Zones of Life	vii

PART I: GROWING IN THE GREEN ZONE

Chapter 1: Capture the Simple Joys	3
Learn how to live in the present and experience the highs of daily living	
Chapter 2: Relax Your Mind and Body	19
Remove anxiety and tension for better living and improved performance	
Chapter 3: Connect With Others, Lift Yourself	29
Communicate effectively to learn better, perform better, and relate better	
Chapter 4: Find Power in the Positive	43
Feel positive and let your performance soar	
Chapter 5: Believe and Achieve	53
Bolster your confidence and excel	
Chapter 6: Transform Great Images to Reality	65
Create positive visions and make them happen	
Chapter 7: Create a Strong Mind-Body Connection	77
Harness the health-promoting and healing power of your mind	

PART II: EMBRACING THE GOLD ZONE

Chapter 8: Chart Your Course	95
Determine your direction to make today's hopes tomorrow's realities	
Chapter 9: Define Your Targets	101
Set priorities and goals that will help you achieve your dreams	
Chapter 10: Plan for Excellence	111
Achieve your maximum through the power of passion and planning	
Chapter 11: Get Focused and Stay Focused	121
Concentrate your energy to perform your best	
Chapter 12: Learn From Doing	135
Take charge of yourself and commit to improving every day	
Chapter 13: Maximize Efforts Through Teamwork	145
Create a winning mindset and build success with team cohesion	
Chapter 14: Gain From Setbacks and Transitions	169
Transform obstacles and changes into challenges for better living	
Resources	181
Appendix	182
Supplementary Exercises	
Joe's Script	
Refocusing Plan Worksheet	
Index	187
About the Author	191