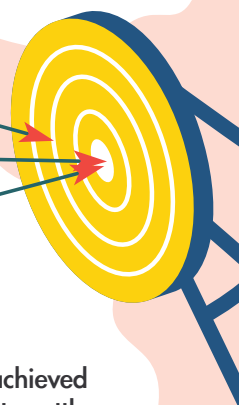




Headline

Swimming Upstream - Start from the Heart



At the end of each year, when we look back at the goals we have set, we may realize that we have not achieved our desired results. Perhaps we may already have to set next year's goals when feelings of doubt start to settle in. As long as we have clear thinking, determination, and execution skills, we can definitely achieve our goals effectively. Today, let's talk about how to set an annual plan in order to start again in the new year!

Environmental factors: This year, I was especially tired!

COVID-19 not only had a massive impact on the world's economy and productivity, it also heavily affected the order of human society. Our psychological states have gone through various twists and turns. According to research analysis[1], these are the effects of the behavioral immune system's self-defense mechanism in the human body. This kind of psychological mechanism will try to detect the presence of the virus in our surroundings and help us avoid contact in order to protect ourselves, including a series of aversive emotions, sensory and behavioral responses.

Perhaps we relate to this experience: While working at home, we have felt lethargic and distracted. We lacked motivation to work and learn. This is mainly because the majority of the body's functions have been enlisted to deal with the threat of the virus, and we are left with no remaining energy to handle our daily affairs. As such, we must rest properly to take good care of our bodies and minds.

Personal factors: How strong is my implementation intention?

Scholar Gollwitzer[2] believes that even if someone had a strong goal intention, it cannot be guaranteed that they can achieve their goal effectively. On the other hand, implementation intention is a cognitive self-regulation strategy that can help us overcome our challenges by focusing on problems that might come up in the process, such as how to activate our goals and resist temptations.

Implementation intention uses the "If...then..." thinking model. For example, you are planning to increase your savings in your financial plan. The direction of your thinking should shift from "I need to save more and spend less" to "If a salesperson sells me products, then I will only choose to purchase what I need."

We invite everybody to try using psychologist Gabriele Oettingen's WOOP motivational strategy to set next year's goals:

- Wish
- Outcome
- Obstacle
- Plan

- Write down your desired goal
- The best outcome from achieving your goal
- Write down potential obstacles
- Responses to overcome obstacles
- If: (Situation)
- If: It's the end of the work day
- If: There are no available venues

- Run 5km daily after work
- Stress relief
- Overtime work, feeling lazy and tired
- Then: (Action)
- Then: I will pack up to prepare to run
- Then: I will stretch at home for 30 minutes



In the new year, try using a new thinking model or WOOP to help you become more productive and reach your desired goals effectively.

[1] Schaller, M. and Park, J. H. (2011). The Behavioral Immune System (and Why It Matters), Association for Psychological Science, 20 (2), 99-113.
[2] Gollwitzer, P. M. (1999). Implementation intentions: Strong Effects of simple plans. American Psychologist, 54 (7), 493-5 03.



Love ▫ Set Sail

How to make gratitude a habit

2020 is about to pass. For many people, this has been a difficult year. However, the impermanence of the world helps us to remember not to take what we have for granted and incorporate gratitude into our daily lives. In the new year, you can refer to the following methods to make gratitude a daily habit, bringing you new experiences and insights.

1 Write in a gratitude journal
Before going to bed, think about what you were grateful for that day. Write down at least 3 items, and they can be very simple. For example, you could write that the weather was nice or that you bought a clothing item that you really like. Writing in a gratitude journal can increase your positive emotions and can even help you sleep better.

2 Set a time for gratitude
Allow your brain to get used to a specific time that you look for things worthy of gratitude each day. For example, you can set aside time before bed every night to recount things you are grateful for.

3 Make a gratitude box
If you are not accustomed to using a journal for recording, you can write a note of gratitude every day and put it into a gratitude box. After a period of time, you can take the notes out and reflect on the written items. This can help you rediscover the beauty in life.

4 Send a gratitude letter weekly
Whether it be the family member who helps you with your chores, or the colleagues who have helped you in the past, you can send them a short letter to show your gratefulness and spread the seed of gratitude.



Chicken Soup for the Soul

A tourist saw three craftsmen at work. He walked up to them and asked, "What are you all doing?" Each of the craftsmen responded as follows:

The first craftsman said, "I am laying bricks."

The second craftsman said, "I am earning money by laying bricks."

The third craftsman said, "I am building a cathedral that will be passed onto later generations."

When it comes to work, some people will treat it like the first craftsman, simply repeating monotonous actions day after day. Some people will be like the

second craftsman and see work as a means to make a living. Some people will be like the third craftsman and be driven by a life calling at their work.

