



AIM HIGH!

101
Tips
For
Adults

Here are

101

**tips for
you
to be
happy
and
successful.**

**To get
the best
out of
life,**

**AIM
HIGH!**



Book designed by Larry Rubenstein

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**This book is for you.
It is for people everywhere.**

**The 101 Tips in this book will
make you a happier
person and a better person.**

**You already know many
of the tips and they are
already part of your life.**

**AIM HIGH! is your guide
for life.**

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Think!

Think before
you do something.

Consider the
alternatives before
you act.

Careful thinking
produces the best
results.

THINK



MORALS

Ethics and morals are important.

Ethics are the moral standards and rules of correct conduct.

An ethical person has the ability to pick and choose the proper way to act.

Take pride in acting correctly.



Have a positive attitude.

Be a positive person.

You can think only one thought at a time – make it a positive one.

Look for the positive in every experience, situation, and person.

ATTITUDE



GOALS

Develop your goals.

Goals are what you want to achieve.

Make a plan, and imagine yourself achieving your goals.

Your imagination and your work each day will help you achieve your goals.



Persistence pays.

Persistent people accomplish what they set out to do.

They act consistently until they reach a goal.

Persistent people achieve their goals.

PERSISTENCE





COMMITMENTS

**Make commitments,
keep your word.**

Follow through on the commitments you make.

Keeping commitments earns respect and trust from others.

You will become a stronger and better person if you keep your word.

Tell the truth.

Telling the truth is the right way to act.

Living with lies is harder than living a truthful life.

Being truthful and honest is important.

TRUTH





IMPRESSIONS

Make a good impression.

Always make a good impression.

Put your best foot forward.

First impressions are very important.

Neatness counts.

It is easier to function in a neat and orderly space instead of a mess.

You will feel better when your appearance and your environment are neat.

NEATNESS



HEALTH



Be healthy.

Develop habits that keep you healthy.

Maintaining good health is your decision and a lifelong choice.

You can make yourself healthy.

**Keep your hands
clean; wash them as
often as possible.**

Clean hands help to keep
you healthy.

Wash your hands with
soap and water for
at least 15 seconds.

Keep your hands clean.
Keep yourself healthy.

WASH



EAT

**Eat fruits and
vegetables, they are
good for you.**

Eat fruits and vegetables
each and every day.

They will energize you,
control your weight,
and keep you healthy.

Seven is the lucky
number of fruits and
veggies to eat each day.



Eat a good breakfast.

Start your day in a healthy way.

Eat nutritious foods that give you the energy your body needs to maintain your maximum efficiency throughout the day.

Breakfast keeps you awake.

BREAKFAST





MODERATION

Moderation.

Do things in a way that will not hurt you.

There is less chance of hurting yourself if you do things that may not be healthy or dangerous in moderation.

Charity.

Be a giving and charitable person.

If you can, volunteer to do something charitable.

CHARITY



DRIVING



Drive sober.

To drink, or to do drugs and to drive is a way to death.

Take a taxi, public transportation, or stay where you are.

A friend or relative will be much happier to pick you up anywhere when you are intoxicated rather than seeing you injured.

Exercise.

Exercise is important for your physical and mental well-being.

Develop an exercise routine and you acquire a healthy habit for life.

Enjoy your exercise.

EXERCISE



RELAX



Relax.

Take a break.

Sit by yourself in a calm and quiet place.

Close your eyes.
Breathe deeply for a few minutes.

Read a book, watch a television program or listen to music.

Find a method of relaxation that works for you.

Get enough sleep.

Doctors recommend that adults get between 6 and 8 hours of sleep each night.

SLEEP



LOOK

Look for the good in people and events.

Search for the good in everyone.

You will often find more than you expect.

Look at the sunny side of life.



Respect everyone.

Respect everyone in the same way that you want to be respected.

Respecting others is the best way to earn respect for yourself.

RESPECT



FAMILY



Be supportive of your family.

Spend time with your family and learn from them.

Get to know and enjoy your relatives.

Home.

