

COMMUNICATE INSTRUCTIONS TO EMPLOYEES &
COLLEAGUES CLEARLY, SET PRIORITIES, LET GO YOUR
FEARS & PSYCHOLOGY

Simone Janson (ed.)

GIVE UP YOUR WORK!



**DELEGATING &
OUTSOURCING AS ANTI-
STRESS METHOD NO. 1**

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Give up Your Work! Delegating & Outsourcing as Anti-Stress Method No. 1

Communicate instructions to employees & colleagues clearly, set priorities, let go your fears & psychology

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Profound Expert Knowledge, Quality Assurance and AI: The Concept of Publisher of the Year Best of HR - Berufebilder.de®

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Introduction: Information, Experiences of Success, Inspiration - you'll find all that in this Book

Dear readers,

glad we could convince you of the 4th, significantly extended edition, like thousands of readers before. Because this book makes your success tangible: In the following pages, you will not only encounter expert knowledge, but also a wealth of practical tools and resources that can help you achieve your goals and realize your full potential.

Achieve Goals Interactively: Awards, Press Reviews, Customer Feedback

For its interactive concept, the publisher was not only awarded the Global Business Award as Publisher of the Year by Corporate Vision Magazine and supported by the Minister of State for Culture and Media of the Federal Republic of Germany, but also repeatedly recognized in renowned media such as **ZEIT**, **Süddeutsche**, **personalmagazin**, or the special magazine **Personalführung**. For example, the **FAZ**, one of the most influential Newspapers in Germany, attests to us "good actionable tips" and customers like the **Press and Information Office of the German Federal Government** are enthusiastic. You can find many more reviews as well as information on free review copies at <https://best-of-hr.com/press/>.

Renowned experts from various fields - overview in the table of contents - have compiled their expertise and experiences to provide you with valuable insights and advice, practical and condensed. As a reader, you will also receive working materials as part of your book purchase, which you can download for free at <https://best-of-hr.com/academy/>. In addition, workbooks are available to help you reflect on the inspirations from this book.

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Your Benefit in concrete Terms: Content, Organization and Structure of the Book

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So you see: from cost savings to access to knowledge and education, to the opportunity to experience and live your own successes, to inspiration for entrepreneurial activities, and the possibility to earn money with our publishing house - reading our books can provide you with financial benefits in various ways.

Fashion Disease Burn Out: 7 tips against overconfidence

// By Jörg Steinfeldt

Especially in positive phases, in the intoxication of success, the feeling of one's own unlimited possibilities arises. But just then one's own physical, psychological and intellectual limits should be present. Over-the-top self-esteem often bursts suddenly and hard in reality.

Be realistic with yourself

The most important thing is to know yourself and to judge correctly. Think about yourself. This assumes knowing yourself. To answer elementary questions: Who am I, what can I do, what do I want, how can I achieve this? Which strengths, weaknesses, professional skills, social skills, character traits, drivers do I have?

Whoever builds up should be able to organize. Those who sell should have a positive effect on people. Anyone working in a team should be able to work in a team. If you see yourself as persistent, you should be able to listen to a CD. If you misjudge yourself, you will have problems.

The mantra of "anything goes"

The principle applies: you are no different! Not only children, many adults also want to be like the "on the cover of the magazines". Advertising, casting shows and grandparents' money suggest "anything goes"! For this we throw one or the other overboard and hid the circumstances of our own lives. Appearance blinds being. But dream worlds make us neither a George Clooney nor a Steve Jobs.

Accept yourself the way you are. To work on oneself, to develop oneself, we should all do that. Only change is constant, life knows no "finished", it is only stopped by death. To quarrel, to bend, that does not help us. The key to solutions that we can not provide ourselves often lies with others who help and supplement us with their skills.

Maintain ground adhesion

Set goals, happy also great, but remain realistic in what you can achieve when. Your goals should match you and your personality profile.

Only then will you have a connection between drive and implementation and not fall into a hole, since between claim and reality has opened.

Change is enrichment

Many Burn-Outers feel what is required of them as a burden that crushes them. You see yourself as a victim. They are not clear with the change in the workplace. Change yes, but not with me.

Flexibility to do other things, new requirements, to learn, that does not fit into the lives of those I call the people who have set up their lives, and who wish that things always go on. What does not happen.

To accept setbacks

This is precisely the situation in which job-seekers in the big companies have their problem. If they are overwhelmed, their limits - mostly intellectual - have left behind, then they have not failed but burn-out.

But do not let it get that far. Do not just look in the mirror every day because of the wrinkles. Remind this food for thought. Then you stay in the balance - professionally as well as privately. Even if burnout is not a disease:

7 tips against overconfidence

1. The better you know yourself, the less you appreciate the wrong.
2. Accept yourself
3. Who knows its limits, does not surpass.
4. Set goals, but do not blind the reality
5. Live healthy
6. Care for withdrawal and compensation.
7. You can not give your responsibility for yourself.

Accept change

People who are afraid of changes ultimately have difficulty making decisions. Do not develop false fears.

Accept changes, yes, be curious, they enrich our lives. Do what you do with enthusiasm that gives you the feeling of satisfaction and happiness. Be a convict.

Live appropriately

Live healthy. Proper nutrition, sport without exaggerated performance, enough sleep at a time, there are signs of righteousness, but we should stick to it in order not to provoke diseases.

Use and stress, tension and tension can have a positive effect, release adrenaline. Only someone who spans the bow has a problem. The old artisan saying "After all comes loose" applies not only to screws, but also to our bodies.

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