



(WORKBOOK - 2)

IPDC WORKBOOK - 2

(For the study of the Integrated Personality Development Course)

Inspirer: HH Pramukh Swami Maharaj

Blessings: HH Mahant Swami Maharaj

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REMAKING

YOURSELF

LESSON
16BEGIN WITH THE
END IN MIND

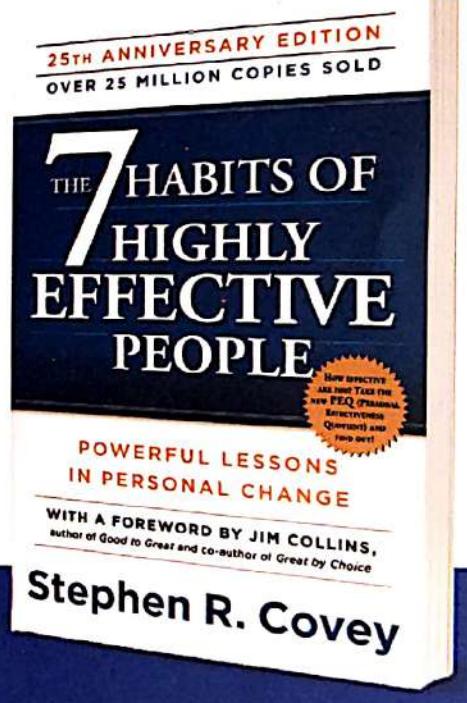
Begin with the End In Mind... But What Does That Mean?

Author Stephen Covey, in his 1989 business and self-help book **The Seven Habits of Highly Effective People**, presents a powerful approach to achieving one's goals effectively by implementing seven habits. Today, we are talking about one of those habits—the concept of "beginning with the end in mind."

But what does that mean?

"Beginning with the end in mind" means, simply, to envision where you want to be in the future and structuring your life now to give yourself direction and ultimately, take you where you want to go. This takes imagination. You must visualize what does not yet exist. As Covey explains,

"It is based on the principle that all things are created twice. There is a mental (first) creation, and a physical (second) creation. The physical creation follows the mental, just as a building follows a blueprint."



"If you don't make a conscious effort to visualize who you are and what you want in life, then you empower other people and circumstances to shape you and your life by default. It's about connecting again with your own uniqueness and then defining the personal, moral, and ethical guidelines within which you can most happily express and fulfill yourself."¹

To illustrate, think about it this way:

How do you want to be remembered after you die?

What do you want to have accomplished?

Imagine someone is writing a Wikipedia article about you. What would you want them to write?

Example:

Amartya Sen

From Wikipedia, the free encyclopedia

Amartya Kumar Sen, CH, FBA (born 3 November 1933) is an Indian economist and philosopher, who since 1972 has taught and worked in India, the United Kingdom, and the United States. Sen has made contributions to welfare economics, social choice theory, economic and social justice, economic theories of famines, and indices of the measure of well-being of citizens of developing countries.

He is currently a Professor of Economics and Philosophy at Harvard University.^[1] He is a Fellow and former Master of Trinity College, Cambridge and was awarded the Nobel Memorial Prize in Economic Sciences^[2] in 1998 and India's Bharat Ratna in 1999 for his work in welfare economics. In 2017, Sen was awarded the Johan Skytte Prize in Political Science^[3] for most valuable contribution to Political Science. In 2004, Sen was ranked number 14 in BBC's poll of the Greatest Bengali of all time.^{[4][5][6]}

Amartya Kumar Sen
CH



Sen in 2000

Source: https://en.wikipedia.org/wiki/Amartya_Sen

In the space below, write a short Wikipedia introduction about your future self.

Your Name

From Wikipedia, the free encyclopedia

Your Name

Photo

A large rectangular box with a thin black border, intended for a photograph.



"One should analyze oneself continually, introspect and think that – this is still to be done, and what have I come to do, and what is happening?"

Gunatitanand Swami

Now, think about your current self.

No doubt, we all lead busy lives. Our calendars are always full, and our “*to-do*” lists seem like they never end. Each day, we must balance school, work, family, friends, and household chores and errands. As a result, we tend to get lost in our daily activities. Often, we spend more time focusing on things that, in the long term, will not move us towards our goals, at the expense of the things that will. Consequently, at the end of each day, we may feel as though we have done a lot. But in the long term, we will have accomplished only a little.



When you live a life with no direction—a “*life by default*,” as Covey explains — *you will not move far in any one particular direction. Likewise, if you consistently focus on the wrong things, your life will assuredly move in the wrong direction. In short, while we may lead “busy” lives, we may not necessarily lead “effective” lives.*

Are you taking steps towards becoming the person you wrote about in the space above?

Think about...

- (1) what you are doing,
- (2) what you should be doing, and
- (3) whether this is leading you in the direction that you want to go in life.

In short, this thought process is what it means to “*begin with the end in mind*.” Achieving your goals begins with focusing your energy on things that matter the most.

HOW TO BEGIN WITH THE END IN MIND

As T.E. Lawrence states in the 1962 film Lawrence of Arabia, “*Big things have small beginnings.*”

To achieve your long-term goals, you need to create smaller short-term goals to guide your life in the right direction.

BAPS. All rights reserved.

IPDC | 04

Visualization of Long-Term Goals

Where do you see yourself 10 years from now?

15 years from now? 20 years from now?

Are there any milestones you hope to achieve by these points in your life?

Write them down.

By age 35, I want to own a nice house in a nice society.

By age 40, I want to be earning Rs. 10,000,000/- per year.

By age 50, I want to be Vice President at my company.



Examples



These are your long-term goals. Hopefully, the list you created gives you a clear picture of where you want to be at various stages in your life.

Visualizing your long-term goals takes imagination. It may be difficult to have a clear picture of where you want to be in 10, 15, and 20 years, but the more you engage in visualization, the clearer the picture eventually becomes, and the more you set yourself up for success.

Visualization is something that elite athletes have been utilizing for some time. Nicole Detling, a sports psychologist for the United States Olympic Team, told *The New York Times*, "The more an athlete can imagine the entire package, the better it's going to be."² Clearly, elite Olympic nations, like the United States and Canada, take visualization seriously. The U.S. showed up to the 2014 Winter Olympic Games in Sochi with nine sports psychologists, and Canada showed up with eight!

Before even stepping foot in their arenas, these athletes have already experienced the competition, already experienced the struggle, and already experienced their victory. "Before a single event has begun . . . they've felt their hand raised, swelled with pride as the national anthem played, felt the medal bang and ring at their neck."³

Studies show that visualization works. According to *The Washington Post*, a study by the Cleveland Clinic Foundation asked volunteers to imagine flexing their biceps as hard as possible and visualize lifting weights. After a few weeks of only visualizing, the subjects showed a 13.5 percent increase in strength. Another study from the University of Chicago asked participants to visualize shooting basketball free throws for one month. These participants improved their shooting accuracy by 23 percent.³

If visualization helps elite athletes achieve success, it will definitely work for you.

The BLUEPRINT Short-Term Goals



Short-term goals give our lives clear direction and let us focus on the bigger picture. They also provide us with an easy way to evaluate ourselves. After all, if we are not accomplishing our short-term goals, we definitely will not achieve our long-term goals.

Writing long-term goals is relatively straightforward. However, coming up with effective short-term goals can be a little more complicated. An easy way to come up with a short-term goal program is to use the acronym “SMART” which stands for Specific, Measurable, Achievable, Relevant, and Time-bound.

Specific.

Be specific about what you will do, by using action words.

Example of a non-specific goal: I will be healthier.

Example of a specific goal: I will exercise four times per week for 45 minutes.

Measurable.

Provide a way to evaluate yourself.

Example of a non-measurable goal: I will lose weight.

Example of a measurable goal: I will lose 3 kilograms.

Achievable.

Make the short-term goal challenging, but something you can accomplish or attain in the short-term.

Example of a non-achievable goal: I want to be able to run a marathon by the end of this month.

Example of a achievable goal: I want to be able to run 3.5 kilometers by the end of this month.

Relevant.

Make the goal make sense, in the grand scheme of achieving your long-term goal.

Tip: Sometimes, we may have a tendency to have too many goals at one time. Evaluate your goals. Which one of these goals will move you in the direction of your long-term goals? These are “relevant” goals, which should be prioritized.

Time-bound.

Set a specific deadline for when you want to achieve your short-term goal.

Example of a non-time-bound goal: I want to be able to run a marathon.

Example of a time-bound goal: I want to be able to run a marathon exactly six months from today.

So, you've come up with some long-term goals. Great!

But that's not the end of it. You can't just say, “*I hope to make more money*” and expect it to happen on its own. Without a plan, your long-term goal is not a “*goal*” at all. It is just a dream.

Achieving your long-term goals may seem like a daunting task. To accomplish these big goals, you need a “*blueprint for your life*,” in the form of smaller, more manageable short-term goals.

Pick one of the long-term goals you wrote down in the last activity and write down some short-term goals to help you achieve that long-term goal.

Make sure each short-term goal fits the “SMART” criteria.

3



Accomplishing your goals takes daily discipline. To achieve your short-term goals (and eventually, your long-term goals), you need an effective daily routine.

For example, let's look at the life of Sachin Tendulkar, the former captain of the Indian national cricket team. Tendulkar is often regarded as the greatest batsman in the history of the sport of cricket. He is the highest run-scorer of all time in international cricket and holds various other records. But he did not reach this level of success overnight. From an early age, he had a rigorous work ethic and disciplined attitude. In fact, Tendulkar himself has spoken about the importance of leading a disciplined and focused life and the effect it had on his success.

“I used to spend as much time on field as possible. I would train and play for 12 hours a day, it became a routine. I was happy, it was not torturing.”

This discipline clearly paid off. In fact, even when Tendulkar felt like skipping practice, he didn't, with the motivation of his coach and his family. He reflected later in life that the hours he spent practicing—instead of skipping practice to relax with his friends—made him the athlete that he eventually became.

To see more interviews in which Sachin Tendulkar talks about his rules for achieving success, visit:





Come up with your own daily routine for one of the “SMART” short-term goals you wrote down in the last activity.

Long Term Goal	Short Term Goal	Daily Routine
One year from now, I will have to take my final exam.	I want to write a set of good notes in preparation for the exam.	Every evening, I will review and neatly write up what I have learnt class.

Ultimate Goals

Let's revisit our deathbeds, as we did at the beginning of this exercise. At the very end, when you reflect on your whole life, what will really matter to you?

For example, let's observe the life and death of Alexander III of Macedon, commonly known in history as Alexander the Great. Alexander succeeded his father Philip to the throne of the kingdom of Macedon at the age of 20. He inherited an already large empire and an experienced army. But he wanted more. Almost immediately, he began a campaign to conquer the Persian Empire.

From our history lessons, we know that Alexander of Macedon created one of the largest empires of the ancient world through a large-scale military campaign that stretched from Africa to Asia. Historians consider him to be one of the most successful military commanders in history. He is said to have accomplished all of this by the age of 30.

Yet, amidst all of this success, Alexander suffered from an early death at the age of 32. According to legend, upon his death, one of Alexander's dying wishes was,

“Bury my body, do not build any monument, keep my hands outside so that the world knows the person who won the world had nothing in his hands when dying.”



No matter what you have earned, or how lavishly you have lived your life, once you depart this world, none of that will accompany you. Just as you came into this world with nothing, you will leave it with nothing.

Keeping this thought in mind, think again about what will really matter to you. Is it your success? Your reputation? Your material possessions? Or will you instead reflect on what kind of person you were? What kind of life you led? How you treated others? What you did to leave this world a better place?

Make no mistake, achieving success (i.e., your long-term goals) is an important part of living a life of happiness, peace, and contentment. But once our basic needs (e.g., food, shelter, clothing) and our families are taken care of, what next? What will ultimately give our lives meaning beyond just being another cog in the economic machine?

Developing higher morals, good character, and living a value-based life gives us internal satisfaction that cannot be achieved through material things.

Dr. A.P.J Kalam lived a successful career with grand achievements in various fields. But ultimately – when he reached the end of his life, it was accomplishment of his internal goals such as a purity of heart that led to his complete contentment:

20.6.2015. Sarangpur, Gujarat. Dr. Kalam told Pramukh Swami Maharaj: "You are a great teacher... I learnt to remove I, remove me. That's a great lesson I have learnt. Remove I and mine. I learnt from you."

Swamiji responded, "*To rise above I and mine is only possible by God's grace. It is the best principle by which to remain happy in life.*"^{5,6}

Thinking about what really matters to you, write down some ultimate goals.

CONCLUSION

Having goals gives our lives direction. But having vague goals gives our lives vague direction, and correspondingly, having clear goals will give our lives clear direction.

However, just as important as having goals in the first place is having the right goals. The mental exercise we engaged in today—thinking about yourself on your death bed—is an effective tool for thinking about what those right goals are.

You may feel that your goals are too lofty and can never be accomplished. But just remember, if you implement the tools we discussed today consistently throughout your life, with hard work and discipline, anything is within your reach.

You just need to visualize those goals, visualize achieving those goals, and then get to work!

