

INDEX

A

ABCs of human emotion and behavior, 132
Absolution and forgiveness, 93
Abusive relationships, 134–135
Accountability, 32, 65
Acknowledgment, 172
Action plans, 22, 28, 39, 40, 46, 55,
66, 85, 103
Actions, 30, 79
Activating event (A) in
Rational Emotive Behavior Therapy, 132
Active listening, 61, 174
See also Listening
Adams, Patch, 256
Addictions, 33, 213
Adrenaline, 131
Advertising, 188, 192–193, 273
Advice, 9, 59, 177
Affirmations, 172, 223
Aggressiveness, 60, 72
Agreeing versus understanding, 176
Alcohol, 139, 212
Alcoholics, 129, 142
Alcoholics Anonymous, 50, 134, 260
Anger, 92, 93, 182
Antagonism, 73, 224, 259
Anxiety, 129, 131, 154
Apologizing, 80, 117
Application filter, 8
Appreciation, 172, 256–257
Appreciative attention, 97
Asking for help, 137, 142, 145, 197
Assertiveness, 60, 80

Associations, management of, 214–216
Attachment, 90, 122, 128
“Attitude of gratitude,” 96
Audiocassettes, 81
Avoiding problems, 82
Aware of the possible, 33, 211
See also Focus your awareness

B

Bangladesh, 257
Be here now, 148–151
Behavior
charting, 66
and interpretations, 107
reasons for, 108–109
taking time off from, 211–212
“Being,” 30
Being “right,” 83
Belief (B) about activating event (A)
in Rational Emotive Behavior Therapy,
132
Beliefs, rational and irrational, 132–133
Berra, Yogi, 260
Big picture, 25
Bigger problems, taking on, 245–247
Bigoted, 33
Blame, 51, 87, 100, 103, 198
Blaming for problems, 83
Blank slate, 41–43
Bliss as natural state, 122–123, 125
Body
attention to, 151
identifying with, 124
and listening, 177–178
scanning for relaxation, 140

- Book reconnaissance, 10
- Books
 - benefits of, 17
 - conversations with, 188
- Boredom, 131, 236, 239
- Brainstorming, 29, 68, 103, 200, 217, 223, 246, 269, 274
- Breakdowns in promises, 67
- Breakthrough, 220, 273
- Breathing
 - in meditation, 155
 - and physical tension, 139, 140
 - See also* Relaxation techniques
- Buddha, 253
 - See also* Guatama, Siddhartha
- Budgets, 164–165
 - See also* Money
- Burnout, 131

- C**

- Caffeine, 139, 212
- Calendars, 160
- Candid speaking, 33, 49, 56–57, 58–62
- Categorizing, 46–47
- Cause and effect, 108–109
- Caveat emptor*, 192
- Celebrations, 255–265
 - appreciation, 256–257
 - in conversations, 196
 - fun, 258–260, 263
 - happiness, 264–265
 - laughing, 262
 - of successes, 211
- Ceremonies for making promises, 66

- Chah, Ajahn, 121
- Change
 - capacity for, 87
 - constant, 129
 - and evaluations, 51
 - small, 157, 158, 204
 - willingness to, 17, 211
- Chanting and physical tension, 138
- Charities, 242, 247
- Charting behavior, 66
- Child abuse, 242
- Choices
 - consequences of, 100
 - moment-to-moment, 157, 159, 161
- Choose your conversations, 187–201
 - advertising, 192–193
 - ask for help, 197
 - balance conversation space, 194–199
 - community, 189–190
 - complaints and celebrations, 196
 - content and process, 197
 - definition, 188
 - empowering conversations, 191
 - internal conversations, 190
 - power in, 188–189
 - problems into questions, 200–201
 - problems and solutions, 196
 - stay aware of conversations, 193
 - tenses of conversations, 194–196
 - topics of conversations, 196
- Chronic pain, 102
- Circumstances, 30
- Classes in meditation, 155
- Clear thinking, 226–228
 - See also* Critical thinking

