And on and on Mr. Teller goes, digging out of your brain thought after thought that proves you are inadequate.

But suppose you visit your memory teller with this request: "Mr. Teller, I face a difficult decision. Can you supply me with any thoughts which will give me reassurance?"

And again Mr. Teller says, "Certainly, sir," but this time he delivers thoughts you deposited earlier that say you can succeed. "Recall the excellent job you did in a similar situation before.... Recall how much confidence Mr. Smith placed in you.... Recall what your good friends said about you.... Recall..."

Mr. Teller, perfectly responsive, lets you withdraw the thought deposits you want to withdraw. After all, it is your bank.

Here are two specific things to do to build confidence through efficient management of your memory bank.

1. Deposit only positive thoughts in your memory bank. Let's face it squarely: everyone encounters plenty of unpleasant, embarrassing, and discouraging situations. But unsuccessful and successful people deal with these situations in directly opposite ways. Unsuccessful people take them to heart, so to speak. They dwell on the unpleasant situations, thereby giving them a good start in their memory. They don't take their minds away from them. At night the unpleasant situation is the last thing they think about.

Confident, successful people, on the other hand, "don't give it another thought." Successful people specialize in putting positive thoughts into their memory bank.

What kind of performance would your car deliver if every morning before you left for work you scooped up a double hand-