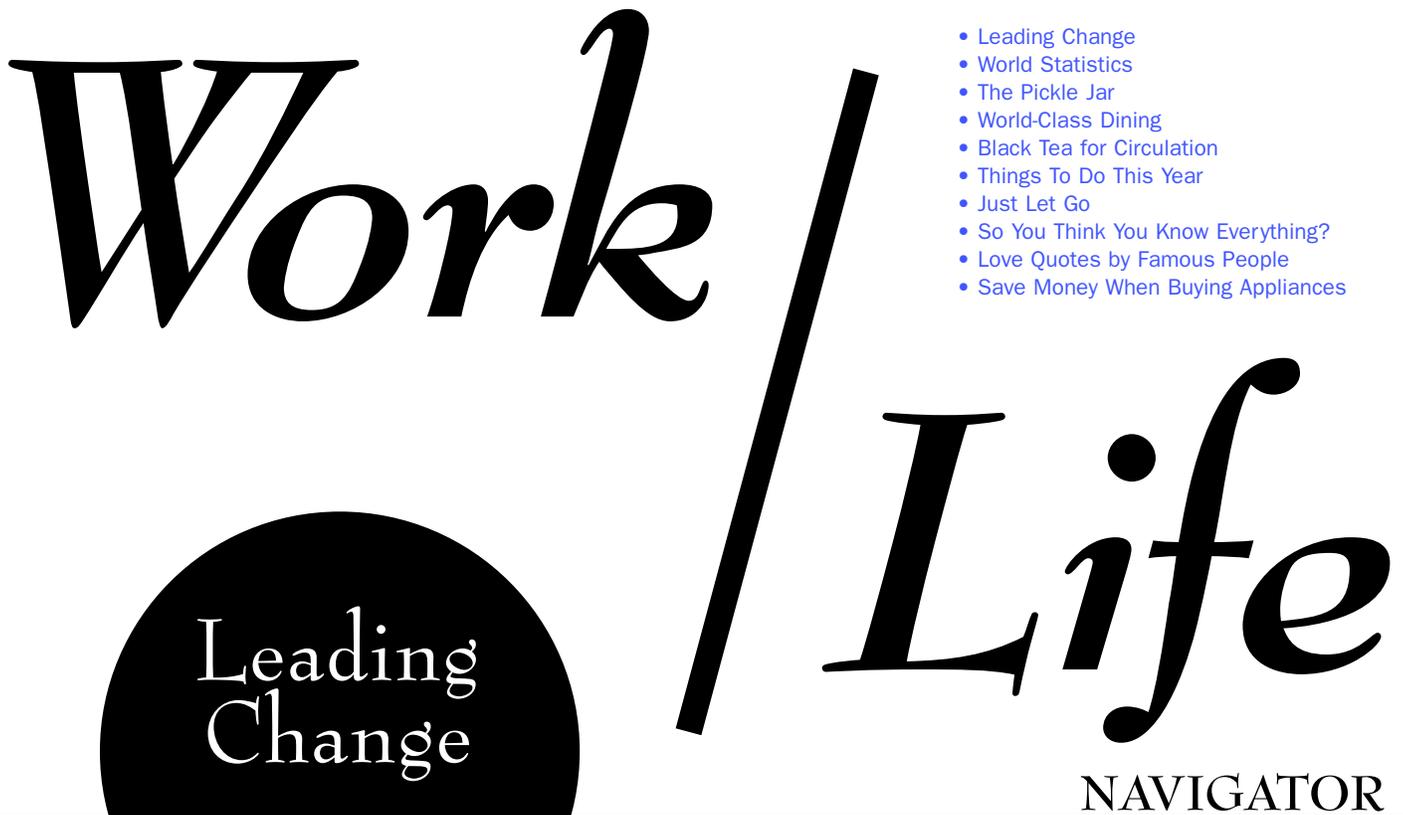


- [Leading Change](#)
- [World Statistics](#)
- [The Pickle Jar](#)
- [World-Class Dining](#)
- [Black Tea for Circulation](#)
- [Things To Do This Year](#)
- [Just Let Go](#)
- [So You Think You Know Everything?](#)
- [Love Quotes by Famous People](#)
- [Save Money When Buying Appliances](#)

Work / Life



Leading Change

NAVIGATOR

By Dr. John C. Maxwell

Leadership is about change. If you need no change, you need no leader. In times of change, people seek out more and better leaders. Those successful sought-out leaders embrace the following thought: "The best reformers the world has ever known are those who began with themselves."