INDEX

- Coaching yourself, 136
 - Commitment in changing habits, 205, 273
 - Common ground and diversity, 91
 - Common interests, 58
 - Communication
 - difficulty of, 172
 - See also* Listening
 - Community
 - and commitments, 231
 - and conversations, 189–190
 - Complaints, 74, 181–184, 196
 - Compliments, 96, 97, 185, 261
 - Computers
 - for journals, 11
 - for time management, 160
 - Conditions of satisfaction, 64
 - Conflict
 - and compliments, 96
 - and contribution, 249
 - Conflict resolution, 90–91
 - Consequences
 - of choices, 100
 - and promises, 65
 - Consequences (C) in
 - Rational Emotive Behavior Therapy, 132
 - Content and process in conversations, 197
 - Contentment, 204
 - Continue creating the life of your dreams, 267–274
 - apply a strategy, 270
 - do this book again and raise the stakes, 268
 - keeping the Success Strategies alive, 273–274
 - pick any topic and apply each
 - Success Strategy, 269
 - reflect on your First Steps, 272
 - take a First Step—again, 271
 - Contributing, 241–253
 - fill yourself up and give yourself away, 242
 - plan to contribute again, 244
 - review past contributions, 234
 - selfishness, 252–253
 - strategies for contributing, 248–251
 - taking on bigger problems, 245–247
 - Controversial topics, 229
 - Conversation space, balancing, 194–199
 - Conversations. *See* Choose your conversations
 - Costs and benefits of a current behavior, 213
 - Counterpointing, 176
 - Courage, 224, 234–235
 - Covey, Stephen R. 203
 - Creating it all, 100–102
 - Creativity and meditation, 154
 - Credit cards, 165
 - Crimes, 94
 - Critical thinking, 192, 224
 - See also* Clear thinking
 - Criticism and complaints, 181–184
- ## D
- Daily routines, 236
 - Daily schedule, 136
 - Darrow, Charles, 220–221
 - Death, celebration of, 256
 - Delegating, 136, 237
 - Delusion, 129
 - Demands
 - and pictures, 128
 - and requests, 118
 - Denial, 50–51, 129, 182
 - Denying problems, 82
 - Depression, 80, 129, 204

Desires

- expanding list of, 40
- staying in touch with, 252
- trusting your, 24–26

Detachment, 33, 123

Details, 38–39, 157, 158

Determine what you want, 21–47

- clarify what you want to have, do, and be, 30
- clarify your values, 31
- create boldly, 27–28
- design your life, 22–23
- future and distant future, 41–45
- life line, 36–37
- prioritize and categorize, 46–47
- purpose statements, 34–35
- sample set of values, 32–33
- time and money, 29
- trust your desires, 24–26
- what, where, when, who, how, and why, 38–40

Discovery statements, 11, 92

Distractions

- describing and handling, 195
- from focusing awareness, 150–151
- from worry, 135–136
- and listening, 175

Distress and stress, 131, 141

Diversity and common ground, 91

“Doing,” 30

Drugs, 139, 212

E

Eating out, 166

Eckhart, Meister, 267

Ecstasy

- modeling the possibility of, 253
- your own road to, 274

Education, 165

Effectiveness versus efficiency, 237

Eisenhower, Dwight D., 44

Either/or thinking, 227

Ellis, Albert, 132

Emotional bonds, 58

Emotions

- in complaints, 182–183
- flow with, 137
- hiding, 57
- in “I” messages, 113
- identifying with, 124
- in listening, 178
- loving your, 78–79
- in meditation, 155
- negative, 80
- resisting, 82
- See also* Feelings
- speaking about, 62
- venting, 90

Empowering conversations, 191

Energy, 236

- in avoiding problems, 82
- and denial, 51
- and forgiveness, 92, 94
- and meditation, 154, 155