Home is a place where
you can be yourself.

Protect and enjoy
your home.

HOME



TALK



Talk.

If you have a problem, try talking to a person who cares about you and wants the best for you.

If you are going to be out late, call to let someone know.

Do not go out or stay out late without letting someone know where you are.

It is wise to be cautious.

People must be informed of where you are to protect your safety.

CAUTION





EMPATHY

Empathize with others.

Empathy is your ability to identify with another person and understand their feelings and situation.

Empathy allows you to form an understanding with someone else.

When you can empathize with another person you are in touch with their feelings.

Be loyal.

Keep your loyalty to
the people you like.

Stand by their side
when they need you.

Your loyalty will
be appreciated.

LOYALTY





FRIENDS

Be a good friend.

To have a good friend you need to be a good friend.

Do things for and with your friend that you might not do with anybody else.

Enjoy your friends.

**Respect the
opposite sex.**

There are many
differences and
similarities between
men and women.

Respect the similarities
and differences.

PEOPLE





RESPONSIBILITY

Accept responsibility.

Take responsibility
for what you do.

Be a good person.

Learn.

Life is a constant learning experience.

Learn new things throughout your life.

Learn from your experiences.

LEARN



WORK



Enjoy your work.

Many people enjoy working and many do not.

Try to get all the satisfaction you can out of your work.

Make your work as pleasant as possible.

Reading is necessary.

Read something
you truly enjoy.

It could be the sports,
a magazine, gossip or
a book.

The more you read,
the easier it is to read.

READ





WORDS

Develop a good vocabulary.

To effectively convey what you feel and think, you need to learn as many words as possible.

As you learn more words, you will be able to express yourself better when either speaking or writing.

When you find a word you don't know, look it up in a dictionary; write down the definition and use the word.

Learn another language.

Learn a foreign language.

If you are lucky to live with others who speak another language, you might want to learn their language.

Learning another language will help you throughout your life.

LANGUAGE





COMPUTER

Use a computer.

A computer will give you the power to do everything from playing games to communicating with people throughout the world.

Use a computer to enrich your life.

Go to movies and watch television.

It's fun to go to movies and watch television.

Be selective. See movies and programs that relax you, entertain you, and educate you.

TV MOVIES





MUSIC

Listen to music.

The sound of music is one of life's pleasures.

Whether it is rap, rock, hip-hop, jazz, or opera, music is beautiful.

Listen and make your own choices.

Get a hobby.

Your hobby is a special interest you really enjoy.

You can listen to music, collect things, paint, write, or participate in sports.

Have fun with your hobby.

HOBBIES





CREATIVITY

Be creative and enjoy your creativity.

Artists, athletes, corporate presidents, and children are creative.

You can be creative in school, at home, or with your friends.

You can be creative in sports, in art, in music, with words, or with a computer.

Allow yourself to be creative.

Perfection.

People are not perfect.

Be happy being
yourself.

PERFECT





BE NICE

Be a nice person.

A nice person is pleasant to others.

People who are nice have a good attitude.

Being nice is nice.

Be kind.

Think about your actions and the type of person you want to be.

Be an understanding and charitable person.

Kindness makes everyone feel better.

KINDNESSES





FAIRMENESS

Be fair.

What seems fair to one person may not seem fair to another.

When you are fair with people, it is more likely that they will treat you fairly.

Show appreciation.

Everyone wants to be appreciated.

Express appreciation to others.

APPRECIATION





COURTESY

Courtesy counts.

Hold the door for somebody. Don't push when you are standing in line. Give up your seat to an elderly person on a bus or train.

When you are courteous, people will be courteous to you.

“Please” and “thank you” are really magic words.

By saying “please” and “thank you,” people show themselves to be thoughtful, respectful, and nice.

MAGIC





MANNERS

Use the best table manners.

People judge you by your manners.

Learn proper table manners.

Practice your manners, and they will become good habits.

Avoid rude words.

Avoid rude or crude words that might hurt or embarrass other people.

Always consider what effect your words will have.