Mahatma Gandhi said, "We must be the change that we envision." Tolstoy said, "Everyone thinks of changing the world, but no one thinks of changing himself."

The following comments are about personal change:

1. One person cannot change another person.

When I started as a young leader, I thought that a leader could change the people; and boy, did I work at it. I said, "All right, I'm going to give them thoughts, ideas, and principles; and I'm going to change people."

After several years, I awakened to the thought that the only person who can change himself or herself is himself or herself. You can change yourself, but I cannot change you. You see, I am responsible to you, but I am not responsible for you; and there is a world of difference between those two. I am responsible for teaching you good leadership. I am responsible for sharing things that can help add value to your life; but you are the only one who can take

responsibility to change yourself, and that is what this whole article is about.

2. Most people need to look at the way that they look at change.

How many times have you heard somebody say, "I sure hope things will change." The only way things will change for me is when I change. It has nothing to do with hope. You can't just say, "Well, I just hope things will change around me," and expect results. The only way that things will change for me is when I change.

I also have heard this before, "I don't know why I'm this way." Well, you are the way you are because that is the way you want to be. Let's expose it for what it really is.

3. When you make the right personal changes, other things begin to turn out right.

So when people say, "I'd like things to turn out better for me; I'd like things to turn out right; I'd like things to turn out better in the organization or in my family," I say to them, "Start by making personal changes."

(Source: Dr. John C. Maxwell, author and speaker)

WEB SITE PICKS

<http://worldometers.info>

World statistics are displayed in real time at this site.

INSPIRATION

The Pickle Jar

The pickle jar, as far back as I can remember, sat on the floor beside the dresser in my parents' bedroom. When he got ready for bed, Dad would empty his pockets and toss his coins into the jar.

As a small boy I was always fascinated at the sounds the coins made as they were dropped into the jar. They landed with a merry jingle when the jar was almost empty. Then the tones gradually muted to a dull thud as the jar was filled. I used to squat on the floor in front of the jar and admire the copper and silver circles that glistened like a pirate's treasure when the Sun poured through the bedroom window.

When the jar was filled, Dad would sit at the kitchen table and roll the coins before taking them to the bank. Taking the coins to the bank was always a big production. Stacked neatly in a small cardboard box, the coins were placed between Dad and me on the seat of his old truck.

Each and every time we drove to the bank, Dad would look at me hopefully. "Those coins are going to keep you out of the textile mill, son. You're going to do better than me. This old mill town's not going to hold you back." Also, each and every time, as he slid the box of rolled coins across the counter at

the bank toward the cashier, he would grin proudly. "These are for my son's college fund. He'll never work at the mill all his life like me."

We would always celebrate each deposit by stopping for an ice cream cone. I always got chocolate. Dad always got vanilla. When the clerk at the ice cream parlor handed Dad his change, he would show me the few coins nestled in his palm. "When we get home, we'll start filling the jar again."

He always let me drop the first coins into the empty jar. As they rattled around with a brief, happy jingle, we grinned at each other. "You'll get to college on pennies, nickels, dimes, and quarters," he said. "But you'll get there. I'll see to that."

The years passed, and I finished college and took a job in another town. Once, while visiting my parents, I used the phone in their bedroom and noticed that the pickle jar was gone. It had served its purpose and had been removed. A lump rose in my throat as I stared at the spot beside the dresser where the jar had always stood.

My dad was a man of few words and never lectured me on the values of determination, perseverance, and faith. The pickle jar had taught me all these virtues far more eloquently than the most flowery of words could have done.

When I married, I told my wife Susan about the significant part the lowly pickle jar had played in my life as a boy. In my mind, it defined, more than anything else, how much my dad had loved me. No matter how rough things got at home, Dad continued to doggedly drop his coins into the jar. Even the summer when Dad got laid off from the mill and Mama had to serve dried beans several times a week, not a single dime was taken from the jar. To the contrary, as Dad looked across the table at me, pouring cat-sup over my beans to make them more palatable, he became more determined than ever to make a way out for me. "When you finish college, son," he told me, his eyes glistening, "you'll never have to eat beans again . . . unless you want to."