IPDC Essentials

"Beginning with the end in mind" means to envision where you want to be in the future and structuring your life now to give yourself direction and ultimately, take you where you want to go.

1. Visualize your long-term goals
2. Create this into manageable short-term goals using the SMART technique
3. Apply this into your daily routine

REMAKING

YOURSELF

being ADDICTION-FREE!



India is home to **12%** of the world's smokers and **15%** of the total global tobacco related illnesses!
(Source: World Health Organization)



9/10

adult smokers began before the age of 18!

(Source: Center for Disease Control)



10 Lakh
tobacco related deaths take place in India every year!
(Source: World Health Organization)



One Indian dies every **96 minutes** due to alcohol consumption!
(Source: National Crime Records Bureau)



Alcohol kills **2.6 lakh** Indians every year!
(Source: World Health Organization)

What is youth?

It is a lush green field of dreams;
Here the sun rises anew daily, shining upon a sky full of aspirations;
Every vein, every pore is filled with the horsepower of desires and ambition, racing to get out;
What is youth?
Youth is like a high-powered laser beam – who ever touches it or gets in its way is obliterated.

YUVĀNI

mā

GULĀMI

However, at the threshold of the 21st century - what is this? Why do today's youth find themselves in a cage?

Today's youth, defeated even before entering the market. Completely drenched in alcohol and yet remaining completely dry of ambition.

The youth who is melting and dissolving due to his reckless loyalty to addiction.

The youth that was once overflowing with strength and vitality has now drowned in a pathetic imitation of life.



BLACK HOLE SWALLOWS A SHINING STAR

Devashish Ghosh is a youth from Ahmedabad. He was extremely bright! Take a look at his CV:

- **DEVASHISH GHOSH, Ahmedabad**
- Earned his bachelors in Electronics Engineering from L.D. Engineering College where he was a gold-medalist throughout!
- M.tech. from IIT Delhi (9.9/10)
- Ph.D. in Radar Technology
- Developed radar technology that could detect a plane that was 50 meters above ground!
- When his research synopsis was presented at Harvard University, NASA offered him a job in America. He declined in order to serve his own country.
- Indian Defense Ministry took care of all of his education related costs.

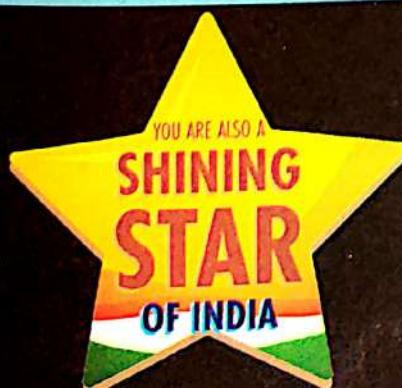
WHERE WOULD A SHINING STAR LIKE DEVASHISH GHOSH BE TODAY?

Working for ISRO? Perhaps working on top secret military projects? Or maybe he is working for large multi-national aerospace companies like Boeing or Lockheed Martin?



Surprisingly, Devashish was working for a clothing processing factory in Ahmedabad for 1150 rupees a month! How did such an intelligent young man end up in such devastating circumstances?

Devashish made the wrong friends. He ended up addicted to alcohol, cigarettes, and drugs. When the Defense Minister did a search, they found that he possessed drugs. The Defense Minister disqualified all of Devashish's certificates and blacklisted him from being hired by any other companies.



***Don't get swallowed up
by this BLACK HOLE.***



STOP
and...
THINK,

"will you Please
take this Poision ?!
PLEASE ! You trust
your friend,
Right ?!"



Did you enjoy laughing at these fools? Who would ever do this? But when you fall into peer pressure, you allow your friends to willingly tie you up, force feed you poison, and throw you into a well. Now think, who is actually the fool?

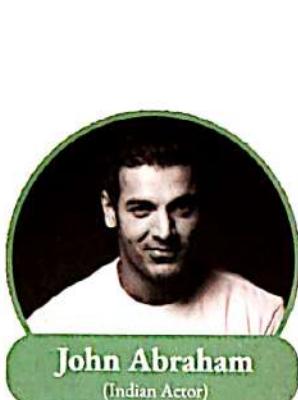


Cool FACTOR

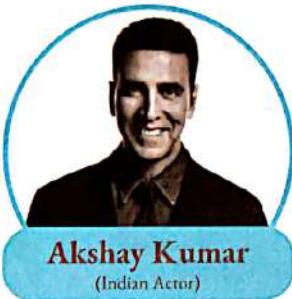
Sometimes, we start using drugs because we feel that it is connected to our social status – our 'cool factor.' We see our heroes and heroines smoking, drinking and having a good time in movies or on TV – so why can't we? In actuality, many of these celebrities do not indulge in alcohol, tobacco, or even other drugs; they maintain a healthy lifestyle. Here are a few:



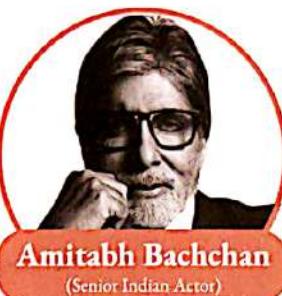
Narendra Modi
(Hon. PM of India)



John Abraham
(Indian Actor)



Akshay Kumar
(Indian Actor)



Amitabh Bachchan
(Senior Indian Actor)



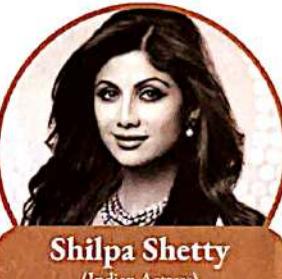
Ratan Tata
(Former chairman of the Tata Group)



Warren Buffet
(Investor, Speaker and Philanthropist)



Bhuvneshwar Kumar
(Indian Cricketer)



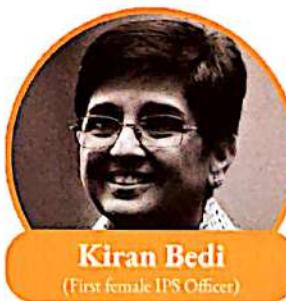
Shilpa Shetty
(Indian Actress)



Sonakshi Sinha
(Indian Actress)



Indra Nooyi
(Indian-American business executive)



Kiran Bedi
(First female IPS Officer)



Whom would you like to spend the rest of your life with?

If by using tobacco or drinking alcohol your face becomes like this,
who would want to marry you?



Think! Would your parents like to see your face like this? Or your siblings?



Would your future children like to see their father or mother with this face?



Would you have the courage to look into a mirror and see this face staring
back at you?

(Resources: <http://wikkorg.wordpress.com>)



YOU DON'T HAVE AN ADDICTION?

- Your challenge – approach 5 people you know or don't know and try to convince them to give up their addiction. Simply going through this exercise will convince you that it's best to live an **addiction-free** life.
- You probably think that it is impossible to convince someone to give up their addictions.

THINK AGAIN!

BAPS Children and Youth participate in de-addiction campaigns. **More than 850,000 people** have pledged to give up their addictions!

So YOU CAN DO IT TOO!

CHANGE A LIFE!

DO YOU HAVE AN ADDICTION?

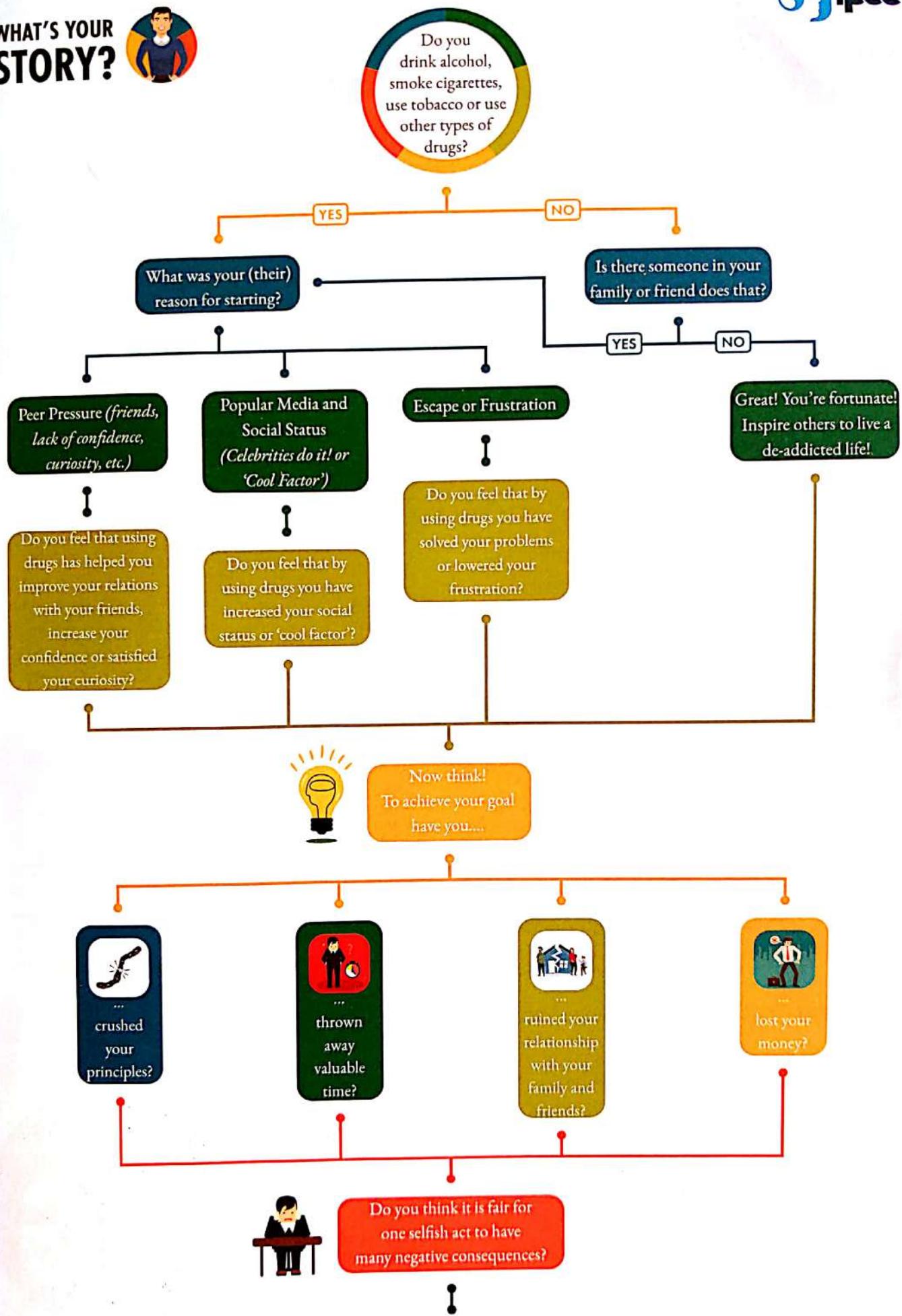
- Your challenge is to give up your addiction **TODAY! Don't delay!** Make this life-saving change and feel the benefits for years to come. The second part of your challenge – tell your family that you have decided to give up your addiction. You will need their help and support to make this a permanent change to your life.

**GO &
CHANGE
A LIFE!**

**"IF YOU KNOW SOMEONE WHO TRIES TO DROWN THEIR SORROWS,
YOU MIGHT TELL THEM SORROWS KNOW HOW TO SWIM."**

~ Ann Landers (famous writer)

WHAT'S YOUR STORY?



Now it is time to share you story. Turn the page over and read the 'Share Your Story' section.

SHARE YOUR STORY



Now it's your turn! Write down your addiction story or whom you know has been affected by addiction. What has been your honest experience with your addiction? Write down all the twists and turns.

Don't forget, the pen is in your hands! You have the power to write a positive ending to your story.

This is it! It's now time to make the change! End your addiction now!

Don't have an addiction? Help inspire one person to give up their addiction!

I want to KICK IT OUT!

Are you serious about stopping your addiction?
Here are some additional resources, scan to get
you started!



DON'T
PLAY
small...



SELFLESS

SERVICE

LESSON - 18

Case Study: **Disaster Relief**

GUJARAT EARTHQUAKE FACTS

- The worst earthquake in India in the last 180 years⁷

- 6.9 on the Richter scale⁷

- 20,000+ dead⁸

- 6,00,000+ homeless⁹

- 1,50,000+ injured⁷

- ₹200 billion in losses¹⁰

BAPS

Reliefwork Facts¹¹



108
towns and villages
provided with
daily relief aid

6,000
dedicated volunteers

40 minutes,
the time it took for BAPS
rescue teams to remove rubble
to rescue victims in Ahmedabad,
Bhuj and the Morbi sub-districts.

45,000
people daily supplied
with warm meals in Bhuj alone,
over 3 months

1.8 million
people were
served freshly cooked hot meals in
11 BAPS relief kitchens

8,78,299
total food packets distributed
throughout affected parts of Gujarat

60,000
pairs of footwear, nail cutters,
eye-glasses and other basic amenities
provided to victims

91,886
victims medically treated

Let's review aspects from our previous lecture about seva. Keep this in mind as it will later come in use throughout this topic.