Work can seem to be repetitive and boring, but some people can build their dreams with an energetic attitude by finding purpose in what they do. Which craftsman would you like to be?





Ying (40 years old) has been affected by depression and taking antidepressant drugs for over 10 years. Distressed by her emotional illness, Ying struggles to handle work pressures and has thought about resigning many times. At home, Ying doesn't know how to interact with her husband and her adolescent daughter, and family conflict is continuous. When the situation was particularly worse, she has thought about leaving. Feeling powerless at work and at home has become Ying's daily source of stress.



After learning about Ying's situation, her boss suggested that she utilize the company's employee assistance program. In the program, the counsellor first provided Ying with personal counselling services, helping her recognize her own stressors and emotional traps. She also taught Ying to become aware of her own emotional needs and fluctuations, and to use relaxation and stress-relieving strategies to take care of her emotions. Slowly, Ying was able to focus on her work and become more confident when facing new challenges.



On the other hand, the counsellor also provided Ying with family counselling services. Under the counsellor's facilitation, Ying's family of three was able to share honestly with each other about the difficulties of their interactions. Upon understanding each other's perspectives and feelings, her family made adjustments and learned to be more considerate. They began to get along and become more harmonious at home. The support that Ying felt from her family became her motivation to actively face various life pressures and emotional changes. Before long, Ying's emotional state gradually stabilized, and she was very grateful for the help of her company's employee assistance program.



LEAP News

Facing the direct impact of social events and the novel Coronavirus, how can companies stand firm while providing a stable and supportive work environment for their employees? We are very pleased to have invited Shelda Ng, the Business Partner and Employee Engagement Manager at Swire Properties, to share practical experience with us at the “Human Resources Sharing Session” on November 3rd. This included the formation of a crisis response team, compiling the needs of employees at every level, and providing them with the most appropriate hardware and software support. In the process of rapid response, trust and support of the management team is really important, so the human resources team places great emphasis on daily communication with management. In order to establish mutual trust and positive relationships, the team will invite them to participate in employee wellness activities, which can help to ensure smoother communication when dealing with crises. In addition, close relationships within the human resources team will help relieve the pressures of handling crises and reduce the risk of burnout.

We hope that more human resource partners will have the chance to share their practical experiences with us in the future so that we can learn from each other and face this VUCA (Volatile, Uncertain, Complex, Ambiguous) world together with greater confidence.

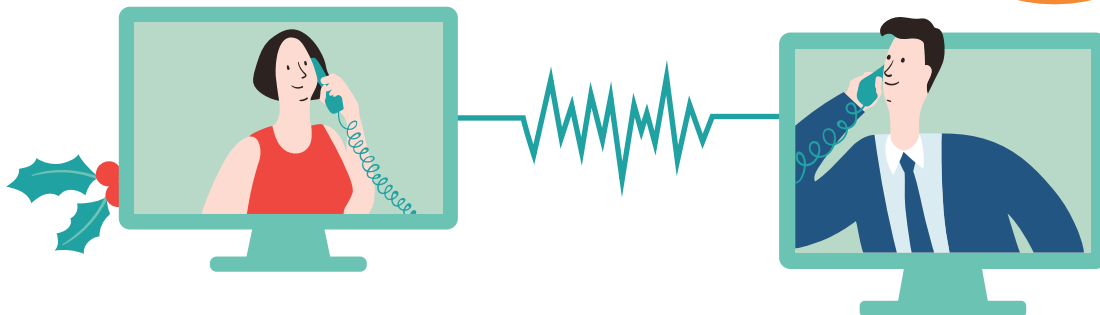
Sudden events are inevitable, but the most important thing is to learn how to utilize the appropriate strategies effectively when facing crises.

The following three training courses on positive organizational practices are recommended for managers to enroll in:

Building H.E.R.O.
in Times of Change
(3.5 hours)

Critical Incident Stress Management
(CISM) Certification Course
(2days)

Crisis Management
(3.5 hours)



If you have other inquiries, please email our marketing team at marketing@fourdimensions.org for more information.



Company Information

Four Dimensions Consulting Limited (FDC) is a private limited company set up by Hong Kong Christian Service (HKCS) in 2005. Employee Development Service (EDS) of HKCS is the first EAP provider in Hong Kong since 1991. We offer total solutions to assist employees with work/life issues, develop strengths/potentials, increase work engagement and positivity at work, which ultimately enhance organizational excellence and sustainability.

Address: 7/F, 33 Granville Road, Tsimshatsui, Kowloon, Hong Kong

Phone: 2731 6350

Website: <http://www.fourdimensions.org>



Four Dimensions Consulting Limited | 

Editorial team

Yvonne Chak, Natalie Cheung, Sabrin Tsui,
Helen Chan, Pauline Lee