

## The Essential Life Guide...



*...say goodbye to the old you!*

# Introduction

*Welcome to the Martial Arts - Essential life guide E book.*

I hope you enjoy finding out how martial arts can truly change your life. Whether you are an adult, family or a child the essential “life skills” that we offer are the main stay for a well-rounded and confident life.

## Objective

My mission is to bring our amazing new program to each and everyone, as once you’ve tried it you will understand how it can be incorporated easily into every day. I want to show how applying our simple skills can change things dramatically creating balance and harmony in every aspect of your life.

Welcome and say good-bye to the old you!



***...say goodbye to the old you!***

## Courtesy

***“Treat others as you would like to be the treated”***

The very first lesson we teach all our students is courtesy. We believe that everyone should be more courteous both in a personal and professional field.

- Courtesy is showing kindness and empathy to others even if you do not agree with them.
- By simply being polite and saying please or thank you shows you, you value that person's effort.
- Performing a courteous task such as allowing someone to walk in front of you, holding a door, or offering a seat all show you have great humility and will have a hugely positive impact on that person's day.
- Always being on time shows that you value another person's time just as much as your own. Being late conversely, suggests you envisage your time to be more important.
- For an act that costs nothing, courtesy has such a huge positive impact on the recipient's day. It has the ability to change a bad day into a great day for both involved.
- Use your courtesy even if the recipient does not. Never lower your standards, courtesy make you; the donor feels good. It's your right to feel good!
- Always use great courtesy in every situation.

***...say goodbye to the old you!***

## Respect

***Respect has to be given to be received.***

Respect is another important lesson we teach in our academy. Martial arts begin and ends in respect. From the moment you step into the academy you will be shown respect by everyone inside.

We live in a fundamentally disrespectful society. It has become the norm for people to say what they want, take what they want from whomever they would like to. There must be respect for others to enable a cooperative and social society to function.

- Always show respect to parents or older people even if you feel they are wrong. Respect will mean listening to what they have to say. Not shouting at them and even though you may disagree (which is your right) politely stating this and moving away is preferable.
- Remember, respect has to be given to be received, always try to show great respect to others even if the recipient does not.
- Not taking other people's property without asking first. This could be your brothers bike, a friends crayons they are using or money.
- Always listen to people whilst they are talking to you, giving them time to fully explain and showing them full eye contact suggests you are listening and understanding (even if you are not) this can help diffuse a situation.
- Try to speak in a respectful manner to everyone, shouting or speaking in an agitated way only increases negative emotions in the recipient. Stay calm even if inside you feel different.
- Parents should model respect to all they meet. Children are great mimics; if they see respectful behaviour they are more likely to use it.
- There is never a situation where respect should not be used.

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## Self Control

### *The ultimate control of the “need for instant gratification”.*

Self control is a key area in which we focus in martial arts. The need to control ones impulses in any given situation, not just martial arts, is key to being a well rounded member of society. Adults must learn self-control just as much as children if they are to succeed in life.

- When making decisions always take time to go away and think things through, try not to be impulsive and make decision based on the emotion you are feeling in the moment.
- Try to offset the instant gratification craving (that purchase, that sweet, that drink) by doing without now but rewarding yourself later with something else. This will eventually break the habit and allow you to control your impulses.
- Whilst conversing with people always use your courtesy and respect and if you feel you may say some thing impulsive or negative, there a few things you can do: firstly, change your focus and look for the positives or secondly, politely remove yourself from the situation.
- Meditation is a useful tool to increase the ability to resist self-destructive tendencies. Focusing on your breathing for as little as 5 minutes per day can increase your self-awareness.
- Get moving! Exercise increases a chemical in the brain that actually soothes your mind and helps curb the cravings meaning you will be less likely to be impulsive. If anger is one of your impulses, using movement or exercise will help to combat this in the moment.
- Cravings and desire comes in waves. Always waiting for 10 minutes before making any decisions will alleviate the impulse issue, allowing you to stay in control.
- The cycle of failing to control yourself can lead to self-loathing, which typically increases the cravings and impulses. Give yourself a break, draw a line under it and start again.
- Ensure you have enough sleep. Sleep deprivation drains the brain of glucose which studies have shown can make people more likely to give into impulses.
- Being told to “get on with it” or “ just do it” has been shown to create impulsive behaviour in people so pushing people to “move on” can result in higher risk behaviour, something to think about when we speak to our children or work mates.