The Benefits of S E V A

1. Live Longer & Healthier
2. Generosity Makes Us Happier
3. Instant Happiness
4. Creates a Chain Reaction
5. The Ability to Change Someone's Life

How to Perform S E V A

1. Keep the Right Intention
2. Serve with Love
3. Be Thankful
4. Sacrifice

When we look at the overall effects of the Bhuj earthquake, it is important understand how the relief work took place. The extent of the relief work can be best understood by the following excerpts which provide a window into how BAPS was able to leave a lasting effect on those affected by this natural disaster.



During the relief work of the Bhuj Earthquake aftermath, Pramukh Swami Maharaj would take a daily report on the progress of his volunteers. Once when being informed, he was told that the BAPS volunteers had successfully distributed 66,000 blankets to the victims. Upon hearing this, Swamiji gave a unique reply:

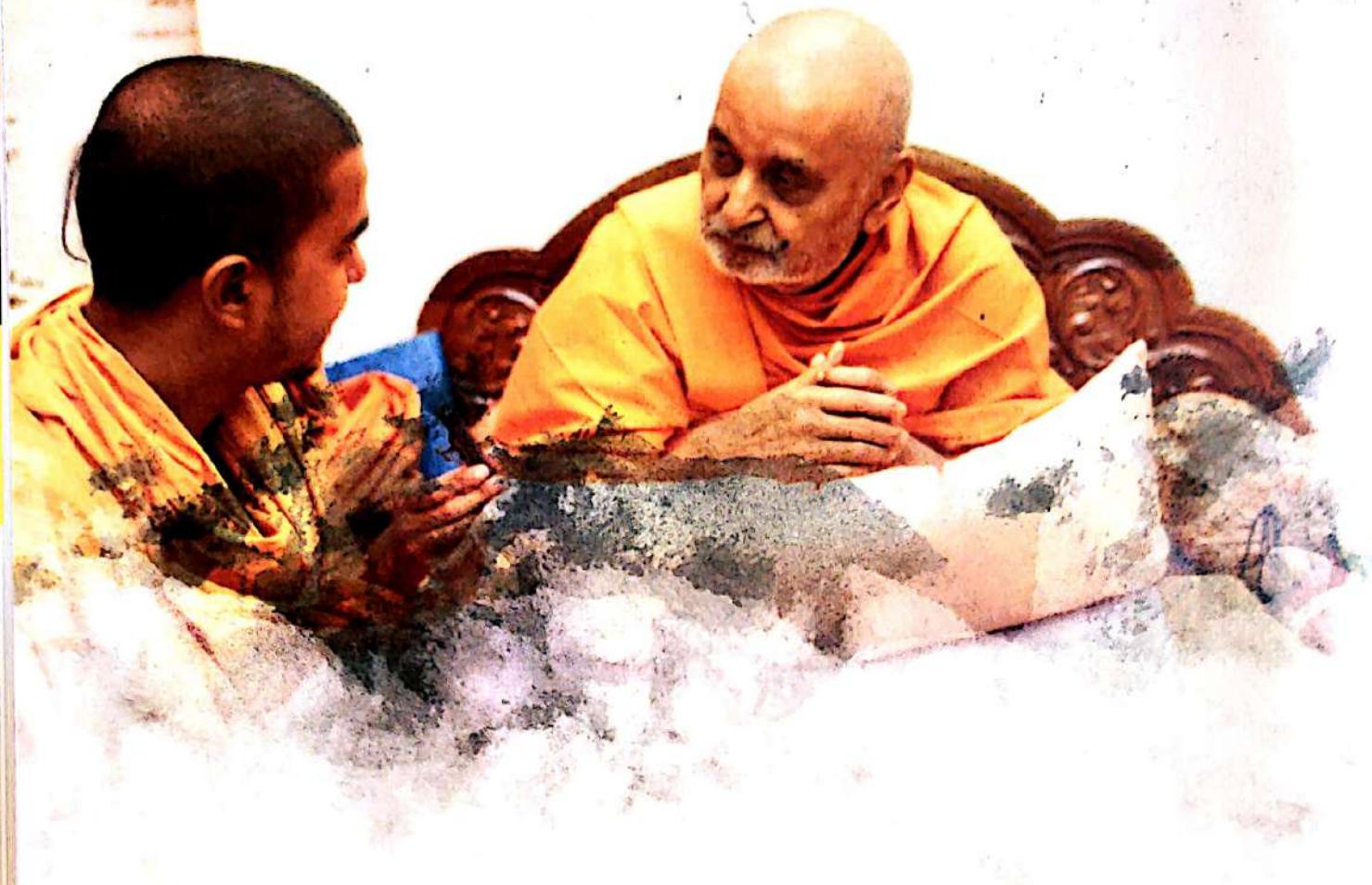
"When someone asks you how much, don't tell them, because service is to be done without ego, not to show-off or to earn self-praise."

Question: From this response, what can we learn about how seva should be performed?

Through out this topic, you will asked such questions based on incidents that we heard from the lecture. This will enable us to form a deeper understanding of seva. To answer the question, use what we learnt about seva from our previous lecture and if you have any other ideas then feel free to share those also. See the example below:

Answer: When performing seva (1) Keep the Right Intention

Explain: When we perform seva, we should do it with selfless intentions only. But not to show-off or to be praised.



Incident - 1: The Lifeless Policy

An accident took place while the BAPS volunteers were conducting relief work. As a result of the accident, one BAPS sadhu was critically injured and a volunteer who was accompanying him died on the spot. The fatally injured sadhu was immediately taken to the International Medical Camp. They expected the medics to provide treatment, especially since the medical staff took their daily meals at the BAPS relief camp. But, upon arrival, the medics refused to treat the injured sadhu as they claimed it was against their policy to help anyone besides the earthquake victims. As a result of this decision, no one attended to the fatal wounds of the sadhu and he passed away. The BAPS volunteers were absolutely devastated.

The BAPS relief camp was originally set up only to serve food to the earthquake victims, but out of their kindness they also agreed to serve the members of the International Medical Camp. But after this event the volunteers changed their mind. The next day, they didn't serve the members of the medical camp.

However, when Pramukh Swami Maharaj found out about this he ordered the BAPS volunteers to recontinue serving food to the members of the medical camp, he said, "Brahmavihari, you are to stand there yourself and serve everyone." He emphasized to serve all the members with respect and whole-heartedness. Swamiji continued to explain that seva should be performed selflessly, while expecting nothing in return.

Fill out the questions below and then share your ideas with the class.

What approach would you have taken if you were confronted with this situation?

What can we learn from the way Pramukh Swami Maharaj reacted to the situation?

How do you think reacting with compassion affected the overall situation at hand?



Incident - 2: The Best Birthday Gift

In an attempt to provide coverage of the news and relief work that was taking place in Gujarat as a result of the Bhuj Earthquake, different national and international channels including BBC, ITV, CNN etc. were hurrying to different locations of the city.

Many reporters were recommended to the various BAPS relief camps in Bhuj, as they were managed by educated sadhus who could proficiently give information and interviews. Sadhu Brahmaviharidas was approached by many reporters and he made it a rule that before any interview was given to any reporter, they would first need to serve several hours in the relief camp. One such reporter Carl Joss, from the Swiss Magazine *Sonntagsblick* was told this by Sadhu Brahmaviharidas and he agreed. Joss cut vegetables for the daily meals provided to the victims. He enjoyed the seva so much that he willingly hopped onto a truck which was on its way to a village to serve warm meals to those in need. In the evening when Joss returned, he said, "*Swami you gave me the best birthday gift that anybody could have given me.*" Joss was impacted so much by his positive experience of seva, that he decided to donate all the money (10,000 rupees) that he had with him at that time for the relief work.

'Happiness doesn't result from what we get, but from what we give.'

- Ben Carson (American politician, author and former neurosurgeon)

Describe the feelings that Carl Joss experienced based on the benefits of seva?

After Carl Joss finished the mandatory voluntary work of cutting vegetables, he decided to continue performing seva - he served food and then he donated money. What do you think instigated him to act in this way? What do you think he was thinking?



Incident - 3: Love is in the Details

Different types of relief work were provided by multiple organizations, for instance the Fire Department of England provided much needed rescue missions. Israel's military rescued victims, constructed tents and provided medical relief to many injured people. Yet the aid provided by BAPS was unique because Pramukh Swami Maharaj wanted to not only fulfil the physical needs of the people; but he also wanted to give the victims much needed warmth and care that they needed during this difficult time of their life. He ensured that the BAPS volunteers served each individual with the utmost care and attention that they needed.

At the BAPS relief camp in Bhuj, 45,000 people were daily provided with three delicious warm meals. Swamiji insisted that the menu would change regularly so that the victims' eating experience remained new and enjoyable. But at that time, the wealthy and dignified were too awkward to stand in the relief camp's long queues and too ashamed to admit that they were hungry. Pramukh Swami Maharaj realized this and he therefore decided to arrange meals to be hand delivered to such people.

Swamiji aimed to provide relief to the victims from every angle. Basic needs like cooking stoves, grains, books, footwear, nail cutters, eye glasses and sewing kits were provided to everyone. A constant supply of drinking water was created

so that dehydration would not occur. Postcards were distributed and sent from Rajkot and Jamnagar, so that people could inform their relatives that they were safe and alive. Teachers were sought and schools were started so that the children of Bhuj would not fall behind in their studies. Toilets and showers which were constructed using recycled water systems, so that hygiene was maintained and so that daily prayers could be performed. Psychological trauma centres were created for those who had lost loved ones, while sadhus were made readily available to perform last rites for the deceased. The victims were served in a numerous of different ways, physically and emotionally, this must have provided a huge comfort to them during this difficult time.

'People will forget what you said, people will forget what you did, but people will never forget how you made them feel.'

- Maya Angelou (American poet & civil rights activist)

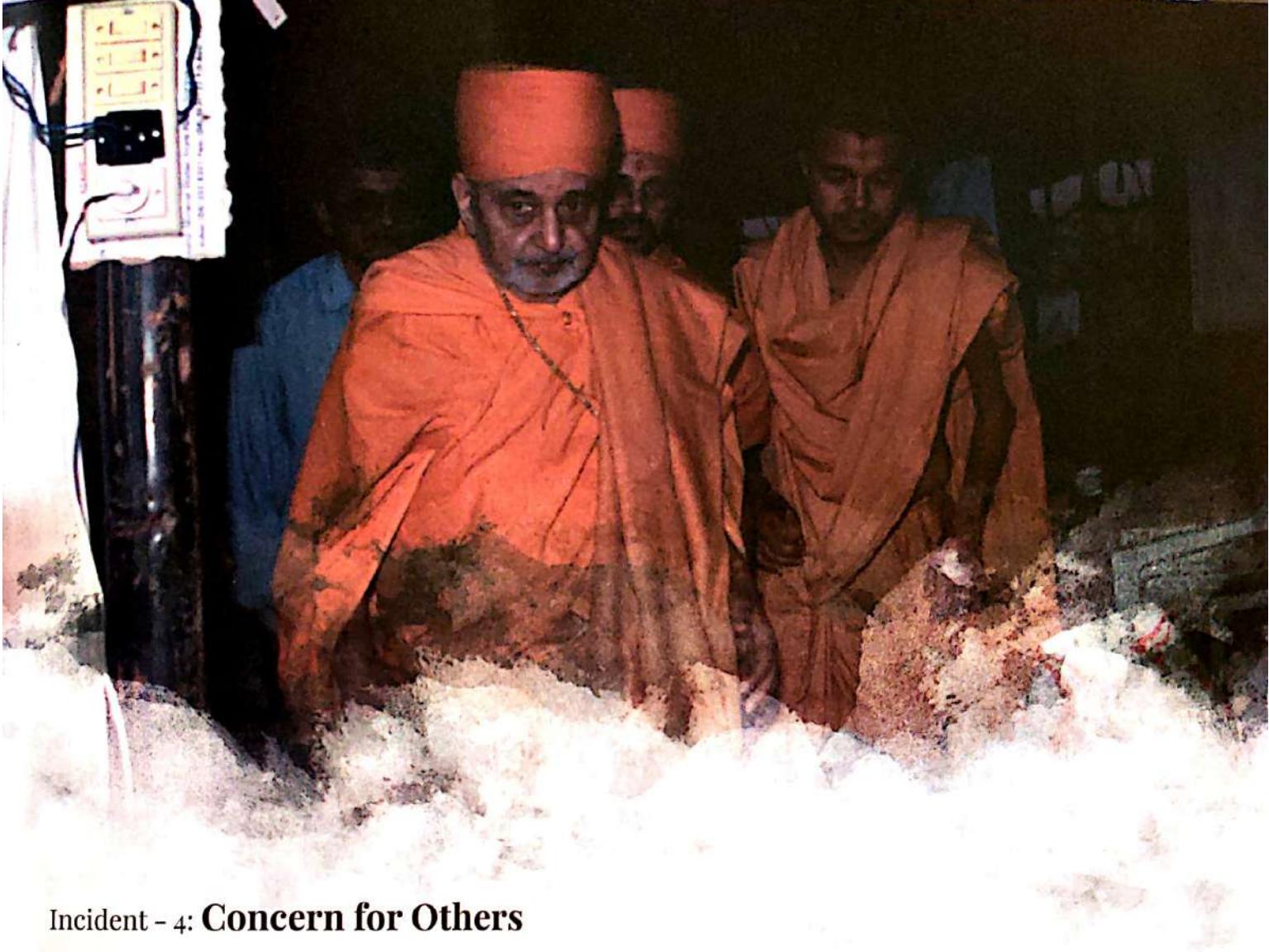


**Which small details did Pramukh Swami Maharaj pay attention to in the incident above? List them below.
E.g. nail cutter...**

When is someone able to focus on every small detail?