Enthusiasm, 25, 111, 236, 239, 273

INDEX

- Environment, 227
- Epictetus, 121
- Equations, 124–127
- Evaluation filter, 8
- Evaluations and change, 51
- Evidence, 227, 228
- Excellence, pursuit of, 236
- Excuses
 - for behavior, 108–109
 - and habits, 208
 - for not speaking, 57
- Exercise
 - natural high of, 212
 - and physical tension, 139
- Exercises and active involvement, 10, 14–15
- Exercises by title
 - Align habits with values, 217
 - Ask whether you're holding on to problems, 84
 - "Be" with an orange, 152
 - Be your own mentor, 81
 - Become a camcorder, 153
 - Bombard others with attention, 97
 - Breathe to relax, 140
 - Change a habit by managing associations, 215
 - Choose your next conversation, 191
 - Choose your way to use this book, 14–15
 - Climb the ladder of powerful speaking, 119
 - Consider the costs and benefits
 - of a current behavior, 213
 - Create an alternate picture, 130
 - Create the future from nothing, 42–43
 - Create happiness now, 264–265
 - Create a personal time capsule, 12
 - Create you life line, 36–37
 - Design your life—now, 22–23
 - Do a book reconnaissance, 10
 - Do this book again and raise the stakes, 268
 - Find the request in a complaint, 184
 - Go for substitution, not retribution, 217
 - Imagine that time and money are
 - no problem, 29
 - Keep looking at a controversial topic, 229
 - List your resentments, 94
 - Open up to bigger problems, 246
 - Pick any topic and apply each
 - Success Strategy, 269
 - Practice playing full out, 239
 - Practice surrendering, 144
 - Practice taking responsibility, 103
 - Practice total transparency, 68
 - Prioritize and categorize, 46–47
 - Promise to forgive, 95
 - Release or rewrite the equation, 126
 - Review a past contribution, 243
 - Scan your body to relax, 140
 - Send or receive, 179
 - Separate behaviors from interpretations, 107
 - State what you like about yourself
 - and others, 261
 - Stay aware of conversations, 193
 - Take a First Step, 54–55
 - Take a First Step—again, 271
 - Talk to a chair, 52
 - Write your testimonial, 13
- Expectations, 128–130, 134
- Explaining problems, 83
- Eye contact, 177–178

F

- Face-to-face communication, 91
- Facial expressions, 177
- Fallacies in logic, 226–227
- Falling Awake*
 - book reconnaissance, 10
 - cautions about serious problems, 20
 - do this book again and raise the stakes, 268
 - getting the most from, 16–19
 - level of commitment and participation, 14–15
 - purpose of book, 2–5, 16
 - testimonials for, 13, 268
- Fantasizing, 133
- Fear, 101, 125
 - and courage, 234–235
 - physical sensations of, 85, 104
- Feedback, 51, 52, 56, 57, 65, 161, 181
 - in changing habits, 205–206, 273
- Feelings, 234–235
 - celebrating, 235
 - pairing with new actions, 238

See also Emotions
- Fields, W. C., 259
- Filters of application and evaluation, 8
- Focus your awareness, 147–167
 - “be” with an orange, 142
 - become a camcorder, 153
 - do what you do, be where you are, 148–149
 - four ways to “be here now,” 150–151
 - genius is in the details, 157
 - meditation, 154–155
 - money, 163–166
 - See also* Aware of the possible
 - small change, big difference, 158
 - time, 159–161
 - values and money, 167
 - values and time, 162
- Food expenses, 166
- Foolish, risk sounding, 58
- Forgiveness
 - and absolution, 93
 - benefits of, 93, 95
 - freedom of, 92
 - listing resentments, 94
 - promise of, 95
- Frankl, Viktor, 99
- Full experience and full release, 75
- Fun, 258–260, 263
 - and physical tension, 138
 - and play, 212, 259
- Funeral and “fun-eral,” 256
- Future
 - creating the distant future, 44–45
 - creating from nothing, 42–43
 - versus past, 41–43, 194–195

INDEX

G

- Gandhi, 72, 253
- Guatama, Siddhartha, 224
- Generalizations, 227
- Gestures, 177
- Global problems, 248
- Goals
 - from self-evaluation, 55
 - prioritizing and categorizing, 46–47
 - for your life, 22–23, 27–28, 227
- Golas, Thaddeus, 1
- Gordon, Thomas, 112
- Gratitude, 96, 118, 178
- Groups, support, 231, 250, 273

H

- Habits, 203–217, 273
 - costs and benefits of a current behavior, 213
 - definition, 205
 - managing associations, 214–216
 - steps to changing, 205–212
 - substitutions for, 217
 - and values, 217
- Happiness, 253, 264–265
 - practicing the habit of, 210
 - unconditional, 127
- Hate, 224
- “Having,” 30
- Healing and meditation, 154
- Health
 - choices for, 157
 - and forgiveness, 93
 - and stress, 131

- Healthy habits, 213
- Help, asking for, 137, 142, 145, 197
- Henry, Patrick, 252
- High blood pressure and meditation, 154
- Higher powers, 142, 170
- Holmes, Oliver Wendell, 169
- Honesty, 50
 - See also* Truth telling
- Hope, 110
- Hot lines, 134
- Hot water and physical tension, 139
- Human history, 44
- Humor, 182, 259–260, 262