The first Christmas after our daughter Jessica was born, we spent the holiday with my parents. After dinner, mom and dad sat next to each other on the sofa, taking turns cuddling their first grandchild. Jessica began to whimper softly, and Susan took her from Dad's arms. "She probably needs to be changed," she said, carrying the baby into my parents' bedroom to diaper her.

When Susan came back into the living room, there was a strange mist in her eyes. She handed Jessica back to Dad before taking my hand and leading me into the room. "Look," she said softly, her eyes directing

me to a spot on the floor beside the dresser. To my amazement, there, as if it had never been removed, stood the old pickle jar, the bottom already covered with coins.

I walked over to the pickle jar, dug down into my pocket, and pulled out a fistful of coins. With a gamut of emotions choking me, I dropped the coins into the jar. I looked up and saw that Dad, carrying Jessica, had slipped quietly into the room. Our eyes locked, and I knew he was feeling the same emotions I felt. Neither one of us could speak.

—Anonymous

"Daring ideas are like chessmen moved forward. They may be beaten, but they may start a winning game."

—Goethe

ETIQUETTE

World-Class Dining

"Eating is not an executive skill . . . but it is especially hard to imagine why anyone negotiating a rise to the top would consider it possible to skip mastering the very simple requirements...what else did they skip learning?"—A *Fortune* 500 CEO

Yes, we're all judged by our table manners, and we judge others by their table manners. Follow these tips to be at ease as a guest or host/hostess, and you'll be judged favorably. Bon appétit.

1. Taking your seat. Move to the right of your chair and enter from your left side. Exit the same way. You always enter and exit as if you were a "passenger in a left-seat drive car."
2. Resist the urge to touch anything on the table. Your elbows or forearms are never placed on the table. Continental style: wrists may rest on the table. American style: one wrist rests on the table and the other on the lap, or both rest on the lap.
3. The host leads the way. Wait for the host to pick up his/her napkin before picking up yours. If there is no host, wait until at least three people are seated. Do not unfold the napkin until it is on your lap. Place your napkin on the chair when excusing yourself.
4. Wait for the host to start eating. The host signals the beginning of each course.
5. BMW. Your bread plate is on your left, your meal is in the center, and your water is on your right. Knives and spoons are on your right; forks are on your left.

6. Soup is spooned away from you. Sip the soup from the side of the spoon. Place the spoon on the under plate when you are resting and when you have finished.
7. Keep your elbows close to your sides. Bring the food to your face, not your face to your food.
8. Taste your food before salting. Pass from hand to table and do not use them first.
9. When you finish a course, place your knife and fork in the 10:20 position. American style: tines up. Continental style: tines down.
10. The host signifies the end of the meal by placing his/her napkin on the table. Place your unfolded napkin on the left side of your plate or in the center if your plate has been removed.

(Source: Gloria Auth, Protocol Plus, www.protocolplus.net)

RIDDLE

I am weightless.

I reside in containers and cans.

You can see and feel me.

But I do not affect the capacity of the can in any way.

I am weightless, colorless, and odorless.

What am I?

(Go to the end of newsletter for the answer.)

FOOD AND HEALTH

Black Tea for Circulation

A cup of black tea may give a quick boost to blood flow to your heart.

Blood flow in your coronary arteries may show improvement within 2 hours after drinking black tea. This is not necessarily true with other caffeinated drinks.

Tea drinking has been shown in the past to have a beneficial effect on cholesterol, blood clotting, and blood vessel function. Black tea improves the dilation of blood vessels, thereby allowing better blood flow.

Researchers conclude that it's the flavonoid antioxidant compounds that are responsible for the benefits because they affect the lining of the blood vessels. These flavonoids increase the dilation of the vessels, so that blood flow normalizes if it has been sluggish.

When the blood vessel linings do not function properly, heart disease develops.

Keep in mind that it's the antioxidant content (and possibly some as-yet-unknown factors) that is beneficial, not the caffeine.