Dr. Mahesh Arora, an International Coordinator of Red Cross witnessed the BAPS relief work and said -
"This camp is special because it not only provides excellent physical aid, but also the loving care and attention so necessary to heal emotional scars of such a traumatic tragedy."

**Why is it so important to meet the emotional needs of the victims, in addition to physical aid?
Give examples of how the emotional needs of the victims were met.**



Incident - 4: Concern for Others

The main driving force and inspiration for the volunteers was Pramukh Swami Maharaj. During the relief work of the 2001 Bhuj earthquake, Swamiji was at the frail age of 80 years. His normal schedule was set so that he could sleep at 10:30pm. But during the time of the relief work, he would disregard his bodily needs to listen to the reports of the latest updates happening in Bhuj. No matter how late it got, he was only content after asking about every detail. He refused to rest until he contributed his valuable suggestions to the volunteers at the camps. This meant that he would not get to sleep until 12, midnight. This was a daily occurrence that continued for months. When the people of Bhuj was fast asleep, Pramukh Swami Maharaj was wide awake, concerned about their tomorrow.

"The best way to find yourself is to lose yourself in the service of others." - Mahatma Gandhi

From this incident, what can we learn about how seva should be performed?

SOFT SKILLS

TEAMWORK & HARMONY

WHAT DOES IT TAKE TO CONQUER EVEREST?

Mount Everest – the world's highest peak – a gigantic 29,029 feet high!¹² The climb presents lethal dangers such as extreme temperatures, frostbite, oxygen deprivation, and avalanches! Even the most experienced of climbers have failed. It takes just one small slip to fall to your death. As of 2017, nearly 300 people have died on Everest, many of whose bodies still remain on the mountain.¹³

In 1935, Maurice Wilson – a British mountaineer, set out to conquer Everest. He didn't have the permission of the Tibetan Government, so he snuck into Tibet from India with only three porters to carry his equipment. Once they reached North Col (22,000 ft.), Wilson's porters refused to climb any higher. Foolishly, Wilson decided to continue the climb alone – this decision killed him.

There were 7 more failed attempts to summit Mt. Everest over the course of the next 32 years. In 1953, a British group of climbers, led by John Hunt, set out to reach the peak of Everest. Hunt enlisted an experienced local, Tenzing Norgay, into the team. Norgay himself was a part of six previous Everest expeditions. He was to hire, organize and lead the porters throughout the journey. This was a difficult task because the higher the climbers wanted to go, the more team members would be needed, and as a result, a greater level of teamwork.

Tenzing hired almost 300 people just to carry the 2½ tons of equipment and food near the mountain. From there, the supplies would be carried 180 miles through complex Himalayan terrains to the base camp. Forty experienced porters would carry the supplies further up Everest. After making one more stop, only 1/3 of the most highly qualified porters would take the supplies to the next stage.

This entire group of porters were enlisted to support a core group of ten international high altitude climbers. The ten climbers split themselves into five pairs. The first pair would lead the climb, creating a path, cutting steps, and securing ropes. They would also be carrying the heavy equipment. This pair, once they had exhausted all of their energy, would pass this task onto the second pair. The second pair would carry on until they no longer could and would pass the task onto the third pair. This selfless method of teamwork created an opportunity for the last two pairs to attempt at reaching the peak. One pair tried but failed. Even though they were completely fatigued and very disappointed, they willingly encouraged the final pair to make an attempt at summiting Mt. Everest. On the 29 May 1953, Tenzing Norgay and Edmund Hillary did the impossible and became the 1st to conquer Everest.

Could they have done it alone?

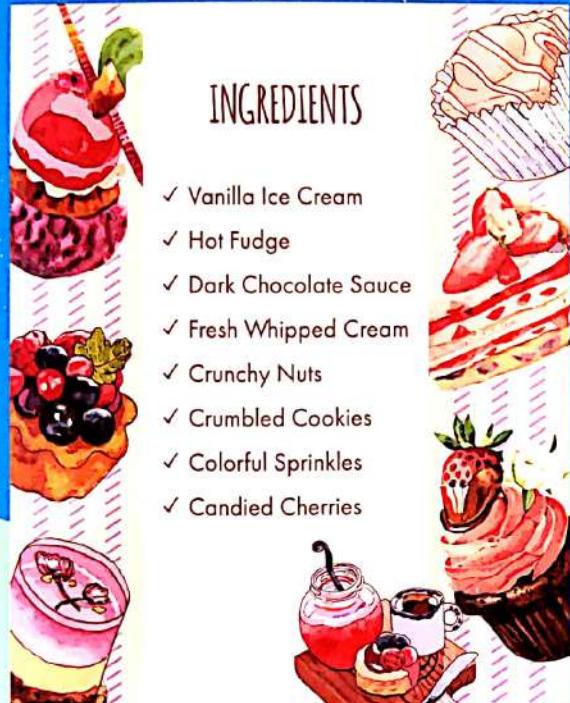
No! Look at the first example of Maurice Wilson - his lone attempt ended in failure and death. But when a team was created and each member selflessly played their role – only then did they master Everest.

As Helen Keller (author and activist) once said, "*Alone we can do so little, together we can do so much.*"

This is the power of teamwork!

"You do not climb a mountain like Everest by trying to race ahead on our own,
or by competing with your comrades.
You do it slowly and carefully, by unselfish teamwork."¹⁵

Tenzing Norgay



INGREDIENTS

- ✓ Vanilla Ice Cream
- ✓ Hot Fudge
- ✓ Dark Chocolate Sauce
- ✓ Fresh Whipped Cream
- ✓ Crunchy Nuts
- ✓ Crumbled Cookies
- ✓ Colorful Sprinkles
- ✓ Candied Cherries

Taste the Teamwork

Each ingredient is tasty on its own but when they come together they become a mouth-watering, delicious combination -

an Ice Cream Sundae!

Similarly, each person individually is unique and talented. But, when those individuals come together, guided by a common goal or desire, something much more potent and powerful is created -

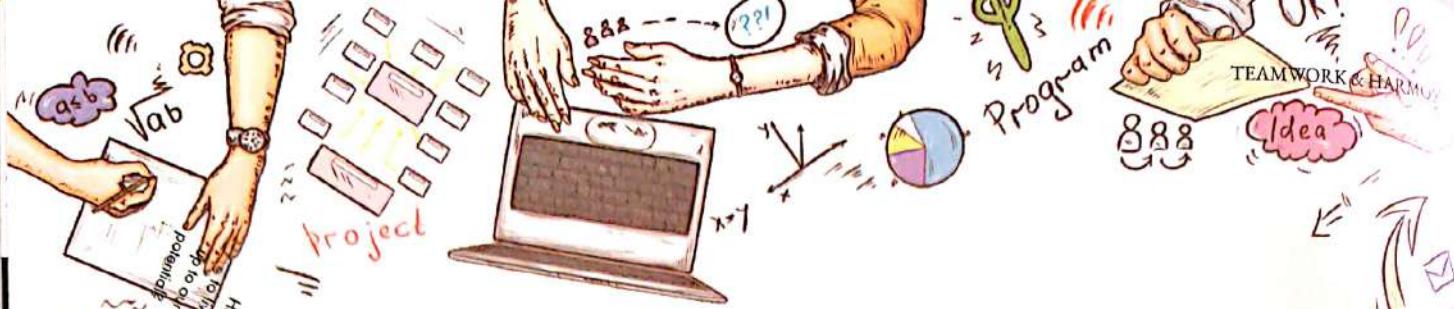
A TEAM!



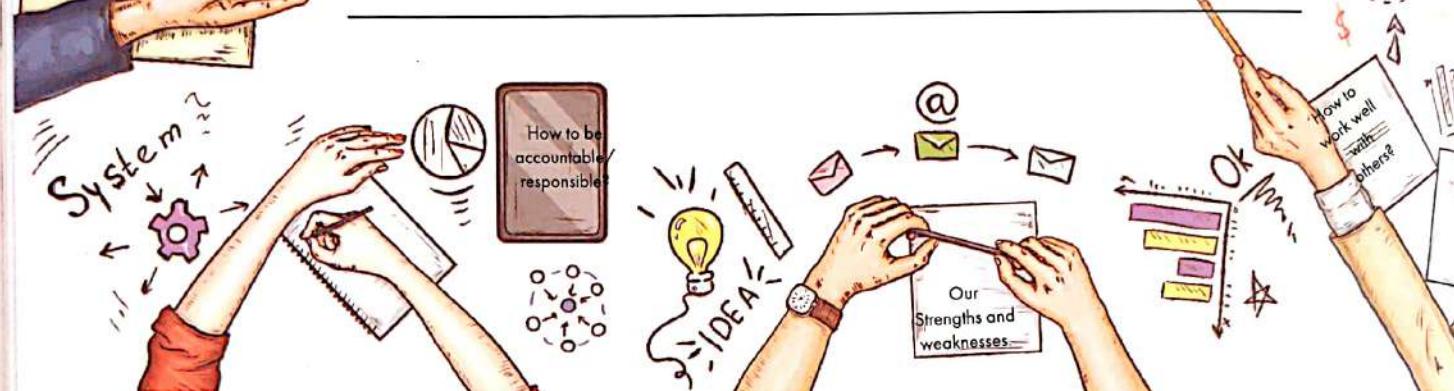
Why is it better
to win as a team?



- You gain a meaningful and shared experience
- You become close to your teammates
- The journey becomes more enjoyable – even if you don't take first prize
- Worries, pressures, and obstacles become easier to overcome
- Fosters creative idea generation
- You gain new perspectives



As a class, discuss this topic - what do we learn from teamwork?



1 GIVE 100% TO YOUR TEAM

If you don't give your absolute honest effort then you won't feel that you are part of the team. You won't enjoy the journey to the goal or the result of the process.

2 DON'T WORRY ABOUT WHO GETS THE CREDIT

When we involve ourselves in any team project, we may think – "who will get the credit?" But when we keep a selfish desire to take the credit, this can obstruct the progress of the team.

**HOW
TO BE
A GOOD
TEAM
PLAYER?**



There is no limit to what can be achieved, if no one cares who gets the credit.



The celebrated politician, L.K. Advani, attended the Dedication Ceremony for the brand new Akshardham, New Delhi on 6 November 2005. He expressed that Akshardham was 'a distinct, matchless and amazing creation.' When he asked the volunteers who was the responsible for the success of Akshardham, they told him that the sadhus were behind the success. When he spoke with the sadhus, they told him that Pramukh Swami Maharaj was the reason for the success. When Advani met Pramukh Swami Maharaj, Swamiji told him that the success was due the grace of God and Guru along with the tireless efforts of the volunteers and sadhus. After hearing these humble answers, Advani said – ***'I am in absolute disbelief! They have created a grand Akshardham, yet no one is willing to take the credit!'***

At that time, Advani realized this truth - that there is no limit to what can be achieved, if no one cares who gets the credit.

“

कर्मण्येवाधिकारस्ते मा फलेषु कदाचन

Your right is to work only, but never to claim its fruits.

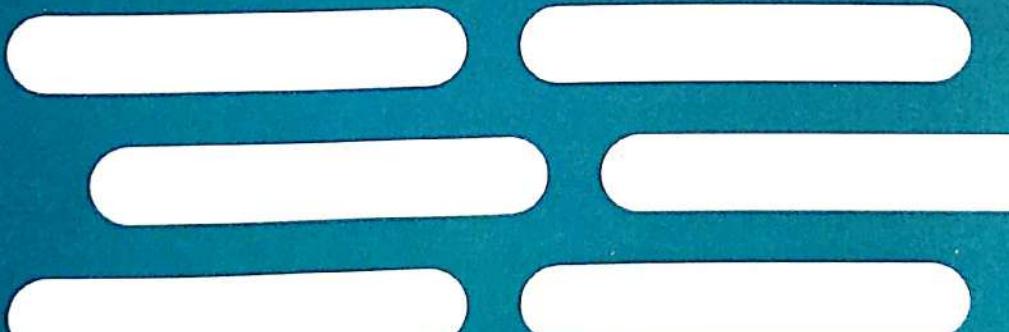
Bhagwat Gita: 2, 47

3 SACRIFICES

"You have to be willing to sacrifice what you want for what the team needs. You have to decide to move from selfishness to selflessness. We live in a world where everyone wants to be great, but the truth is, only through service and sacrifice will anyone become great. This means you may have to play a different position than you are used to. It means that sometimes you are the star and sometimes you help the star." (The Hard Hat: 21 Ways to Be a Great Teammate, Jon Gordon, Jeremy Schaap)

When you are a part of a team, sometimes, in order for the team to grow or win as a whole, you may have to make a sacrifice.

