Ever wondered about the mindset of happy and successful people who achieve "excellence"? Well, I often have. And examining these people, I found that they make the best of their being; and adopt some simple, yet, powerful strategies to be "outstanding". They are brain-washed with a certain set of beliefs, attitudes, and thoughts when it comes to dealing with themselves, others, and their life challenges. These, eventually reflect in their best achievements. It's like they play their cards right. The following guidelines are adopted from prominent self-development figures; and are summarized in an A to Z format of principles to "being" at "Excellence" levels:

A: Accept what you cannot change. Act today without delay. Actions speak louder than words.

B: Brand yourself as having unique qualities. Believe in yourself.

C: Choose to always be proactive as opposed to reactive. Challenge yourself to continually progress.

D: *Dream of great achievements. If you can Dream it, you can make it happen.*

E: *Enjoy doing even the simplest things. Be open to new Experiences.*

F: Focus on what you have in times of distress. Family and Friends make beautiful riches.

G: Give more than you're asked for; and more than you planned. You'll Gain 10 fold from multiple other sources.

H: *Help others when you're needed. Hear them out. The impact on their lives is what you'll be Honored and remembered for. Make your memory a good one.*

I: *Ignore those who try to discourage you. Invest your time wisely in people and activities that help you grow.*

J: Joke around often, without being a Jerk (i.e. with decency and limits). Be the one to spread Joy wherever you go.

 $\boldsymbol{\mathcal{K}}$: Keep learning and keep trying no matter how difficult things may seem. This is your Key to success.

L: *Leave positive footprints where ever you go. Lead others into excellence.*

M: Make things happen (don't wait for them to just happen). Make the impossible possible.

N: Never accuse yourself of having failed. Nourish your mind instead with thoughts like: this was "yet another learning lesson".

O: Obsess with your own self-development. Optimize on your personal and professional progress.

P: Proper Prior Preparation Prevents Piss Poor Performance.

Q: Quit fighting an endless Quarrel when you know your energy can be channeled to more worthy Quests.

R: Read and Reflect on those Readings. Race to know more, Repeatedly.

S: Surround yourself with people and things you love. Stop energy Sappers from invading your life. Smile often; it makes a big difference.

T: Teach others what you learned or what you want to learn. Talk about your learning. Train yourself to apply it somehow.

U: Under-promise; yet, over-deliver (in business and in your personal life). Unwrap your dormant excellence on every occasion.

 \mathcal{V} : Visualize your excellence coming to life, and it will. Visionaries were often ridiculed in the beginning, so don't let emotional Vampires stand in your Vision of excelling.

 $\boldsymbol{\mathcal{W}}$: Work hard on Writing down your thoughts, Wishes, and goals. Words clarify when you think in ink. Walking your Written down talk becomes easy.

X: Xccelerate your effort to beat procrastination. There's so much to being productive each day even in small increments. X-out clutter.

y: Your life is the most important project you can ever work on. Year in, year out, enjoy the ride.

Z: Zeal is your primary ingredient to achieve more and strive for excellence. Zoom in your goal, be in the Zone, and go for it.

When you model the best, you take the short-cut to excellence. Will you decide to live at your best? If "yes", how about you start today? Take the short cut. Print this out, read it daily, and brain-wash yourself similarly. Make it your new modus operandis for optimal living. Play your cards right.