I

- “I” messages, 112–115
- Incest, 94
- India, 257
- Insight, 55
- Insomnia and meditation, 154
- Intention statements, 11, 92
- Intentions
 - in “I” messages, 113
 - and promises, 64
- Interests versus positions, 91
- Internal conversations, 56, 190
- Internal resistance, 72
- Interpretations
 - “I” messages in, 112, 113
 - See also* Managing interpretations
- Interstate highway system, 44
- Intuition, 170, 227
- Involved, 33

Involving others, 15, 17, 22–23
 in designing your life, 22–23, 28
 life line, 36–37
 life purpose statements, 35
 in meditation, 155
 in promises, 65
See also Partners; Support groups
 talking about problems, 134
 Irrational beliefs, 132–133

J

Jealousy, 28
 Jesus, 72, 224, 253
 Jones, Carl, 21
 Journal entries by title
 Apply a strategy, 270
 Change the habit, 209
 Choose new habits for managing distress, 141
 Choose what not to examine, 53
 Choose your ways to spell “fun,” 263
 Clarify your values, 31
 Cross off your excuses, 208
 Embrace a problem, then dance with it, 88
 Expand your options, 225
 Focus your awareness, 156
 Keep a promises journal, 69
 Laugh three times daily and call me
 in the morning, 262
 Live from a purpose, 34–35
 Make mistakes your teacher, 89
 Match your values and money, 167
 Match your values and time, 162
 Pair feelings with new actions, 238
 Plan to contribute again, 244

Practice asking for help, 145
 Practice the habit of happiness, 210
 Practice listening, 180
 Practice loving it—part one, 76
 Practice loving it—part two, 77
 Practice making and keeping a promise, 69
 Practice saying “I,” 114–115
 Reflect on your First Steps, 272
 Review your experience with
 managing associations, 216
 Small change, big difference, 158
 Take on a bigger problem, 247
 Tune up your conversation space, 198
 Turn problems into questions, 200–201
 Unconditional happiness, 127
 Wake up to the world, 171

Journals

discovery and intention statements in, 11, 92
 listing habits, 206
 writing for clear thinking, 228
 writing internal conversations, 190
 writing negative thoughts and
 irrational beliefs, 133
 written record of your dreams, 11

Judgment, 198

and forgiveness, 93
 in “I” messages, 112, 113
 value, 57

Junk food, 139

K

Kennedy, John F., 38
 King, Martin Luther, Jr., 224, 252

INDEX

L

- Ladder of powerful speaking, 110–111, 119, 274
- Language and interpretations, 104
- Laughing, 259–260, 262
 - and physical tension, 138
- Letters
 - listing promises in, 66
 - in negotiation, 91
 - personal time capsule, 12
 - for revealing secrets, 68
 - and speaking, 60
 - thank-you notes, 118
 - to the editor, 193
- Life can be wonderful, 1–20
 - an invitation, 2
 - book reconnaissance, 10
 - commitment level to *Falling Awake*, 14–15
 - exercises, 10
 - Falling Awake* is not for everyone, 20
 - ideas as tools, 8–9
 - personal time capsule, 12
 - purpose of *Falling Awake*, 2
 - Success Strategies summaries, 6–7
 - testimonials for *Falling Awake*, 13, 268
 - value created from *Falling Awake*, 16–19
 - visible record of your dreams, 11
- Life coaching, 258, 273
- Life line exercise, 36–37
- Life purpose, 34–35, 160
- Life of your dreams, creating, 2–3, 268
- Lighten your load, 120–145
 - asking for help, 137, 142, 145, 197
 - bliss as natural state, 122–123, 125
 - equations, 124–127
 - physical tension, 138–140
 - pictures (expectations), 128–130
 - stress and distress, 131, 141
 - surrender, 142–144
 - unconditional happiness, 127
 - worry, 132–137
- Listening, 57, 58, 169–185
 - active, 61, 174
 - and advice, 177
 - compliments, 185
 - counterpointing, 176
 - with a critical mind, 175
 - criticism and complaints, 181–184
 - and distractions, 175
 - emotion in, 178
 - focus on the message, not the messenger, 175
 - and obligation to act, 177
 - piggybacking, 176
 - postponing responses, 173–174
 - practice listening, 180, 261
 - and questions, 177
 - with a receptive mind, 175
 - send or receive, 179
 - strategies for, 172–178
 - through a filter, 174
 - understanding versus agreeing, 176
 - wake up to the world, 171
 - a way of life, 170
 - with your answer running, 173
 - with your body, 177–178
- Logic, 226–227
- Loneliness, 80
- Long-term plans, 22–23, 44–45, 160, 161, 195