Which things should you sacrifice to be a good team player?



Here are a few things to remember about sacrifice:

- Self-less – Think about yourself less
- Best for the team = Best for me
- We > Me (Always)



4 EVERY TEAM MEMBER HAS SOMETHING TO OFFER

Consider the Gujarati letter 'ળ':



Write four words that start with this letter -

1. _____

2. _____

3. _____

4. _____

You probably figured out that there are no words that start with the letter 'ળ', but without it there is no સફળતા (success), there is no બળ (strength), and there is no સરળતા (ease).

Although every team member may not be a leader or in a role of authority, every member has something special to offer the team. Don't underestimate them. Listen to everyone and try to learn something new.

Keep in mind that ***T might be wrong and they could be right.***

5 LEARN TO CHANGE, CHANGE TO LEARN

Don't be stubborn or close-minded. Learn to adapt and evolve within your team. Let's explore this principle through a case study.

Why do you think Nokia phones have failed in the market during the last decade? And how did Samsung grow to dominate the phone market?

6 KEEP HARMONY

We should keep not only our minds open but also our hearts too. In a team, it is important to accept and respect people even if there is a difference in culture, opinion, belief, and religion. When one keeps harmony, even the whole world can come together – color, creed, and caste dissolves and everyone becomes one.

A wonderful example of harmony, is that of the **BAPS Swaminarayan organization building a Hindu temple in Abu Dhabi**. In 2015, **Shaikh Mohammed bin Zayed Al Nahyan**, the crown prince of Abu Dhabi donated 13.5 acres for the building of this temple. Imagine, a Muslim country donating land to build a Hindu temple! Pujya Brahmavihari Swami stated that – “*The mandir will not only bring two countries, two cultures, two communities, two religions, but the entire humanity together; this is the beauty that this country is doing.*”¹⁶ Furthermore the architectural company for this project, called Raglan Squire and Partners (RSP), is based in Singapore¹⁷; the lead designer is an Irish Catholic and the main consultant is a communist and atheist. Each member disregarded their differences and are

combining their efforts to create a millennial project. Prime Minister Narendra Modi said that this temple will embody “*the timeless Vedic values of vasudhaiva kutumbakaran (the whole world is one family)*”¹⁸. This improbable project is only possible because every member is working with harmony and for harmony. So if we actively keep harmony, we can bring all our team members together and achieve extraordinary results.

'An Embodiment of harmony'



“Harmony makes small things grow, lack of it makes great things decay.”

Sallust

IPDC Essentials

Individually you are great, but together you become something greater!

How to be a good team player:

1. Give 100% to your team
2. Don't worry about who gets the credit
3. Sacrifice
4. Every team member has something to offer
5. Learn to change, change to learn
6. Keep harmony

MY INDIA

MY PRIDE

PRESENT SCENARIO



During the presentations, note down the main points below in the appropriate sections. Write down both strengths and areas of improvement.



AGRICULTURE



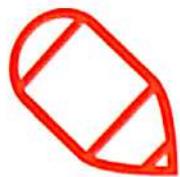
DEFENCE



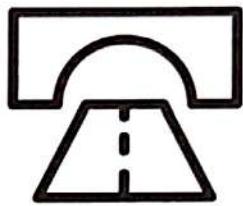
MEDICAL



AERONAUTICAL
IPDC | 033



EDUCATION

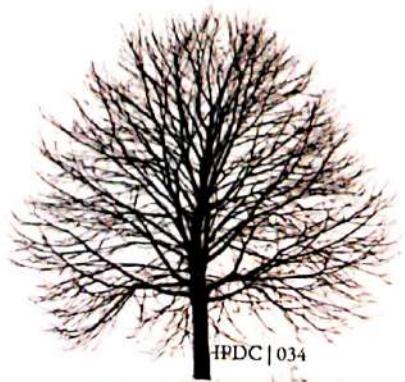
INFRASTRUCTURE
& TRANSPORTSCIENCE &
TECHNOLOGY

TRADE &
DIPLOMACY

ECONOMICS

As evident, we are leaders in a variety of aspects in the modern world too.
But as Robert Frost says in his famous poem '*Stopping by Woods on a Snowy Evening*',

**The woods are lovely, dark and deep,
But I have promises to keep,
And miles to go before I sleep,
And miles to go before I sleep.**



MY INDIA MY VISION

India can still be developed further. What is your vision for India in 2030? Write down what you think are the 6 most important areas of improvement, and explain what level these areas should be at, by 2030.

India in
2030

1.

2.

3.

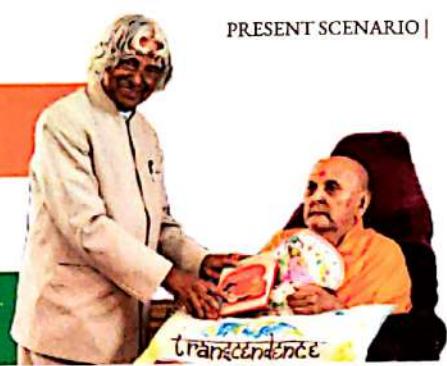
4.

5.

6.

The Need for

Value-Based Citizens



Vision 2020 was initially a document prepared by the Technology Information, Forecasting and Assessment Council (TIFAC) of India's Department of Science & Technology under the chairmanship of A.P.J. Kalam and a team of 500 experts.

On 30th June 2001 Dr. Kalam met Pramukh Swami Maharaj for the first time in New Delhi. He was accompanied by his dear friend and colleague Dr. Y.S. Rajan. Here they discussed this vision with Swamiji. Dr. Kalam writes of this meeting in his book 'Transcendence'.

Let us take a look at an excerpt from the book:

Dr. Kalam: "Swamiji, Five hundred members like me are thinking, how do we transform a developing country into a developed country in the next 30 years? We have identified five important areas to transform India: Education & Healthcare, Agriculture, Information & Communication, Infrastructure and Critical Technology. Swamiji, our problem is that we may present this before the Government, but how do we create people with values to realize such an ambitious vision? What we need is a cadre of value-based citizens. For this you are an expert. We need your advice."

Swamiji: "Along with your five areas to transform India, add a sixth one – faith in God and developing people through spirituality. This is very important...

We need to first generate a moral and spiritual atmosphere. The present system is suffocating. The climate of crime and corruption is toxic to good thoughts and noble works. This must change. We need to raise people who live by the laws of the scriptures and bear faith in God. For this, we need to rekindle faith in our scriptures and God. Without this, there will be no transformation; nothing will be solved, and you shall not be able to achieve your dream.

Our culture teaches us to learn both para (spiritual) and apara (worldly) vidya (knowledge). Therefore, together with knowledge of the apara, one should learn the para as well. If one learns this then apara knowledge will become founded on dharma and spirituality. The goal behind God's creation of the universes is that every person, every soul, attains bliss. For this, together with knowledge of His creation, He has given the knowledge of Himself. So, together with this worldly knowledge, knowledge given by God – spirituality – is equally necessary"

I felt that I was in the Divine Presence. Within Pramukh Swamiji there is a higher presence – the monad, the soul's soul. I felt a strange connection with something that exists in the realm of spirit – the part that is closest to the Divine. There was a light radiating through Pramukh Swamiji which illuminated my inner self. I felt that I had acquired a sixth sense.

This was clearly a great meeting between two legends. From this conversation we can see the importance for us, the future of India, to become value-based citizens as an essential role in the progress of our country.

The Future of India is in Your Hands

Primes Minister Narendra Modi addressed the Youth at a convention at Tumakuru, Karnataka, 4/3/2018:

*"I consider the youth as equal to the divine power. I believe that Youth is not a situation or just the age in terms of years but a mental state. The young generation does not think that only the past was better. They believe in learning from the past and making the present and the future better. Therefore, they work and make efforts to change the country and the world. The youth wants the future to be much better than the past and the present...The dream of a New India lies on the country's youth."*¹⁹



India's great leaders really believe that we are the answer to India's future progress. But a long journey begins with a small step. Let us take a concrete step towards our dreamed India.

Which of my habits harms my country, its pride and its culture?
(E.g. Littering, addictions, etc.)

Today, I pledge to quit at least one of these habits.

I also promise to do one thing for betterment of India.
(E.g. Plant trees and take care of them. e.g. help struggling children in their studies)

IPDC Essentials

To implement the transformation of India from a developing country into a developed country it is necessary to have value-based citizens.

The transformation to a greater India depends on the vision and efforts of the youth.

The first step is for us, students, to develop good values and practices into our lives.



LEARNING FROM LEGENDS

LESSON-21

LEADING without **LEADING**

LEGENDS...

THEY MOVE THROUGH THIS WORLD CREATING EVERLASTING IMPRESSIONS

THEIR EVERY STEP TOUCHES LIVES AND TRANSFORMS COMMUNITIES

EVEN AFTER THEY LEAVE THIS WORLD, THEIR IMPRINT IS FOREVER ETCHEd IN
THE HEARTS AND SOULS OF COUNTLESS PEOPLE

A LEGEND'S LIFE, WORK AND MESSAGE LIVES ON FOR ALL OF HUMANKIND TO
USE AS A CONSTANT SOURCE OF INSPIRATION

"I believe that every management institution in the world should use Pramukh Swami Maharaj's work as a case study. From it, one will learn the highest lessons in management and the use of human talent and resources. He has made optimum use of youth energy for such service to society. To learn this one should undertake a deep study of his work."²⁰



Narendra Modi

14th Prime Minister of India

"You know something, ever since I met him in Miami, I was moved. When I look into his eyes, they are filled with integrity. He is a man who has not come ahead by eclipsing others. He has come forward by always placing others before him. Swamiji connects. He connects with others and everyone around him. He works through connectivity. That is why he has been able to bring peace and harmony and so many people together. Swami, has a heart of gold."²¹



Bill Clinton

42nd President of the United States of America

"Swamiji's work in different fields has been totally selfless and therefore most effective.

He is a man of modern management... (He has the) ability to perceive things all at once and to manage multitude of situations at once. Even if one is not religious person, there is a lot to learn from Swamiji in respect of good and efficient management of all that we do - maintaining personal relationships with persons small and great, maintain calm in the face of crises and adversity and above all pursuing one's life mission with a sense of dedication, determination and steadfastness. For a mild and simple appearing man he is a vast source of energy, a fountain-head of great ideas and epitome of dynamism propelling him and his followers to implement them."²²



Mohan Patel

Former Sheriff & Industrialist of Mumbai

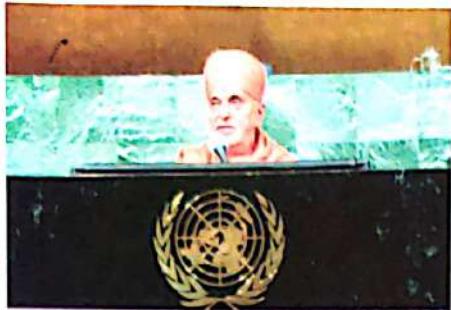
"Oh! What a humble man! What a divine soul! How you touch and people are abundants. One of the very rare souls that our country has. He is one of the most impressive man I have met in my life very dedicated, spiritually very high, at the same time wonderful organising capacity. Pramukh Swami is so silent, yet the same time making so many people so active."²³



Swami Atmananda

Joint Head of the Ramkrishna Mission,

“



YOUNG SHANTILAL WAS BORN IN THE SMALL VILLAGE OF CHANSAD, ON THE OUTSKIRTS OF VADODARA, GUJARAT...

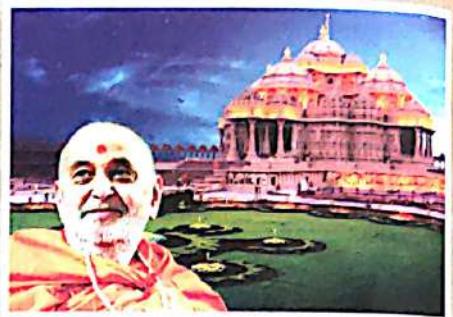
HE LATER BECAME ONE OF GUINNESS WORLD RECORD'S MOST INFLUENTIAL PEOPLE OF THE MILLENNIUM.

HE WAS THE YOUNGEST SON OF A MODEST FARMER...

WHO WENT ON TO INSPIRE THE WORLD TO WORK TOWARDS GLOBAL PEACE AND RELIGIOUS HARMONY.

HE PASSED HIS CHILDHOOD YEARS IN A SIMPLE MUD-BRICK HOME AND YET...

LATER BECAME RECOGNIZED AS THE 'MASTER BUILDER' BY THE GUINNESS WORLD RECORDS ORGANIZATION – CONSTRUCTING MANY SCHOOLS, HOSPITALS AND MANDIRS.



HE STUDIED MERELY TO 6TH STANDARD, AND YET...

THROUGHOUT HIS LIFE HE COUNSELED AND CONSOLED OVER 1.5 MILLION PEOPLE.

THIS HUMBLE CHILD WHO RARELY TRAVELED BEYOND THE OUTSKIRTS OF HIS VILLAGE...