RUDENESS





COMMUNICATE

Communicate constructively.

Get to the point.

Whether speaking or writing, keep your communications clear.

**Speak clearly and
maintain eye contact.**

Don't mumble.

Look directly at the
other person, maintain
eye contact, and
speak clearly.

When you have
something to say,
say it.

SPEAK





LISTEN

Speak up and then listen.

It is important to express your opinions.

There are situations that require listening.

Once you have made your point, stop talking and listen.

Ask questions.

Asking questions does not show a lack of knowledge, but rather the search for knowledge.

Ask questions in a thoughtful and polite manner.

Learn from the answers.

QUESTION





ADVICE

Listen to advice.

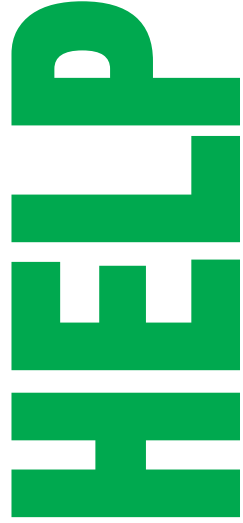
When a person gives you advice, listen.

You may accept or reject the advice.

The decision is yours.

Help others.

If you know someone
needs help, help.





MONEY

Money.

Save money.

**Plan to win and you will
be a winner.**

Tell yourself several
times each day that you
are a winner and you
will accomplish what
you want.

A winning attitude
creates a winner.



LOSE



Winning isn't always everything.

No person or team wins all the time.

Don't dwell on losses.

Look forward to the next time you will win.

Keep your confidence and your next win will be sooner than you think.

Everyone makes mistakes.

We all make mistakes.

Learn to avoid making the same mistakes twice.

MISTAKES





SEEK

Seek help.

Don't be embarrassed to ask for help.

People like to help each other.

Seek help from the best person available.

Show your appreciation to the person helping you.

Sorry.

If you hurt someone's feelings, apologize.

If you make a mistake, apologize.

Saying "I'm sorry" will make you and the other person feel better.

SORRY





CRITICS

Learn to deal with criticism.

No one likes to be criticized.

Deal with the criticism in a positive way.

Don't blame the messenger. Just listen to the message and do your best.

Forgive.

Show forgiveness
in your heart and in
your mind.

Be a forgiving person.

FORGIVE





PEACE

Violence is not the solution.

Talk out your problems,
don't fight about them.

Listen, speak, and
resolve your differences.

Be a peaceful person.

Plan your life.

Don't leave your life
to chance.

Think about what you
want to achieve.

Your life belongs
to you.

PLAN





RULES

Follow the rules.

Know the rules
and go with them.

Breaking rules causes
punishment and other
consequences.

Follow rules.

Use time wisely.

Plan your activities
so that you can
accomplish all you
want.

**W
M
T
F**





Keep motivated.

Motivation is the desire to achieve and accomplish what you want in life.

Keep yourself motivated and enjoy your progress.

**Take one step
at a time.**

Every goal has
many steps.

Go step by step.

Accomplish something
each day and you will
accomplish what you
want in life.

STEPS





BEST BEST BEST

**Try hard –
do your best.**

Always strive to
do your best.

Your extra efforts,
giving 100 percent,
giving it your all will
lead to the extraordinary
accomplishments in
your life.

If you try hard and
keep a positive
attitude, you will
always do your best.

Reward yourself.

When you achieve something, reward yourself.

Buy yourself a present, go to a movie, do a special fun activity.

You deserve to reward yourself when you achieve things in your life.

REWARDS





PRACTICE

Practice, practice, practice...

To be good at anything
you need to practice.

No one is a champion
or a gold-medal winner
without practice.

People born with
extraordinary talents
still must practice
their skills.

Practice with a
positive attitude and
you will succeed.

Try, try, try again.

Work your way
around obstacles.

Don't give up until
you have tried all of
the proper ways to
achieve your goal.

Keep trying and you
will succeed.

TRY AGAIN





DAYS

Some days are better than others.