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## Commitment

### ***A strong intention or pledge to stick with something...***

Our academy is like a family, we love to see students train with us for many years. Not everyone can do this but we foster the ideal that you try to come as long as you can.

There are so many things to do in today's society that we often find our minds flitting from one thing to another from day to day. Children are especially vulnerable to this situation. It is harder than ever to stay focused and stick to one or two things.

- Choose a length of time to commit to something, your choice, you can always renew it again and again if you wish to. By doing this you are training yourself to see something through to the end.
- Don't allow yourself to procrastinate (oh I'll do it tomorrow) once you start to do this it happens again and again. Set yourself a date or target and stick to it.
- Show great self-control, don't give into your impulses (I think I'll stay and watch tv tonight). Indulging your impulses will give you immediate gratification but the negative feelings that arise from this will then have to be dealt with.
- Pledging to commit to something and following it through is natural for your brain to do. So completion creates a heightened sense of well-being.
- Teach children from an early age that once they have made a commitment, they must see it through. Make the milestones short eg: keep going for 3 months etc. After which if they want to stop they can do.
- Following through on commitment creates achievement and ultimately a great sense of well being, whereas, breaking a commitment or pledge only increases the feeling of disappointment and a lack of self-worth.
- Once you allow yourself to get into the habit of Quitting; it's like a rot...it just keeps going!
- If a job's worth doing it's worth doing right!

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## Motivation

### *The ability to feel inspired to do something...*

Motivation is a fickle friend, some times its here and then next time it is no-where to be found.

The good news is that firstly, motivation is infectious - so if you are around motivated people, Guess what? You will be much more motivated and our academy is packed full of motivated people just ready to share and help you get through those bad days. This will carry through into your every day life...

Secondly, motivation is not always necessary to get yourself moving. Creating simple rituals or routines can actually override the need for motivation. So you can just get on with something without even thinking about it. The great thing here is the motivation comes later...from actually doing the job!

- Writing a list the night before can actually help you be more motivated to follow through with the tasks as your brain is wired for "finishing things".
- Add small things to your to do list like "make coffee", these are easy to do and ticking them off increases motivation.
- Make your first tasks something that cannot ruin your mood - e.g: don't check emails or mail first. Find something that you can do that has no emotion in it.
- Break tasks down into smaller chunks, tick them off when done. Remember achievement increases motivation.
- Give yourself small treats for completing things eg: when I finish this I will have a 15 min break.
- Stick to a routine, doing the same thing every day may not increase your motivation to do the task but you will find it becomes second nature to complete it.
- Sometimes it becomes more painful not to do something than get on and do it.

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## Goal Setting

***If you don't know where you are going - any road will take you there***

Goal setting is King! In martial arts we are constantly working towards our next belts so we set goals every 10 weeks but setting goals is just as important in daily life also. Our instructors are always available to help students go through their personal goals.

If you have no idea what you want to do and by what time, how will you know if any opportunities are coming your way? This is how people become successful in life. They know exactly what they want to do.

Once you have told your mind it starts looking for ways to make it happen. Whereas before, that person you needed to speak to about a job would have just come and gone, now you see how they can help you and you take advantage of it.

- Always write your goals down.
- They must be specific and relevant to you.
- They must have a time frame or be measurable e.g.: lose 10kg.
- Make yourself accountable, you are far more likely to follow through on it.
- Read your goals daily to keep them in your mind.

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## Personal Advancement Program

It is important to us that our students of all ages uphold our values at all times. However, we do also have a voluntary program for showing exemplary life skills. We also have a trophy for the most progressive student which is given out every 10 weeks in recognition of the effort put into their own personal advancement.