LATER SANCTIFIED MORE THAN 2,50,000 HOMES AND TIRELESSLY TRAVELED TO MORE THAN 51 COUNTRIES FOR THE JOY AND PEACE OF OTHERS.



THIS SHY AND MODEST YOUTH BECAME THE PRESIDENT AND SPIRITUAL LEADER OF A SOCIO-SPIRITUAL ORGANIZATION; THAT BECAME INTERNATIONALLY RENOWNED FOR ITS VALUES, WORK, MANAGEMENT AND RELIEF-ACTIVITIES.

YOUNG SHANTILAL BECAME THE GLOBALLY REVERED GURU PRAMUKH SWAMI MAHARAJ, WHOSE ABSOLUTE PURITY AND HUMILITY, IMPACTED THE WORLD AND TRANSFORMED MILLIONS.

'Pramukh Swamiji has taught four generations of people to rise from within and their rise has been phenomenal'

APJ ABDUL KALAM



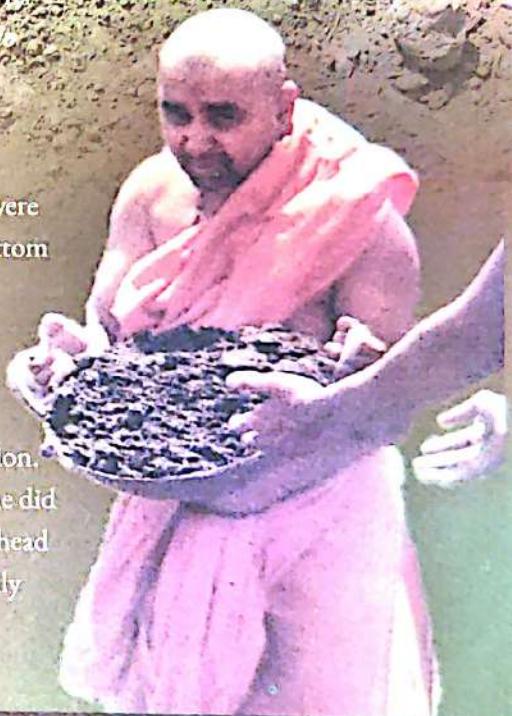
Let's take a look at a few of the principles of leading-without-leading that we learnt from the lecture.

Leading by Example

Pramukh Swami Maharaj's speciality was how to inspire others without being in the back. His leadership wasn't like just giving orders or saying "you do this", but he led by example. He did this:

In 1968, BAPS was celebrating a festival in Gondal, Gujarat. It was decided to use the gurukul complex as accommodation for the devotees. In preparation for this, workers were hired to update the building. This work required the workers to carry tiles from the bottom all the way up to the top. It was a very difficult task and as a result many of the workers were frustrated, tired and refused to work. This was a big problem because this work needed to be finished quickly.

At that time Swamiji was visiting all of the departments when he came upon this situation. At that time he could have shouted at the workers and forced them to work, but instead he did something unique. He led by example. He picked up a pile of 12 tiles, put them on his head and climbed up to the top. Upon seeing this the workers were inspired and automatically engaged themselves back in the work.



Servant Leadership



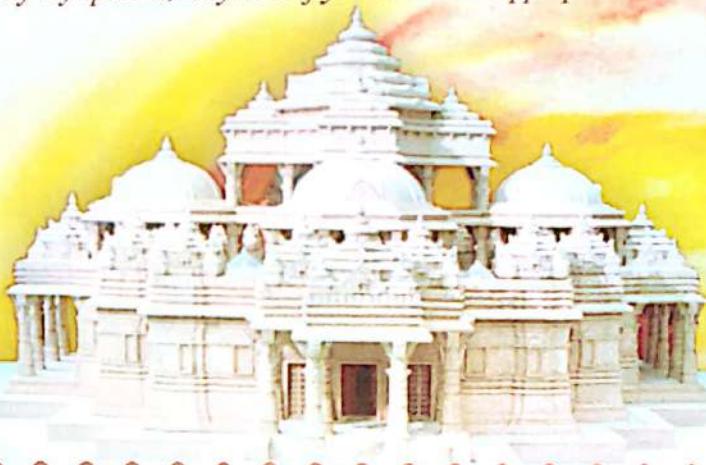
Many people see a leader as one who sits on a big chair and commands other people to do work. But Pramukh Swami Maharaj believed a leader is someone who also takes out time to serve others.

In 1950 at the young age of 28, Pramukh Swami Maharaj was appointed as the president of the BAPS organization. Around 100 people attended this small festival. After everyone had eaten, Swamiji noticed a huge pile of dirty plates and utensils that had not been washed. He could have ordered someone to clean them or at least asked for assistance. But instead, his first act as president was to wash all the utensils on his own.

Politeness & Egoless

After gaining much power and experience, some leaders may become egotistic and forget to respect the people who work for them. But Pramukh Swami Maharaj always made his decisions after politely consulting those who work with him.

Once during the construction of the grand Akshardham monument, the expert architects had become confused. They were unable to figure out a good way of complete the *parikrama* to surround the main monument, without ruining the view of the monument. It was at that time that Pramukh Swami Maharaj suggested that they should build the *parikrama* only on three sides of the monument so that the view of the monument remains open, to be seen from a far distance. The architects were very pleased with this solution, they called it a 'million dollar decision'. But Swamiji humbly added, "*This is only my opinion, only do it if you think it is appropriate.*"



Forget Yourself

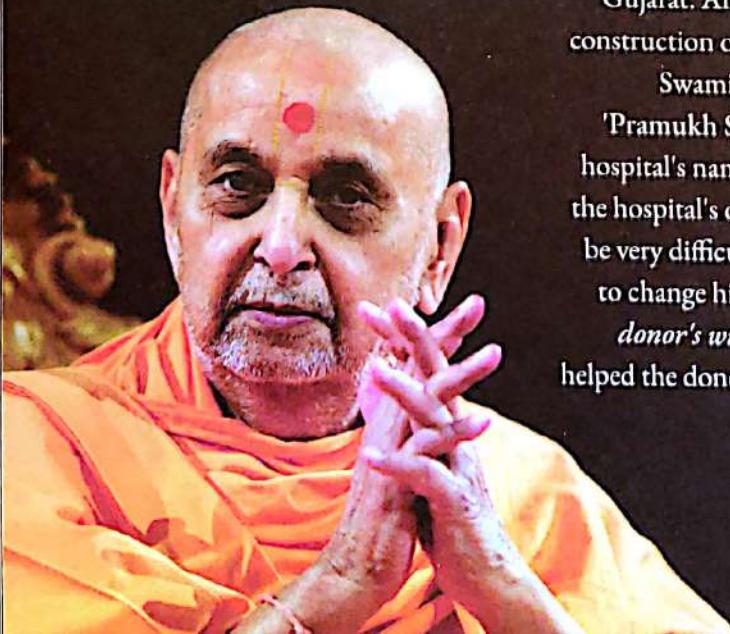
A typical work environment may often be filled with people trying to take credit for themselves, with the intention to look good. But Pramukh Swami Maharaj's leadership was such that he never took credit for himself, but he would appreciate others and give them all the credit.

There is currently an award winning hospital built by BAPS in Ahmedabad, Gujarat. After the volunteers received permission from the government for the construction of this hospital, they presented all the plans to Swamiji. At that time

Swamiji noticed that the volunteers had named the hospital in his name –

'Pramukh Swami Maharaj Hospital'. Immediately he told them to change the hospital's name to his guru's name instead. But the volunteers protested, because the hospital's original name was already in all the legal documents and so it would be very difficult to change it and would delay their progress. But Swamiji refused to change his mind. The volunteers tried to convince him again, "*It is the main donor's wish to name the hospital after you.*" But Swamiji remained firm and helped the donor understand, as a result the donor became convinced that Swamiji

was truly selfless



Let's explore these leadership principle's further through a case study.

"Sahib, do you mind picking that up and placing it on this pile in my hands," said the peon as the lift began to move up. Mr. Shah's face began to turn red with anger. His hands were shaking inside of his hand-stitched Italian suit.

"How dare you! Do you know who I am? I am the man who signs your paycheck. I am the CEO of this company and you want me to pick up a package – to help you out? The rudeness!" shouted Mr. Shah.



The peon's face went white with shock. A lady watching this from the corner picked up the package silently and placed it on the pile of other boxes that the peon was carrying. The lift door opened, the CEO marched out and suddenly turned to face the woman. *"Anjali, make sure you are in my office at 10AM sharp. I want to discuss the upcoming merger."*

The peon glanced at the lady – shocked! – And then looked away quickly. He gathered the courage to look at her once again as she began walking away. *"Oh my God! That was Ms. Anjali Ahuja! The IIM genius who was hired as the youngest CFO in the history of the company – maybe any company ever. She is said to be a powerhouse in the board room – commanding respect through her brilliance and determination. But she seemed so humble in comparison to her reputation. She even helped me with the box..."* thought the peon as he began delivering the packages in his hand. *"Wow, what a difference in this company's leadership..."* he thought.

We saw 2 different types of leadership in this story. Describe them both.

What was the impression of the two different types of leadership on the peon. What does this mean to you?

How does this story relate to Pramukh Swami Maharaj's leadership? What did Pramukh Swami teach us about the value of leading by example?

"And, so... Mr. Shah. By my projections, by acquiring Cybernetics LLC, we are on a trajectory of increasing our market share by 35% over the next 5 years, along with an increase in global brand presence by 25% by May 2024. This should set us up to become the largest nanotechnology company in Asia," explained Ms. Ahuja expertly.

Mr. Shah tried not to look impressed. *"Ms. Ahuja, did you consider our Chinese competitor, Wangdu Company? They are making big progress in the Asia-Pacific market. What are our plans to take them out?"* Ms. Ahuja looked calmly at Mr. Shah. She knew what he was doing, but she wasn't planning on looking foolish in front of the chairman and the rest of the board today. *"Mr. Shah, very good question. We have been tracking Wangdu for the past 5 years. By my estimate, Wangdu will be falling short of their projected earnings this year. They are over-spending, their margins are shot and we just converted one of their major clients into ours. I don't expect them to be of any concern after the next financial year."*



The board members all looked at each other, extremely impressed. *"Ms. Ahuja, as always, your work is excellent. It is always a pleasure. We would love it if you would join us at the executive lounge at JW Marriott for lunch today. I want to discuss your future at this firm,"* said Mr. Desai, chairman of the board. Mr. Shah was boiling with jealousy, but what could he say?

"Mr. Desai, I appreciate your offer. However, today is Wednesday and I have a standing appointment in the employee cafeteria every Wednesday" said Ms. Ahuja.

Mr. Shah laughed. *"Some BIG appointment you have... Mr. Desai, Anjali goes to the cafeteria to serve food to the employees on Wednesday... some kind of outreach program. I told her... it's ridiculous! You lower the value of your status as CFO!"* said Mr. Shah, hoping to make Ms. Ahuja look bad.

However, Mr. Desai looked at Anjali with admiration. *"Ms. Ahuja! What a great idea. This is the type of company culture we need to have at this firm! Well done!"*

What does this story show us about the difference in Mr. Shah's and Ms. Ahuja's leadership style?

What is the value of servant leadership?

What did we learn from Pramukh Swami Maharaj's story about servant leadership?

Mr. Shah was already in a bad mood since Ms. Ahuja showed him up at the board meeting. "Who does she think she is? I hired her? Where does she get off making me look bad?" he thought to himself, steaming. "Champa!" he yelled at his secretary. "Champa! Why are you so slow! Get in here." Champa, an elderly woman, walked in slowly. "Go get Manish and the rest of the scientists. I need to discuss an urgent matter with them."

Champa hobbled out, feeling bad for the scientists. She knew that 'an urgent matter' meant that Mr. Shah was going to yell at them for something they didn't do for at least one-hour. She called Manish and told him to quickly gather all of the scientist to the CEO's office. The scientist's hurried up the stairs to the 34th floor and sat down nervously in the chairs laid out for them in the CEO's office. "Great, everyone is here? On time I see. About the only time you get anything done by the deadline. What is the status on product XY379? You told me last time we met that it should be done by end of the month. Well it's the end of the month! And all of you have to show me is your ugly faces? Leave that for your wives! Show me results!" Mr. Shah was only getting warmed up. Yelling, screaming and insults was all you could hear around Mr. Shah's office for the next 1.5 hours.