Lottery, winning the, 29
 Loving, 32, 72
 See also Move toward love
 “Loving it all,” 72
 Loving yourself, 78–79

M

Maggot story, 73
 Managing interpretations, 104–106
 Mandela, Nelson, 224
 Mansfield, Katherine, 71
 Martyrs, 83, 252
 Massages and physical tension, 139
 Medical treatment, 20
 Meditation, 154–155, 204, 253
 See also Relaxation techniques
 Mental disorders, 20, 204
 Mental health centers, 134
 Mental notes, 150
 Mentors, 81, 250
 Micro-choices, 157
 Micro-lending, 252
 Ministers, 134
 Mistakes, 133
 celebrating, 86–87, 259
 as teachers, 87, 89
 Misunderstandings, 61, 172
 Models for others, 50
 Mohammed, 224
 Moment-to-moment choices, 157, 159, 161
 Money, 29, 163–166
 identifying with, 124
 See also Budgets; Savings
 and values, 167

Monitoring in changing habits, 205–206, 273
 MONOPOLY®, 220–221
 Moon landing, 38
 Moral guide, passions as, 24–25
 Mother Theresa, 253
 Motivation, 230–231
 Move toward love, 71–97
 be your own mentor, 81
 celebrating mistakes, 86–87, 89
 conflict, 90–91
 embrace problems and dance with them, 85, 88
 forgiveness, 92–93, 95
 give compliments, 96–97
 listing resentments, 94
 loving it all, 72–75
 loving yourself, 78–79
 practice loving it, 76–77
 problem keeping, 82–84
 problem solving, 80
 Multiple pathways, 39

N

National Aeronautics and Space Administration, 38
 Native Americans, 91
 Natural disasters, 102
 Natural high of exercise, 212
 Negotiation
 in letters, 91
 of promises, 67
 Nonprofit groups, 242
 Noonan, Peggy, 49
 Nutrition, 139

INDEX

O

- Obligation, 46, 47, 233, 242
 - in contribution, 252, 253
 - in ladder of powerful speaking, 110
 - and promises, 63
 - to act when listening, 177
- Observable behaviors, 64
- Observations in “I” messages, 112, 113
- Ogilvy, David, 181
- Opinions, 90, 124, 172, 229

P

- Pain
 - chronic, 102
 - loving the, 75
- Parker Brothers, 221
- Partners
 - in doing *Falling Awake*, 17
 - in meeting goals, 47
 - See also* Involving others
- Passion, 30, 248, 259
 - in ladder of powerful speaking, 110–111
 - as moral guide, 24–25
- Past versus future, 41–43, 194–195
- Peace, 154, 204
- Persistence, 219–239
 - clear thinking, 226–228
 - controversial topics, 229
 - courage, 224, 234–235
 - feelings and new actions, 238
 - hang in there ... and choose when
 - to hang it up, 220–221
 - motivation, 230–231
 - options, 225
 - play full out, 236–237, 239
 - procrastination, 232–233
 - stay in the inquiry, 222–225
- Personal boundaries, 80
- Personal growth seminars, 273
- Personal transformation, 204
- Perspective, 260
- Petit-Senn, John, 241
- Philanthropy, 25, 29
- Philosophers, 125
- Physical abuse, 94
- Physical sensations of fear, 85
- Physical tension, 138–140
 - See also* Relaxation techniques;
 - Tension and compliments
- Pictures (expectations), 128–130
- Piggybacking, 97, 176
- Pirsig, Robert, *Zen and the Art of Motorcycle Maintenance*, 220
- Planning
 - by creation, 41–43
 - by prediction, 41
 - in ladder of powerful speaking, 111
 - vision for your life, 22–23
 - zero-based, 41
- Play full out, 236–237, 239
- Play and fun, 212, 259
- Positions versus interests, 91
- Positive thinking, 256
- Possessions, identifying with, 124
- Possibility in ladder of powerful speaking, 110
- Posture, 177
- Poverty, 100, 252, 257, 258