(Source: *American Journal of Cardiology*, June 2004. Printed in *Nutrition Hints* by Betty Kamen, Ph.D., and Michael Rosenbaum, M.D. <http://www.bettykamen.com>)

THOUGHT DU JOUR

Things To Do This Year

Smile more!
Listen more intently.
Watch a child discover something new.
Do something totally silly once in a while!
Take responsibility for all your actions.
Make room for new friends.
Be free with compliments.
Encourage someone every day.
Tell people you love that you love them.
Read for 15 minutes a day.
Call old friends and catch up on their lives.
Have a cookout in the middle of winter.
Be less critical of others.
Volunteer for a good cause.
Don't look for someone else to blame when you are unhappy.
Learn from your everyday failures.
Pray more and worry less!
Be quick to forgive others and learn to forgive yourself.
Whatever you do, give it your best shot!
Don't gossip.
Accept help when it's offered.
Bury your prejudices.
Accept yourself for who you are.
Treat yourself to something expensive or fattening occasionally!
Learn a new dance.
Be generous not only with money but with time.
Challenge your body and your brain.
Look at the big picture and don't sweat the small stuff!
Watch the sunset and realize that just as no two sunsets are alike so are you a unique and beautiful creation!

—Anonymous

WORDS OF WISDOM

Just Let Go

To "let go" does not mean to stop caring; it means to accept that I can't do it for someone else.

To "let go" is not to cut myself off; it is the realization I can't control another.

To "let go" is not to enable, but to allow learning from the natural consequences of the choices we make.

To "let go" is to acknowledge that which I cannot change and to pursue that which I can.

To "let go" is to admit powerlessness, which means the outcome is out of my hands.

To "let go" is not to try to change or blame another; it is to make the most of myself.

To "let go" is not to care for but to care about.

To "let go" is not to fix, but to be supportive.

To "let go" is not to judge, but to allow another to be a human being.

To "let go" is not to be in the middle arranging all the outcomes, but to allow others to affect their own destinies.

To "let go" is not to be protective; it is to permit another to face reality.

To "let go" is not to deny, but to accept.

To "let go" is not to nag, scold, or argue, but instead to search out my own shortcomings and to correct them.

To "let go" is not to adjust everything to my own desires, but to take each day as it comes and to cherish myself in it.

To "let go" is not to criticize and regulate anybody, but to try to become what I dream I can be.

To "let go" is not to regret the past nor fear the future, but to grow and live in the present.

To "let go" is to forgive, not to condone. To "let go" is to free myself of my collection of past hurts and resentments. To "let go" is to fear less and to love more.

—Anonymous

(Source: Courtesy of OM's HOME: Spiritual Inspiration, <http://omshome.com>)

FOOD FOR THOUGHT

So You Think You Know Everything?

Babies are born without kneecaps. They don't appear until the child reaches 2 to 6 years of age.

Butterflies taste with their feet.

Cats have over 100 vocal sounds. Dogs only have about 10.

"Dreamt" is the only English word that ends in the letters "mt."

February 1865 is the only month in recorded history not to have a full Moon.

In the last 4,000 years, no new animals have been domesticated.

If the population of China walked past you, in single file, the line would never end because of the rate of reproduction.

If you are an average American, in your whole life, you will spend an average of 6 months waiting at red lights.

It's impossible to sneeze with your eyes open.

Leonardo Da Vinci invented the scissors.

Maine is the only State whose name is just one syllable.

FOR REFLECTION

Love Quotes by Famous People

Leo Buscaglia

Perfect love is rare indeed, for to be a love will require that you continually have the subtlety of the very wise, the flexibility of the child, the sensitivity of the artist, the understanding of the philosopher, the acceptance of the saint, the tolerance of the scholar, and the fortitude of the certain.

Joan Crawford

Love is a fire. But whether it is going to warm your heart or burn down your house, you can never tell.

Albert Einstein

Gravitation cannot be held responsible for people falling in love.

Alfred Lord Tennyson

It's better to have loved and lost, than to have never loved at all.

Plato

At the touch of love, everyone becomes a poet.

Virgil

Love conquers all.

Sophocles

One word frees us of all the weight and pain in life. That word is love.

Mark Twain

LOVE: The irresistible desire to be irresistibly desired.

John Lennon

Love is the flower you've got to let grow.

Mother Teresa

If you judge someone, you have no time to LOVE them.



“Keep away from people who try to belittle your ambitions. Small people always do that, but the really great make you feel that you, too, can become great.”

—Mark Twain

FINANCES

Save Money When Buying Appliances

By Vernon Williams

When you are shopping for appliances, you can think of two price tags. The first price tag covers the purchase price. Think of that as a down payment. The second price tag covers the cost of operating the appliance. You will be paying on that price tag throughout the time you own it. There are a number of ways to save money on each price tag.

