

## How to D.E.A.L with Change

How well you deal with change depends on your internal barometer. If the face you put on for the rest of the world and how you feel inside are not in alignment, it affects your potential for success, as well as everyone you come into contact with on a daily basis. To successfully manage change, you must first align your feelings with your actions.

### Don't react – do respond

What is the difference between reacting and responding? **Thought.** When you react, you feel and act without thinking. When you respond, you think first, *suspend* your automatic judgment or reaction, and then you *choose* your emotions and your actions.

People have a tendency to react to change by thinking the worst and imagining undesirable outcomes. "Life as I know it is over!" This is when you need to take a deep breath and ask yourself, "How do I really feel?" because how you feel depends on how you interpret your experiences. If you determine that your uncertainty and fears are legitimate, you can move to a place of self-empowerment by becoming engaged in the change. By choosing not to be a victim, you will immediately see things differently. Instead of focusing on the negative, you will focus on positive alternatives and the best possible outcomes.

### Engage Your Personal Power

Engaging your personal power is about reaching inside yourself to find the willingness to change, to persevere, and to help others. It's about maintaining a positive approach in your thoughts, words, and emotions so that you stay energized and ready for new challenges. Your personal power will be greatly enhanced if you maintain your sense of humor and keep your business and personal life in balance.

If you can keep an open mind and employ tact, common courtesies, and patience, and be tolerant of ambiguities, you will sidestep most of the confusion and misinformation that accompany any change event. It's during this "period of chaos" that an individual with a level head will stand out.

### Acquire facts and information

Be proactive about your situation. Learn all you can about the change and why it is taking place. Don't be afraid to ask questions to help you determine where you are in relation to where the organization is going. Do your research. Find out which products and services are going in and out of vogue. Learn more about your industry and the current trends in your marketplace. Having accurate information gives you a stronger feeling of control over what you can do and who can help you move toward your potential future.

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