- Power in conversations, 188–89
 - Powerful speaking, ladder of, 110–111, 119, 274
 - Practice in changing habits, 206–207, 273
 - Prayer, 138, 204
 - Prediction, planning by, 41
 - Preference in ladder of powerful speaking, 110
 - Prejudice, 33, 224
 - Prescriptions, 39
 - Previewing, 59
 - Prioritizing, 46–47, 136
 - Problems
 - in conversations, 196
 - eight ways to keep, 82–83
 - embrace and dance with, 85, 88
 - holding on to, 84
 - into questions, 200–201
 - serious, 20, 204
 - solving your, 80
 - taking responsibility, 103
 - Procrastination, 232–233
 - Professional help, 20, 85, 94, 106, 134
 - Promises
 - A priority, 46–47
 - breaking, 65
 - in ladder of powerful speaking, 111
 - making and keeping, 63–67, 69
 - Promotive, 33
 - Psychological abuse, 94
 - “Psychopath” versus “scenic path,” 197
 - Psychotherapists, 273
 - Public declarations
 - in changing habits, 205
 - for making promises, 66
 - Public works projects, 44
 - Purchases, 165–166
 - Purpose, 30
 - life, 34–35
 - and time management, 161
 - Pyramids, 44
- Q**
- Quality, commitment to, 87, 236
 - Quality of life, 2, 268
 - Questions
 - for clarification, 117
 - and listening, 177
 - problems into, 200–201
 - and statements, 60
- R**
- Racism, 224, 252
 - Rand, Ayn, 259
 - “Random acts of kindness and senseless acts of beauty,” 250
 - Rape, 94
 - Rational beliefs, 132–133
 - Rational Emotive Behavior Therapy (REBT), 132
 - Reasons for behaviors, 108–109
 - Receive or send, 170, 173, 179
 - Relationships, 253, 259
 - abusive, 134–135
 - conflict resolution, 90–91
 - and listening, 172
 - Relaxation techniques, 42, 140, 262
 - See also* Body scanning; Breathing; Meditation;
 - Physical tension

INDEX

- Religions, 138, 142
Religious persecution, 224
Requests, 116–118, 183
Resentments, 73, 92, 101
 costs of holding on to, 95
 listing, 94
 replacing with a positive wish, 93
Resignation, 38, 101, 236
 about problems, 83
 and contributing, 248
 and surrender, 143
Resistance, 80, 82
Response-ability, 100
Responses
 postponing, 173–174
 in requesting what you want, 116–117
 to stress, 131
Responsibility. *See* Taking responsibility
Retirement, 165
Reviewing, 59
Risk sounding foolish, 58
Risk taking, 86
Rituals for making promises, 66
Rogers, Will, 219
Roles, identifying with, 124–125
- S**
- Saunas, 139
Savings, 164, 165
 See also Money
Say no, 136
Say yes, 248
Scan your body to relax, 140
“Scenic path” versus “psychopath,” 197
Secrets, revealing, 68
Self-confidence and meditation, 154
Self-discipline, 24
Self-evaluation, 50–51
 strengths and weaknesses, 54–55, 271
Self-expression, 52, 56
Self-generating, 32
Self-help programs, 50
Self-image, 124–126
Self-judgment, 28
Self-knowledge, 87
Self-reproach, 198, 207, 210, 212, 248
Self-sabotage, 65
Self-talk, 132
Selfishness, 78, 248, 252–253
Send or receive, 170, 173, 179
Sense of urgency, 236
Serious problems, 20, 204
Shame, 51, 87, 103
Short-term plans, 160, 195
“Shoulds,” 24, 74
Siddhartha, Gautama, 224
Sighing and physical tension, 139
Singing and physical tension, 138
Sleep, 139, 154
Small change, big difference, 157, 158
Smoke-free, 24, 212
Solutions in conversations, 196
Souls, 30, 125
Speaking
 ladder of powerful, 110–111, 119, 274
 and not speaking, 61
 what you are not speaking, 59

