

Mix & Match Print Newsletter Content Options

INSTRUCTIONS: Every other month, you'll be sent a reminder email that asks you to select your articles for the upcoming Mix & Match print newsletter issue. Using the titles below, **select one article from each section** and reply to our email with the five titles. (If you want to get a better feel for our article content and writing style, go to www.ArticlesForSale.net and peruse the excerpts.) Each section corresponds to a section in the newsletter, so don't double-dip! Only one article per section!

For questions, contact Linda Puig at Claire Communications, 866-200-6945.

For each issue, pick one article from each of the five sections below. Keep track of your selections issue to issue. Article choices will be updated once a year.

SECTION 1: Page 1 Feature Articles

- Page 1: Legacy: What Are You Leaving Behind?
- Page 1: Credibility: A Critical Foundation of Leadership
- Page 1: Improving Performance With Collaboration
- Page 1: Curiosity and Results: What's the Connection?
- Page 1: Overcoming the Obstacles to Midlife Career Change
- Page 1: Becoming a Trusted Leader
- Page 1: The Active Leader: Moving from Ideas to Action
- Page 1: Designing the Alliance
- Page 1: Exploring Perspectives at Work
- Page 1: Powerful Speaking
- Page 1: Accessing the Power of Meaningful Work
- Page 1: Job Transition: Why the First Few Months Are Critical
- Page 1: Effective Listening
- Page 1: Is It Time for a Productivity Tune-Up?
- Page 1: Lessons in Ethics
- Page 1: Quiet Leadership
- Page 1: Attraction—Getting What You Want to Come to You
- Page 1: The Profit Imperative
- Page 1: Impossible Thinking
- Page 1: Tolerations
- Page 1: A Good Laugh is Good for Business
- Page 1: Time is More Than Money: It's Your Life!

- Page 1: Disconnect: Exploring Workers' Emotional Connection to Jobs
- Page 1: Thinking Like an Entrepreneur (Inside the Corporate Walls)
- Page 1: Everyday Leadership: An Inside Job
- Page 1: Taking Stock of Our Lives
- Page 1: The Health of the Human Spirit
- Page 1: Optimizing Your Life Energy
- Page 1: The Holidays: Here They Come, Ready or Not
- Page 1: Curiosity
- Page 1: How Avoiding Things Keeps Us Small
- Page 1: Giving an A: Possibility, Not Measurement
- Page 1: How I See It: A Look at Perspectives
- Page 1: "Scare" Yourself Into the Life You Want
- Page 1: Lifestyle: Choice Not Chance
- Page 1: Self-Acceptance
- Page 1: Optimism: A Positively Essential Life Skill
- Page 1: Power of Intention
- Page 1: Empowerment Through Self-Forgiveness
- Page 1: Fear: A Little Word with a Big Voice
- Page 1: Self-Responsibility Starts with an "I"
- Page 1: Out of Judgment and Into Aliveness
- Page 1: The Wise Teacher: Life Lessons from the Garden
- Page 1: Reclaiming Our Lost Silence
- Page 1: Enrich Your Life...Take Risks!
- Page 1: Taking Control of Your Life
- Page 1: Self-Care: Becoming Your Own Best Friend

SECTION 2: Top 10s

- Top 10 Myths About Owning Your Own Business
- Top 10 Ways to Get a Good Night's Sleep
- Top 10 Powerful Writing Tips
- Top 10 Best Email Habits
- Top 10 Ways to Stay Accountable
- Top 10 Ways to Handle Difficult Conversations
- Top 10 Tips for Great Idea Generation
- Top 10 Ways to Keep Your New Year's Resolutions