Everyone has good and bad days.

Life is not one steady flow of good or bad events.

Try to remember the good in each day.

When things are bad, keep your positive spirit and remember tomorrow will be a better day.

Be careful.

Be careful about the way you lead your life.

Think and use good judgment in what you say and do.

JUDGMENT





STAND UP

Stand up for yourself.

Stand up for what you believe in.

Be flexible.

Flexibility allows you to adjust to change in a constructive way.

Be flexible.

FLEXIBILITY





COMPROMISE

Life is full of compromises.

No one gets their way all the time.

Learn to compromise and you will get what you want most of the time.

**Don't feel sorry
for yourself.**

Bad things happen
to everyone.

Don't get stuck in
self-pity.

Focus your energies
on being positive and
regaining your spirit.

SPIRIT





ANGER

Express anger in a constructive way.

Learn to deal with anger in a constructive way and non-violent way.

Some people scream, some people rip things up, and some people keep the anger inside of them.

If you are angry at someone, let them know your feelings.

When you let go of your anger, you will feel better.

It's okay to cry.

Crying is an important expression of human emotion.

Don't be embarrassed to cry.

Presidents, athletes, and just regular people cry.

A good cry will make you feel better.

CRY 



HEALING

Time heals.

Some wounds take longer to heal than others.

As time passes your hurts, your injuries, and your mind and body will heal.

Have a Win/Win attitude.

Any situation is better if both people can be winners.

If you can convince another person that your position is correct and, at the same time, the other person gains something, then you have created a Win/Win situation.

WINNERS





FAILURE

People fail, but they are not failures.

Failure is part of life.

Because you fail does not make you a failure.

Learn from the failure.

Put it behind you and move on.

Believe in yourself.

When you believe in yourself, you have the ability to do almost anything you set your mind, heart, and body to.

Have confidence in your ability to succeed, and you will.

YOU 



ENTHUSIASM

Be enthusiastic.

Enthusiasm is the joy you show when doing your daily activities.

When you are enthusiastic, whatever you are doing becomes more pleasurable.

Enthusiasm is contagious.

View problems as challenges.

Problems are challenges to overcome.

Face problems and handle them quickly.

Use your creativity, imagination, common sense, and intuition to solve problems.

PROBLEMS





HAPPINESSES

Think happy.

Think happy thoughts.

When you are down, replace your negative thoughts with positive, happy thoughts.

Let your thoughts be happy throughout your day.

Smile.

When you smile,
people around you
smile with you.

A smile cheers up a
room, makes a difficult
situation more pleasant,
and creates good
feelings among people.

SMILE





HUMOR

Develop a sense of humor.

A sense of humor makes both the serious moments in life and the lighter moments more enjoyable.

It is good to laugh at yourself as well as having the ability to enjoy another person's humor.

Lighten up!

Play.

Find an activity that
you enjoy and have fun.

PLAY





NATURE

Enjoy nature.

Trees, the sky, the birds, and weather are true wonders of nature.

Take time to enjoy the natural wonders that are a part of your world.

Have heroes.

Heroes are women and men of excellence who did great things.

Model yourself after your heroes.

HEROES



LOVE

You are loved.

You are loved by many people.

People show love in different ways.

Learn to recognize different types of love.

Show love to those you love.

Dream.

Dream the possible
and the impossible.

If you dream something
often enough, it becomes
a goal in your life.

Dreams come true when
you achieve your goals.

DREAM





MIRACLES

Miracles happen.

Things happen in life
that can't be explained.

Miracles do happen.

Begin again.

Starting something is the first step to completion.

Don't be afraid to start again.

If you don't begin, you can't reach the end.

BEGIN 



PRIDE

**Be proud; take pride
in yourself.**

Keep your positive
mental attitude and try
your best, and you
will feel proud about
yourself.

Be courageous.

Courage conquers fear.

Be courageous!

COURAGE





Love life.

Life is good.

Enjoy yourself
and be happy.

AIM HIGH!

Enjoy your life.

AIM HIGH!