### Personal Advancement Tasks #1

Complete one task from each category and fill in the last box ;giving evidence of the tasks performed and completion. Hand in by February 1<sup>st</sup> 2019

<b>Task Type</b>	<b>Children under 10</b>	<b>Juniors 10 -17</b>	<b>Seniors `18 +</b>	<b>Evidence/ completion</b>
<b>Act of Kindness</b>	<ul style="list-style-type: none"> <li>Bake cookies for the local Nurses/police/ fire station</li> <li>Take toys to charity shop</li> <li>Christmas card and warm socks to a homeless person</li> </ul>	<ul style="list-style-type: none"> <li>Christmas shoe box</li> <li>Letters to a family member showing appreciation</li> <li>Pay a compliment to someone daily</li> </ul>	<ul style="list-style-type: none"> <li>Volunteer time at a charity shop/ beach clean etc</li> <li>Letters to a family member showing appreciation</li> <li>Pay for someone behind you in queue</li> </ul>	
<b>Share responsibility</b>	<ul style="list-style-type: none"> <li>Put toys away ( 3-6yrs)</li> <li>Pair socks together (3-6yrs)</li> <li>Put clothes in drawers( 6-10yrs)</li> <li>Sort and do laundry (6-10yrs)</li> <li>Set table</li> </ul>	<ul style="list-style-type: none"> <li>Make tea for the family</li> <li>Clean one room in your house</li> <li>Do your own laundry</li> </ul>	<ul style="list-style-type: none"> <li>Do something your spouse/ housemate usually does:</li> <li>Put kids to bed</li> <li>Make tea</li> <li>Wash car/ put petrol in</li> <li>Clean up/ cut grass</li> </ul>	
<b>Health and Wellness</b>	<ul style="list-style-type: none"> <li>Eat 4 colours of food per day</li> <li>Go to bed on time every night</li> <li>Limit table t time to 30 mins per day</li> </ul>	<ul style="list-style-type: none"> <li>Go to bed 15 mins before time each night</li> <li>Do 1 hour of physical movement per day – walking, cycling, working,</li> <li>limit phone and tablet time by half.</li> </ul>	<ul style="list-style-type: none"> <li>15 mins walk daily</li> <li>Drink water before each meal</li> <li>Eat breakfast and fruit each morning</li> <li>Limit phone and table time by half</li> </ul>	

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## Anti Bullying Strategies

### ***Keeping yourself physically and emotionally protected***

With over 200 child and teenage suicides per year, 22% attributed to bullying and as many as 4 children taking their own lives each week. It is time we took this seriously and worked together to end it.

We work hard to get our anti bullying workshop into schools to show children how to manage and stop bullying. Using the motto "Be a Buddy".

Although we teach striking and kicking in the academy, we never condone any kind of fighting outside but we do teach children how to keep people outside of their personal space using a non aggressive but invasive technique.

- Always stand tall and appear confident, confident people are less likely to become targets of bullying.
- Avoiding, blocking and redirecting are strategies we can use for anti bullying.
- Always tell someone if you or someone else is being bullied.
- Use your courage and shout at the bully, we teach children to find their voice and create as much attention as possible. Bullies hate attention.
- Use your confidence and confront the bully in a controlled area. Bullies hate to be confronted.
- Use your self control and keep calm, never start a fight with a bully. However, if you need to defend yourself it is ok to use reasonable force to protect yourself.
- Bullying is never Okay - do not allow it to continue...
- **If you have problems with bullying get in touch with us immediately - we are experienced in this matter and can help.**

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## Ladies Self Defence

### ***One strategy- get home safe!***

It is important that everyone especially, ladies learn to defend themselves but more importantly understand where danger can occur. We have a full curriculum for teaching self defence, yearly we run a free workshop for ladies in the local area - check out the website for further details.

It is important to understand that although we want to empower ladies to take control we really want you to be safe so we work on lots of strategies before we actually make contact with an aggressor.

- Create a boundary - It's important to create a mental boundary, ask the person to "stop where they are" and ensure they stay at the other side of the boundary.
- Find Intent - If they cross the boundary we know there is INTENT, we do not know what the intent is but we know we are on alert.
- Find the CRAZY - If they get closer, use your voice, shout "stay back" people will look over and aggressors will usually disappear.
- Always check your environment for well light areas, stay alert and do not wear headphones or use your phone if you are on your own.

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