- Top 10 Questions for Your Year-End Review
- Top 10 Stress Reducers
- Top 10 Questions to Ask Yourself Before Taking a Leadership Role
- Top 10 Things to Do to Get Hired
- Top 10 Powerful Questions That Work
- Top 10 Ways to Have a Successful Business Meeting
- Top 10 Everyday Retreats
- Top 10 Ways to Lighten Up at Work
- Top 10 Myths of Public Speaking
- Top 10 Ways to Take Care of Yourself at Work
- Top 10 Sources of Stress
- Top 10 Considerations When Choosing a Partner
- Top 10 Ways to Set Clear Expectations
- Top 10 Ways to Support Your Team
- Top 10 Fears that Keep Us from What We Want
- Top 10 Steps to Achieve SMART Goals
- Top 10 Ways to Handle Adversity
- Top 10 Ways to Have a Great Day
- Top 10 Ways to Chase the Winter Blues
- Top 10 Ideas for Journaling
- Top 10 Daily Relationship Practices
- Top 10 Warning Signs of Stress
- Top 10 Barriers to Connection
- Top 10 Routine Maintenance Points
- Top 10 Ways to Start (and Maintain) a Good New Year
- Top 10 Things to be Grateful For
- Top 10 Ways to Cope with Change
- Top 10 Ways to Simplify Your Life
- Top 10 Ways to Build & Keep a Positive Attitude
- Top 10 Ten Signs of Strength
- Top 10 Ten Ways to Stay with Today
- Top 10 Ten “Top 10” Lists to Create
- Top 10 Ten Things We Can Control
- Top 10 Ways to Sidestep Holiday Stress
- Top 10 Things to Say to Yourself
- Top 10 Questions to Ask Yourself

SECTION 3: Quizzes

- Quiz: Are You Taking Good Care of Yourself?
- Quiz: How's Your Integrity?
- Quiz: How Well Are You Maintaining Your Personal Brand?
- Quiz: Are You a "Warrior" at Work?
- Quiz: How Well Do You Make Presentations?
- Quiz: How Controlling Are You?
- Quiz: Are You Sabotaging Yourself?
- Quiz: Do You Have the People-Pleasing Syndrome?
- Quiz: How Defensive Are You?
- Quiz: Test Your Temper
- Quiz: How's Your Joy Level at Work?
- Quiz: Practicing Empathy in the Workplace
- Quiz: How Well Do You Motivate Others?
- Quiz: How Well Do You Handle Workplace Conflict?
- Quiz: How Well Do You Handle Failure?
- Quiz: How Well Do You Manage Your Energy?
- Quiz: How Well Do You Recognize Those Who Work With You?
- Quiz: How Well Do You Delegate?
- Quiz: Do You Have Workaholic Habits?
- Quiz: How Well Do You Handle Worry?
- Quiz: How Well Do You Deal with Change?
- Quiz: How Well Do You Communicate?
- Quiz: How Healthy Is Your Relationship with Money?
- Quiz: Are You Too Busy? How Can You Tell?
- Quiz: Are You a Perfectionist?
- Quiz: How Well Do You Express Your Needs?
- Quiz: How Well Do You Fulfill Your Basic Needs?
- Quiz: How Healthy Are Your Boundaries?
- Quiz: How Well Do You Handle Overwhelm?
- Quiz: How Well Do You Love Your Body?
- Quiz: Are You Living with a Victim Mentality?
- Quiz: How Well Do You Handle Anxiety?
- Quiz: Are You Playing the Blame Game?
- Quiz: How Healthy Is Your Self-Esteem?
- Quiz: How Well Do You Take Responsibility for Yourself?

- Quiz: How Well Do You Handle Fear?
- Quiz: How Much Joy Can You Stand?
- Quiz: How Well Do You Stay in the Present?
- Quiz: How Well Do You Handle Stress?

SECTION 4: Page 3 Feature Articles

- Page 3: The Victim at Work
- Page 3: Listening Practices: Tips and Traps
- Page 3: Getting Unstuck
- Page 3: From Drive to Overdrive: Kicking Your Momentum Into High Gear
- Page 3: Playing to Strengths
- Page 3: Creating Systems for Success
- Page 3: Business Results of Coaching
- Page 3: Marketing Lessons for Anyone in Any Walk of Life
- Page 3: Bounce Back: Developing Emotional Resilience
- Page 3: Emotional Intelligence and the Resonant Leader
- Page 3: Competing Devotions
- Page 3: Dealing with Difficult Co-Workers
- Page 3: Mentoring for Success
- Page 3: Personal Branding
- Page 3: Procrastination: The Thief of Time
- Page 3: The Importance of Follow-Through
- Page 3: Getting Organized for Success
- Page 3: Building Endurance for Maximum Performance
- Page 3: Improving Personal Productivity
- Page 3: Productive Partnerships
- Page 3: Succeeding with Failure
- Page 3: Getting Beyond Our “Stories” at Work
- Page 3: Taking the War Out of Our Words
- Page 3: Claiming the Empty Spaces: The Importance of Idle Time in a Fast-Forward World
- Page 3: Recognizing Burnout
- Page 3: Intuition at Work: A Pathway to Unlimited Possibilities
- Page 3: Life Stages: Changes, Choices and Challenges
- Page 3: Give Your Relationship a Tune-Up
- Page 3: Loving Yourself: If Not Now, When?