Start your research early.

As Benjamin Franklin put it, “Necessity never made a good bargain.” While your aging appliance is still working, begin looking for a replacement. Consider things such as features, prices, and warranties.

Determine the best time of year to purchase.

Spring for microwaves and room air conditioners

Right before Memorial Day for refrigerators

September for washers and dryers

Look for “Scratched and Dented.”

Sometimes appliances get scratched and/or dented in the process of being delivered. When that happens, the retailer marks down the prices but sells the appliance with the same warranty as a new one. My wife and I bought a 25-cubic-foot refrigerator at 40 percent off the retail price because it had a scratch on the side. That did not matter to us because the scratch is not visible in the location we have the refrigerator.

Buy a floor model.

Even though it may have a few scuffmarks, it will work fine and carry the same manufacturer warranty, but it also offers a substantial saving off the retail price.

Search online at www.SaleScircular.com

They list over 120 products that are on sale each week. You can click on your State and see which retailer has the best deal on the product for which you are looking.

Save on energy costs by looking for the ENERGY STAR label.

The ENERGY STAR label is the Government’s seal of approval. It was created by the U.S. Department of Energy and the U.S. Environmental Protection Agency. These agencies set the criteria to help shoppers for large and small home appliances identify the most energy-efficient products on the market. ENERGY STAR-labeled appliances typically exceed Federal efficiency standards by 13 to 20 percent.

Based on that you can be assured you will save on energy use during the lifetime of the appliance. Let us look at the following specific appliances:

Air-Source Heat Pumps

Look for the EnergyGuide label that contains the SEER (Seasonal Energy Efficiency Ratio) and HSPF (Heating Seasonal Performance

Factor) for heat pumps. The SEER measures the energy efficiency during the cooling season, and HSPF measures the efficiency during the heating season. The ENERGY STAR minimum efficiency level is 12 SEER or higher.

Central Air Conditioners

Look for the EnergyGuide label with a SEER for central air conditioners. The ENERGY STAR minimum efficiency level is 12 SEER. ENERGY STAR central air conditioners exceed Federal standards by at least 20 percent.

Room Air Conditioners

Look for the EnergyGuide label with an EER (Energy Efficiency Rating) for room air conditioners. The higher the EER, the more efficient the unit is. ENERGY STAR units are among the most energy-efficient products.

Programmable Thermostats

For minimum ENERGY STAR efficiency, thermostats should have at least two programs, four temperature settings each, a hold feature that allows you to temporarily override settings, and the ability to maintain room temperature within 2°F of desired temperature.

Refrigerators and Freezers

Look for the EnergyGuide label that tells how much electricity, in kilowatt-hours (kWh), the refrigerator or freezer will use in one year. The smaller the number, the less energy it uses. ENERGY STAR units exceed Federal standards by at least 20 percent.

Dishwashers

Look for the EnergyGuide label that tells how much electricity, in kilowatt-hours (kWh), the dishwasher will use in one year. The smaller the number, the less energy it uses. ENERGY STAR dishwashers exceed Federal standards by at least 13 percent.

Clothes Washers

Look for the EnergyGuide label that tells how much electricity, in kilowatt-hours (kWh), the clothes washer will use in one year. The smaller the number, the less energy it uses. ENERGY STAR clothes washers use less than 50 percent of the energy used by standard washers.

Water Heater

Look for the EnergyGuide label that tells how much energy the water heater uses in one year. Also, look for the FHR (First Hour Rating) of the water heater, which measures the maximum hot water the heater will deliver in the first hour of use.

Avoid buying an extended warranty.

Experts say that if something is going to go wrong, it will usually do so during the time that the appliance is under the manufacturer’s warranty. Save the money you would pay for the extended warranty and use it to replace the item when it wears out.

(Source: Vernon Williams, president and founder of Blueprint-4-Success. Taken from “425 Ways to Stretch Your \$\$\$\$.” www.blueprint-4-success.com)

A dent.

ANSWER TO RIDDLE

Questions/Comments to:

Evelin Saxinger, Work/Life Program Manager, esaxinge@hq.nasa.gov or 358-1311

An online version of this newsletter may be found at http://www.hq.nasa.gov/office/codecc/navig-2_05.pdf