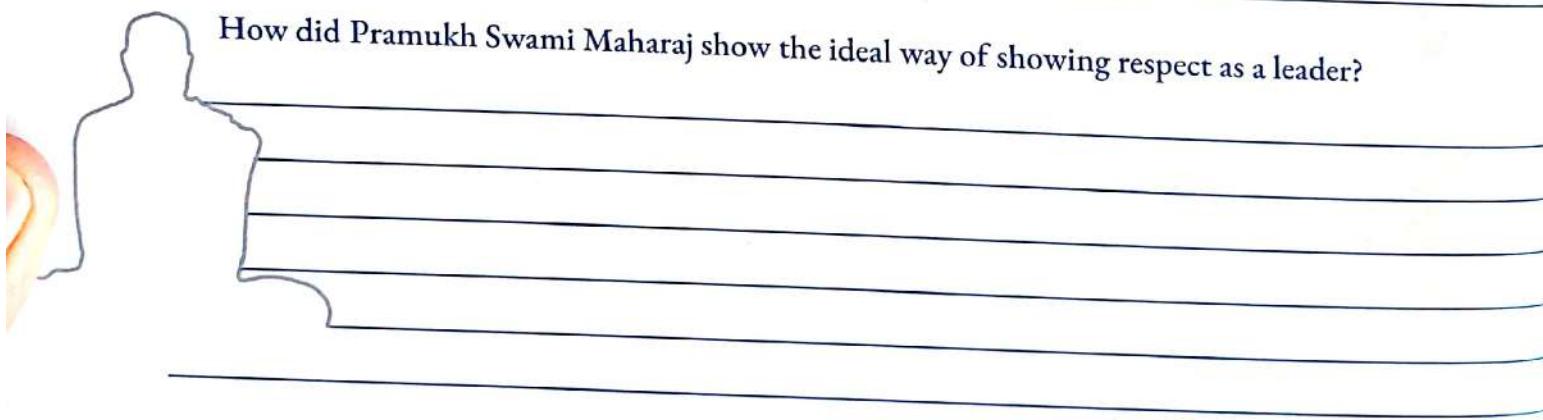


On the 33rd floor, Ms. Ahuja was sitting in a meeting with the financial analysts. "Chalo, Rohan. Catch me up. Where are we on the AB725 go-to-market strategy plan documentation?" "Sorry madam! I was meant to complete it for this meeting, however my son was sick since the last two days and so I was distracted. I will have it to you by end of the day." Rohan looked down, scared that he was going to get yelled at, or worse, fired. But instead he heard a compassionate voice, "How is Raj feeling now?" Ms. Ahuja asked. Rohan looked up surprised. "He is much better madam. Thank you for asking." "Ok Rohan, please have the documents printed and read for my approval by end of the day. Suraj, are you working on anything urgent? If not, help Rohan get everything together."

How did Ms. Ahuja and Mr. Shah differ in the way they treated their juniors? Which way is better?

What role does politeness and respect play in my life? What role does it play in leadership?

How did Pramukh Swami Maharaj show the ideal way of showing respect as a leader?



"Ms. Ahuja, your work with the AB725 go-to-market strategy plan was excellent! We have already begun to turn a profit on this product, and it has only been 3 weeks!" said Mr. Desai excitedly.

Mr. Shah was moving nervously in his chair. If Anjali outshines him here, what's next? The board loves her – will they make her CEO?



"Yes, Mr. Desai, Anjali did a good job, however, without my business expertise and guidance, I do not believe it would have been possible..." said Mr. Shah cunningly.

"Honestly sir, we couldn't have done it without the finance team. They were working extended hours for the past two months making sure everything was set for the go-live. Without their dedication and sacrifice, it wouldn't have been possible. All credit goes to them," said Ms. Ahuja sincerely. Mr. Desai smiled at Anjali with pride and admiration.

What did we learn about taking and giving credit in this scenario?

How did Pramukh Swami Maharaj feel about taking credit for his work?

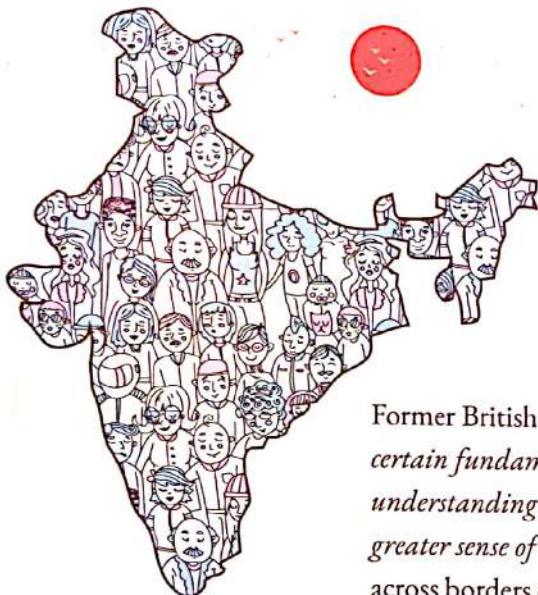


How did Pramukh Swami Maharaj show appreciation for others?

MY INDIA

MY PRIDE

AN IDEAL CITIZEN - 1



Technology and infrastructure, education, rural development – these are just a few of the socio-economic areas the Government of India would like to improve to advance our country to a global platform. Making internet readily available throughout the nation, or be it creating a transcontinental transportation system, all of these advancements sound great. But the truth is, that the progress of the nation heavily depends on its people; without the development and contribution of value-based citizens this is not possible.

Former British Prime Minister, Tony Blair explains that, *"All human systems rely on certain fundamental values to function well over the long term, and applying this understanding to globalization could produce tangible benefits... a greater sense of values, a greater sense of the common good..."*²⁴ He went on to explain that moral values are universal across borders of culture, race, religion, economics, politics, etc. This means, regardless of all other differences, moral values are of importance to all nations.

A country without value based citizens can create an environment of crime, financial and political corruption, and an unreliable and untrustworthy government; and these factors can stunt the growth of the country.

However a country with value-based citizens can help promote a productive environment in several of ways, some of which are displayed below:²⁵

- Greater patriotism and national loyalty
- Empowered communities
- Citizens that care for each other and a greater contribution to volunteer work
- Citizens that live by good social and moral standards
- Citizens and a government that follows, supports and protects the law
- A strong democracy with public participation
- Eradication of bias selection in employment, education and government services
- Non-discrimination and protection of marginalized groups

It is thus essential for a nation to have value base citizens to transform it from a developing country into a developed country. To become value based citizens, we must first develop good values in our lives.

Today, we are going to discuss four principles: **Responsibility, Accountability, Honesty, and Integrity.**

Before we begin, what do these words mean to us? We may be familiar with responsibility and honesty, but what about accountability and integrity?

Write your definition of the following words.

RESPONSIBILITY -



ACCOUNTABILITY -

HONESTY -

INTEGRITY -

To gain an even better understanding of the role these values play in our lives, let's read the story of Ashish and his sister Kalpana and understand the value of these principles. Throughout the story, try to find where they have imbibed these 4 qualities in their lives.



"*Ashish! Time to get up!*" yells Kalpana from downstairs. "Five more minutes!" says Ashish as he lazily rolls over in his bed. "Your breakfast is getting cold! Hurry up and get ready!" yells Kalpana.

"*Ugh! Fine!*" Ashish sluggishly gets out of bed, showers, and heads downstairs. He heads to the kitchen, surprised to see his sister in the kitchen cooking. "*Why are you cooking? Where is mom?*"



"*Mom isn't feeling well. She's been sleeping late at night. So I woke up early to get breakfast and lunch ready for all of us before heading to work.*" explains Kalpani.

"Thank you mom! Breakfast and lunch for all of us! What a time do you get up? This must have taken you forever!" says Ashish, shocked.

"It's not a big deal. Once you get older, you will learn how to step up and take charge as well," says Kalpana as she picks up a cloth. "Listen, your dishes, groceries and fruits are on the counter. We'll be done before heading out to college."

It's 5:00 PM and Ashish just got back from college. He is messaging his friends on the couch. Kalpana is in the kitchen, washing dishes and on the phone with a colleague from work. Ashish's mother is sitting nearby, resting.

"Rabul, I understand what you are saying. I had to leave early today because my mother is sick and my father is out of town. Don't worry, I will finish the proposal tonight and have it ready before tomorrow's meeting," says Kalpana as she dries her hands and puts her phone on the table next to her open laptop.

"Oh no! I totally forgot to wash the dishes before I left for college and Kalpana had to do them. Man! She didn't even complain!" thinks Ashish guiltily to himself.

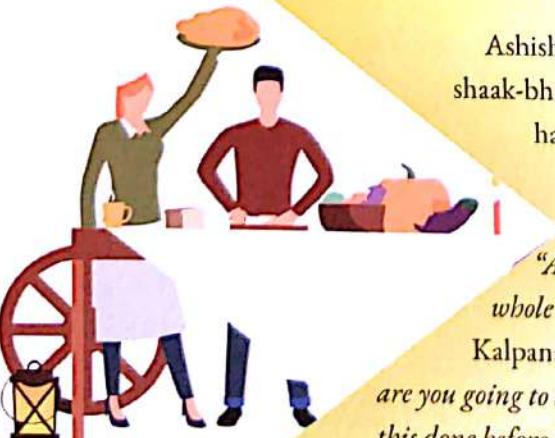
Kalpana sits down in front of her laptop and begins typing.

"Ashish," says his mother hoarsely, "Can you go pick up the shaak-bhaaji for your sister so she can cook dinner?" "Mom, I would, but I've made plans with my friends already. We are going to go play cricket in the park," says Ashish. "Ashish! You know how busy your sister has been since the morning, getting everything ready for all of us and you want to go and play games?" Ashish looks down in shame.

"It's okay mom, I'll go pick it up. Let Ashish meet up with his friends," says Kalpana as she stands up and picks up her purse.

"No! I'll go. Don't worry. I know you've been busy since the morning. Let me take care of this," says Ashish as he walks towards the door.

--(Reflection Point - 2)--



Ashish gets back from the market and sees Kalpana on her laptop working. He puts the shaak-bhaaji in the kitchen and sees that the rest of the house has been cleaned, his mother has been given her medicine and put to bed, and the flour for rotis has already been prepared.

"Are you a machine or something? I was only gone for 30 minutes and you cleaned the whole house and prepared the flour?" says Ashish in astonishment. "It's no big deal," says Kalpana without taking her eyes off of her screen. She is typing quickly. "How much work are you going to do? Relax a little," says Ashish as he leans into see what she is typing. "I have to do this done before tomorrow. I gave a commitment to my boss, so I have to deliver," says Kalpana as she glances at her brother and smiles. "Thanks for worrying about me, but I'm okay. Where do you plan to go after this?" she says looking around the kitchen. "Don't worry about that. I'll cut everything. You just have to go to the vaghaar," says Ashish.

"Man, Kalpana is amazing! She has so much responsibility at work and she still makes time for house work? How is she doing all of this?" thinks Ashish as he begins cutting the vegetables.

Once they are done eating dinner, Kalpana and Ashish wash the dishes and clean the kitchen together. As soon as they are done washing the last dish, Ashish plops himself on the sofa and turns on the TV. "Man! I am exhausted! I don't think I've ever worked so hard!" says Ashish as he watches cricket highlights.

Kalpana doesn't respond, so Ashish looks over at the table and sees that Kalpana sitting back down to finish her proposal for work. "She is a machine! What is driving her to keep working?!" thinks Ashish.

-- (Reflection Point - 3) --

Praful Kaka comes by the house to drop off the new computer. "Ashish! I can't believe your father bought this brand new Apple computer. I thought he was so cheap! He only got me a pair of socks for my birthday!" says Praful Kaka, laughing at his own lame joke. "Thanks for bringing it over Praful Kaka! We'll take care of it!" says Kalpana. "Let's be very careful while taking it upstairs, okay Ashish?"

As Ashish and Kalpana are taking the iMac upstairs, Ashish's phone begins to ring loudly. "Hang on," says Ashish, fishing in his pocket for his phone. "Let me turn it off or it will wake up mom." As he is saying this, he only has one hand on the iMac and loses his grip. "NO!" yells Kalpana, as the iMac slips out of Ashish's hand and falls to the floor with a "crack!" Ashish and Kalpana look at the once brand new iMac now with a shattered screen. Ashish looks to his sister for help... "What are we going to do? Papa is going to kill me!" he says.

Suddenly they heard a voice from the entrance. "Hello! I'm home!" Kalpana and Ashish are stuck to their spots. Ashish is on the verge of breaking down. Kalpana puts her hand on his shoulder reassuringly and then begins walking downstairs.



"Kalpana, beta, did Praful Kaka come by with the iMac? Did he say anything? I bet he was shocked that I bought it." Kalpana and Ashish meet their father as he is making his way towards the stairs. "Did you bring it upstairs like I asked?" says their father as he loosens up his tie. "Papa, don't get upset, but the computer fell and the screen cracked," says Kalpana slowly. "WHAT!!! Are you serious? What happened?" exclaims Papa. "We were bringing it upstairs, and..." Kalpana begins explaining. "Who is WE? Ashish! You did this didn't you! You are always goofing around, never serious. You must have dropped it!" says Papa as he turns towards Ashish with anger. "No, Papa, I did it. It was my fault," says Kalpana, putting her hand on her father's shoulder.

"No Kalpana, don't!" says Ashish terrified. "Don't take blame for my mistake. I'm sorry Papa. I was trying to turn my phone off because it was ringing loudly and I didn't want to wake up mom since she is sick and... and... and it slipped out of my hand," explains Ashish, disappointedly. "I'm sorry, Papa." "Ashish, you are always sorry about something or the other? When are you going to grow up?" says Papa angrily. Kalpana replies, "Papa, you had given me the responsibility of taking the computer upstairs so the blame is all mine. I am the one who dropped it. If you want to be upset, be upset with me but not Ashish." Papa looks up at both of them and walks away upset.