- Speaking candidly, 33, 49, 56–57, 58–62
 - Spirituality, 25, 142, 170
 - Standards, 87, 236
 - Stanton, Elizabeth Cady, 252
 - Statements and questions, 60
 - Stay in the inquiry, 222–225
 - Strengths, 54–55, 72, 271
 - Stress and distress, 131, 141
 - Substitutions for habits, 217
 - Success Strategies
 - capsule summaries, 6–7
 - definition and background, 2–5
 - keeping the Success Strategies alive, 273–274
 - as options, 9
 - pick any topic and apply each
 - Success Strategy, 269
 - Success Strategies by title
 - Celebrate, 255–265
 - Change your habits, 203–217
 - Choose your conversations, 187–201
 - Contribute, 241–253
 - Determine what you want, 21–47
 - Focus your awareness, 147–167
 - Lighten your load, 120–145
 - Listen fully, 169–185
 - Move toward love, 71–97
 - Persist, 219–239
 - Take responsibility, 99–119
 - Tell the truth, 49–69
 - Suffragettes, 252
 - Sugar, 139
 - Sugar high, 24
 - Suggestions, 59, 273
 - Support groups, 231, 250, 273
 - See also* Involving others
 - Surrender, 142–144
 - Sweat lodge, 139
- ## T
- Taking on bigger problems, 245–247
 - Taking responsibility, 99–119
 - creating it all, 100–102
 - “I” messages, 112–115
 - ladder of powerful speaking, 110–111, 119
 - managing interpretations, 104–106
 - practice taking responsibility, 103
 - reasons for behaviors, 108–109
 - requesting what you want, 116–118
 - separating behaviors from interpretations, 107
 - Tanner, Deborah, 187
 - Tell the truth, 49–69, 85
 - choose what not to examine, 53
 - make and keep promises, 63–67, 69
 - practice total transparency, 68
 - self-evaluation, 50–51
 - self-survey, 54–55
 - speak candidly, 56–57
 - talk to a chair, 52
 - ways to just speak, 58–62
 - Tenses of conversations, 194–196
 - Tension and compliments, 96
 - See also* Physical tension
 - Testimonials for *Falling Awake*, 13, 268
 - Thanking, 96, 118, 178, 212
 - Theologians, 125

INDEX

- Therapy, 20
Think tank, 4
Thinking. *See* Clear thinking; Critical thinking; Logic
Third-party communication, 91
Thoughts
 in “I” messages, 113
 identifying with, 124
 loving your, 78
 in meditation, 155
Three-by-five cards, 11, 22, 29, 43, 46, 66, 95, 143,
 160, 167, 179, 193, 194, 210, 273
Tick marks, 150
Time, 29, 159–161
 management of, 159–161
 and values, 162
Time capsule, 12
Timelines
 for goals, 47
 in requesting what you want, 116
To-do lists, 160, 161, 230, 233, 245
Tolerance, 224
Tolstoy, Leo, 181
Topics of conversations, 196
Transparency, total, 68
Truth telling, 49–69, 85
 See also Honesty
Twelve-step programs, 134
- U
- Ultimate source of help, 142
Unconditional happiness, 127
Unconsciousness, 211
Understanding versus agreeing, 176
- United States Constitution, 44
Upset
 acknowledging, 28
 and equations, 125
Urgency, sense of, 236
- V
- Value judgments, 57
Values, 30, 227
 clarifying, 31, 40
 and habits, 217
 and money, 167
 sample set of, 32–33
 and time, 160, 162
Vegetarianism, 24, 212
Victimhood, 92, 101, 110, 142
Vision for your life, 22–23, 26–28, 227
Volunteering, 242, 243, 245
- W
- Wants in “I” messages, 113
War, 100
Weaknesses, 51, 54–55, 72, 271
Wealth, 257
Weather, 102
Weekly plans, 160
Weight Watchers, 50
West, Mae, 255
Will power, 222, 231
“Win-win,” 60, 90, 245
Winning the lottery, 29
Withholding, 52, 57, 61, 62

Work environments, 258–259
Working hard, 123
Working smarter, not harder, 237
Workshop syndrome, 273
World hunger, 28, 100, 252, 258
Worry, 132–137
Writing. *See* Journals

Y

Yelling “Stop!,” 133
You create it all, 100–102
“You” messages, 112
Yunus, Muhammed, 252

Z

Zen and the Art of Motorcycle Maintenance
(Pirsig), 220
Zero-based budgeting/planning, 41
Zooming out in place and time, 134, 260