

## Habit 1: Be Proactive

Listen to your language and to the people around you. How often do you hear reactive phrases such as, *If only, I can't, I have to*?

Jot down those phrases below and turn them into proactive phrases.

### Reactive Language

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There's nothing I can do.  
That's just the way I am.  
She makes me so mad.  
I have to do that.  
I can't.  
I must.  
If only.

### Proactive Language

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Let's look at our alternatives.  
I can choose a different approach.  
I control my own feelings.  
I can choose another way.  
I choose.  
I prefer.  
I will.

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