# Shine Bright at Work | Being in the workplace

# 5 tips to develop a positive mindset

Having a positive attitude will help you to grasp opportunities and achieve great things. It can make you feel happy and in control of your life, as well as motivating you to go to work and do your job well.

A positive mindset at work can help to build relationships, reduce stress and increase productivity. Here are five things you can do to develop a positive mindset at work.



### Celebrate small wins

Celebrating your achievements, no matter how small, will help you to recognise that you're doing well and increase your positive outlook. As well as in work, you can celebrate small wins in your personal life to train your brain to be more positive.

For example, next time you hit a deadline, cook a nice meal, or have success with a new piece of software, let your friends or colleagues know and remember to feel proud of yourself.

### Visualise your success



Picturing what success looks and feels like is a great way to motivate yourself and to develop a positive mindset. It'll help you to feel closer to the success and might give you some ideas of how to achieve it.

Next time you've got a challenge to overcome, take some time out to close your eyes and imagine what it'll feel like when you've overcome the challenge and you've achieved your goal.



## Exercise

Exercising releases positive chemicals into our bloodstream which make us feel good. Achieving exercise targets can help us feel energised and successful, and taking part in team sports can give us a sense of community.

Try to include some regular exercise into your routine. You could join a gym or a team, or simply go for a walk a few times a week.

# Find inspiration

Finding someone or something that inspires you to stay positive can really help your mindset, especially if you're having a difficult day.

Keep a quote, picture or reminder of your inspiration close by so you can easily look back at it to continue to develop that positive mindset.

# Choose who to spend time with



When we surround ourselves with negative people, we soon start to think negatively ourselves. People you talk to on a daily basis will influence the way you think and feel, so where possible, choose to spend more time with other positive people.

Next time you recognise that a friend or colleague is being consistently negative, try keeping your conversations with them to a minimum and focus on maintaining your own positive attitude.

