

ATTRIBUTES AND PRACTICES OF SUCCESS

ATTRIBUTES OF A SUCCESSFUL BUSINESSPERSON

- **Determination:** Be persistent, especially when you fail.
- **Honesty:** Always speak and live the truth.
- **Responsibility:** Be trustworthy and dependable.
- **Thoughtfulness:** Think of others before yourself.
- **Confidentiality:** Don't share information you know to be confidential or that you have been asked to keep to yourself.
- **Punctuality:** Be on time, every time.
- **Self-control:** Make wise decisions. Don't let emotion lead you astray or let a fear of being wrong hold you back from making decisions.
- **Patience:** Whether you're eager to speak next or to reach your next goal, accept that "your turn will come." This doesn't mean settling for inaction, however. Being patient isn't the same as being complacent.
- **Purity:** Reject anything that lowers your personal standards or the standards of those you serve.
- **Compassion:** To offer compassion is always one of life's rich experiences.

PRACTICES OF A SUCCESSFUL BUSINESSPERSON

- Involve others in developing "common visions."
- Express your viewpoint, but be open to what others think.
- Set clear objectives and milestones to check your progress toward your goals.
- Focus on excellence, not perfection.
- Encourage others to express their ideas.
- Create a trusting environment that encourages learning.
- Focus on team building and address issues that build barriers to effective group communication.