- Page 3: Living From Gratitude vs. Grievance
- Page 3: The Power of Forgiveness: Moving Forward by Letting Go of What's Past
- Page 3: Creative Conflict
- Page 3: Accepting the Gift of Criticism
- Page 3: Gifts of the Shadow
- Page 3: Organize Yourself for *Life!*
- Page 3: Commitment: It's Not Just About Relationships
- Page 3: Befriending Anger
- Page 3: Power of Poetry
- Page 3: Letting Go
- Page 3: Voice of the Inner Critic
- Page 3: Taking Feedback (to Heart)
- Page 3: Grace in Action
- Page 3: An "Exercise" in Vitality
- Page 3: Taming the Monster: When Envy Rears Its Ugly Head, Listen to What It Has to Say
- Page 3: Got a Hunch? Trust It. Intuition: A Pathway to Unlimited Possibilities
- Page 3: Overcoming Overwhelm

SECTION 5: Page 4 Feature Articles

- Page 4: How Healthy Is Your Relationship to Money?
- Page 4: Speaking Clearly
- Page 4: The Green Office
- Page 4: Time Chunking
- Page 4: Don't Miss a Step—Take Time to Celebrate!
- Page 4: The Hat Trick: How to Wear the Right "Hat" for the Task
- Page 4: Giving an A: Measuring Possibility
- Page 4: Getting Things Done on Time
- Page 4: Unlocking the "Yes": Pitching Your Project Past Resistance
- Page 4: Changing "Yes, But" Thinking
- Page 4: Parenting as a Management Tool
- Page 4: The Role of Games in Building World-Class Teams
- Page 4: Generating Brilliant Ideas
- Page 4: Keeping Your Cool in Negotiations
- Page 4: Optimism: A Positively Essential Work Skill
- Page 4: Speaking Up
- Page 4: Working the Networking Groups

- Page 4: Playing the Inner Game to Win
- Page 4: Developing Dynamite Presentation Skills
- Page 4: Taking Control: It's a One-Person Job
- Page 4: Taking Feedback (to Heart)
- Page 4: Money Talks, But What's It Really Saying?
- Page 4: Emotional Work Connection: Bridging the Gap
- Page 4: Unlocking the "Yes": Pitching Your Project Past Resistance
- Page 4: Putting the Value Back into Performance Evaluations
- Page 4: The *Serious* Importance of Play in Our Lives
- Page 4: Respect for Others and Self
- Page 4: "Normal" Is a Very Big Playing Field
- Page 4: Asking for What You Want
- Page 4: Resentments & What to Do with Them
- Page 4: Make Your Worrying Work for You
- Page 4: Paying Attention to Red Flags
- Page 4: Life's Choice Aren't All Easy, But They Are All Yours
- Page 4: Maintaining Balance is an Inside and Outside Job
- Page 4: Money Talks, But People Don't
- Page 4: Listening to Our Bodies
- Page 4: A New Look at Selfishness
- Page 4: Tending the Fences: Setting Healthy Boundaries
- Page 4: Moving Sleep Up on the Priority List
- Page 4: Truth About Lies
- Page 4: How to Say Yes to Yourself and No to Others
- Page 4: The Call to Create
- Page 4: Recognizing Victimhood
- Page 4: Putting Childhood Play to Work for Us
- Page 4: The Ultimate Act of Self-Care: Clearing Clutter
- Page 4: Enough Not Being Enough
- Page 4: Move Your Body, Move Your Soul
- Page 4: What's (Self) Love Got to Do With It?
- Page 4: Cultivating an Attitude of Gratitude
- Page 4: A Merry Heart Doeth Good Like a Medicine (The Benefits of Laughter)
- Page 4: To Make Time, Take Time