-- (Reflection Point - 4) --

Evening turns into night. Ashish is tossing and turning in his bed, but can't sleep. He heads downstairs for a drink of water. As he walks down the stairs, he sees a dim light coming from the kitchen. As he gets closer, he sees Kalpana working on the proposal on her laptop.

"Kalpana, it's so late! Why are you still working?" Kalpana looks up to see Ashish. She smiles and says, "I told my boss that I would get this done tonight. The client is coming into the office for the presentation tomorrow afternoon and I won't have time to work on this before then. Once you've made a commitment, it is important to follow through, even if you have to sacrifice your own time or comfort."

Kalpana looks at her brother's sleepless face and says, "And why are you awake? Don't worry about Papa, I went and met him afterwards and smoothed everything out." "You did what? Kalpana! Why did you take the blame? It was my fault. I'm the one who dropped the iMac," says Ashish.

"Ashish, it was my responsibility to take the computer upstairs, so ultimately I have to take the blame. Don't worry, Papa had insurance on the computer and will get it replaced." Ashish goes up to his sister and gives her a hug. "Kalpana, you are amazing! How did you become so smart, capable and mature?"

Kalpana starts laughing and says, "Ashish, you will become mature too, don't worry. When we take on responsibility, we become capable and mature. Being accountable for our actions and honest with the people who are depending on us... this is all part of being an adult. If we live by these principles, we will find that our relationships become richer and our life more meaningful."



-- (Reflection Point - 5) --

What did we learn from Kalpana? Where did she display responsibility, accountability, honesty, and integrity?

What did we learn from Ashish? Where did he display responsibility, accountability, honesty, and integrity?

Where in our life can we apply these qualities?

How would imbibing these values in our life affect our relations with our family and friends? How would it impact our education or career?

How would imbibing these values in our life help make India great?

Which of these values do you want to imbibe in your life?

- I will take up more responsibilities around the house such as cooking and cleaning.
- I will look after my family members when they are ill.
- I will take the blame for my mistakes.
- I will look after my siblings.
- I will always fulfil my commitments to my work, projects and studies.
- I won't complain when I have to do chores.
- I won't cheat on my exams or assignments.
- I will always tell the truth, even when it is difficult to do so.

Other,

IPDC Essentials

It is thus essential for India to have value-based citizens to transform it from a developing country into a developed country.

To become value-based citizens, we must first develop good values in our lives. Let's start by focusing on these four: responsibility, accountability, honesty, and integrity.

MY INDIA

MY PRIDE

AN IDEAL CITIZEN - 2

LESSON 2

■ LOYALTY |

A strong feeling of commitment and allegiance to a cause. We should be loyal to our family, friends, peers, superiors, college, business, and our nation. As youths, it is important to be loyal to our work and studies.

■ SINCERITY |

Is to be genuine and honest; free from hypocrisy and deceit. Any work we do, even if it seems unimportant, but if we do it with sincerity – then this will benefit our personal life and our nation.

■ PUNCTUALITY |

Is to complete a required task or fulfil an obligation before or at a previously chosen time. Punctuality at college and in every other aspect of our daily life, is essential for our success.

**Make the Most Out of Your Life**

As students, if we want to earn a degree then we have no choice but to attend college lectures. If we want to earn a salary then we have no choice but to work for an employer. But during that time, will you be an alive member or a dead member? Will you choose to make the most of it? Will you choose to enjoy it? Well, that is in your hands.

On average, how many hours do you spend in college every week?

Now calculate how many hours that is in an academic year?

How many hours is that to complete your degree?

If we have to spend this many hours in college to complete a degree then why don't we make the most out of it? But to do that, it is essential to have loyalty, sincerity and punctuality in our lives.

BECOME INDISPENSABLE



If we work with loyalty, sincerity and punctuality, then we will become an indispensable member of any team, organization or community that we are a part of.

In the lecture, we heard about the teachers from Pipaliya Agency village, Jamkandorna district. When Shaileshbhai visited this school to transfer these teachers, the village leaders found out and refused to let them go. They were willing to pay for the teachers' wage themselves before they would let the teacher move to another school. When asked, they explained what made the teachers so great:

They arrived early at 6:45am, stand by the school gate and get the children clean, ready and looking smart.

7:30am – 12:30pm they teach at the school. Their monthly wage is only the small amount of 2500Rs.

12:30pm – 1:30pm madam goes home to cook and master develops the school garden.

3pm they return to school to teach students who are academically weak, free of charge. Then they play games with them.

9-10pm they teach the alphabet & basic Gujarati to the illiterate people of the village.

When the teachers were asked – “*What do you get from all this hard work?*” They replied – “*We haven't gained anything you can see, but we gained a place in the heart of every person in this village.*”

From this incident, highlight how these indispensable teachers worked with loyalty, sincerity and punctuality.

LOYALTY

SINCERITY

PUNCTUALITY

LEAVE A STRONG IMPRESSION

If you work with loyalty, sincerity and punctuality then you leave a strong impression with all the people who you work with and even with the people who just witness you work; you will leave such a strong impression, that people will remember your legacy long after you are gone.

Mahadev Desai (1892-1942) was an Indian independence writer and activist. He loyally supported Mahatma Gandhi as his personal secretary for 25 years, but as Verrier Elwin described Mahadev's sincere service, "He was much more than that. He was in fact Home and Foreign Secretary combined. He managed everything. He made all the arrangements. He was equally at home in the office, the guest-house and the kitchen. He looked after many guests and must have saved 10 years of Gandhi's life by diverting from him unwanted visitors".²⁵ Rajmohan Gandhi, the grandson Mohandas Gandhi described Mahadev's punctual routine, "Waking up before Gandhi in pre-dawn darkness, and going to sleep long after his Master, Desai lived Gandhi's day thrice over — first in an attempt to anticipate it, next in spending it alongside Gandhi, and finally in recording it into his diary".²⁶

In 1942, Mahadev suffered from a heart attack, he spent his last hours on earth with his head in Gandhiji's lap. When he finally stopped breathing, Gandhiji called out twice: "Mahadev! Mahadev!" Gandhiji was later asked why he called out in this manner, he replied: "I felt that if Mahadev opened his eyes and looked at me, I would tell him to get up. He had never disobeyed me in his life. I was confident that had he heard those words, he would have defied even death and got up."

Mahadev's character was so powerful, that Gandhiji had faith that Mahadev would eagerly follow his wish even on his death bed. Despite living a short life of 51 years, the impression of his work ethic was so strong that he is even remembered today – long after his death. Similarly, if we live with loyalty, sincerity and punctuality then we will also leave such an everlasting strong impression.

You are the CEO of a multi-national company, you and your advisors are discussing opportunities for new candidates. Look at their positive and negative points. Should they be hired or fired – you decide!



ADVISOR 1

"Manisha is more than capable to complete this project..."

"We need to discuss some confidential matters and Kaushik's input would be impactful in making the key decisions..."

"Keval is still unexperienced, I am not sure he is ready to work in the field..."

ADVISOR 2

"...but she is not time punctual, she has failed to complete many deadlines before, this is a risk."

"...but his past shows that in previous projects, he would share confidential information with others for his own gain."

"...but his progress in last few years shows that he is a hard worker, he may struggle at first but he is willing to put in the extra time and effort to learn.'

YOU DECIDE

HIRED / FIRED

HIRED / FIRED

HIRED / FIRED

Read the scenarios below and fill out your answers.

Scenario 1 – During one of your classes in college, there is one classmate who is always friendly whenever you have a general conversation. But one day when you are using the bathroom, you happen to overhear that classmate saying nasty things about you to other people. How do you feel towards that classmate? How would your behaviour towards them change?



Scenario 2 – You agree to meet up with a friend, but your friend keeps you waiting for a long time. This is not the only time that he/she is late – this is a regular occurrence. How do you feel towards that friend? How would your behaviour towards them change?



Scenario 3 – You are working on a college project – you have to make a presentation for your class. Your friend is really skilled at making videos. You ask for his assistance in making a video for your project, and he happily agrees to help, but when the time comes he doesn't do it. In fact, you asked for his assistance many times before, he always says "yes", but he never delivers. How would you feel towards this friend? How would your behaviour towards them change?



We have seen how loyalty, sincerity and punctuality are essential in both a working and personal environment. But now it is time to look at ourselves – to what extent are these qualities apparent in our lives?

Look at the comments below, tick the comments that people say about you? Not sure? Then ask a teacher or a parent for their opinion.



"You are sometimes late to class."



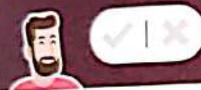
"I feel that I can trust you."



"You are a hard worker"



"You sometimes fail to complete your homework on time"



"I can rely on you to get work done."



"You wake up early every day."



"You need to try harder in your assignments."



"Stop being so lazy!"



"I often see you volunteering your time to help teachers and other students."



"I am hesitant to ask you for help because you often make excuses."

"The greatest discovery of any generation is that a human being can alter his life by altering his attitude."



CHANGING YOUR PERCEPTION

By changing our perception we can change our attitude, then we can completely develop the qualities of loyalty, sincerity and punctuality into our lives.

When Walt Disney created the Disney Parks, he wished for each of the customers to have a magical experience. This was to be possible, it was important that each of the employees played their role to contribute to the atmosphere of the park. To create the 'Disney Land' attitude, the directors created certain rules and phrases so that the employees maintained the correct perception of their role. Disney calls all of their employees (including the cleaners) - 'cast members'; they call interviews - 'auditions', they call their customers - 'guests'; they call their jobs - 'performances', they call their uniforms - 'costumes', and whenever they walk around the park - they are 'onstage'. By using this terminology, the employees are reminded that their every action is representing the reputation of Disney. As long as they are amongst the customers - they always remember to be polite, to be prepared to answer any question and to maintain a happy personality."

So by changing your perception, your whole attitude and character changes. But how do you change your perception?

1. Don't Understand Small Things to be Small

Throughout the day, from the time when we wake up until when we sleep at night, every single task should be done properly and to our best ability. This includes waking up on time, making our bed, dressing smart, keeping a clean room and study space, attending classes on time etc. These may seem like small things but they are not, everything

do has an impact on our life. Admiral William H. McRaven has been in the Navy SEALs for 36 years. His training process requires strict discipline and perfection in every small task. Let's see the significance of this in his own words: "Basic SEAL training is six months of being constantly harassed by professionally trained warriors who seek to find the weak of mind and body and eliminate them from ever becoming a Navy SEAL."

Every morning in basic SEAL training, my instructors would show up in my room and the first thing they would inspect was your bed. If you did it right, the corners would be square, the covers pulled tight, the pillow centered just under the headboard and the extra blanket folded neatly at the bed. It was a simple task — mundane at best. But every morning we were required to make our bed to perfection. It seemed a little ridiculous at the time, particularly in light of the fact that we were aspiring to be real warriors, tough battle-hardened SEALs, but the wisdom of this simple act has been proven to me many times over.

If you make your bed every morning you will have accomplished the first task of the day. It will give you a small sense of pride, and it will encourage you to do another task and another and another. By the end of the day, that one task completed will have turned into many tasks completed. Making your bed will also reinforce the fact that little things in life matter. If you can't do the little things right, you will never do the big things right. And, if by chance you have a miserable day, you will come home to a bed that is made — that you made — and a made bed gives you encouragement that tomorrow will be better.

2. Look at the [BIGGER PICTURE]

In 1961, President John F. Kennedy made a great speech to inspire America to support the NASA mission of putting man on the moon. The next year, President Kennedy visited NASA for the first time. During his tour, he met a cleaner who was carrying a broom down the hallway. The President then casually asked the cleaner what he does for NASA, and the cleaner replied, "I'm helping put a man on the moon." Some people may just see the physical task like cleaning as insignificant, but this person understood the bigger picture of his contribution to NASA.

Similarly, when you have to study, complete assignments, attend lectures, and take exams; don't just do it to pass your degree but look at the bigger picture.

By trying to keep perfection in the every small task and by looking at the bigger picture – this creates an ideal student & an ideal citizen.



During your studies, what will be your bigger picture? Tick the appropriate boxes.

- My studies will be useful in my professional life
- To achieve entry into my chosen career path
- To become financially stable
- To improve my skillset
- To increase my intellect
- To improve my family conditions
- To make my family happy
- To enable me to contribute to my country
- Other

IPDC Essentials

The Values of Loyalty, Sincerity & Punctuality:

- Are essential in our personal, academic and working lives
- Makes us become indispensable
- Can leave a strong impression
- Can be developed by trying to keep perfection in the every small task and by looking at the bigger picture

FACING FAILURES

LESSON-24

Timeless Wisdom for Daily Life

Wisdom and knowledge shall be the stability of thy times

A stable mind allows us to find freedom from the normal stresses of life, it can help us work more productively, and allow us to become more patient, tolerant, and happy. However, we often find ourselves in situations where it becomes difficult to remain stable-minded. So, how can we regain our stability? There are two techniques - the quick way and the permanent way.

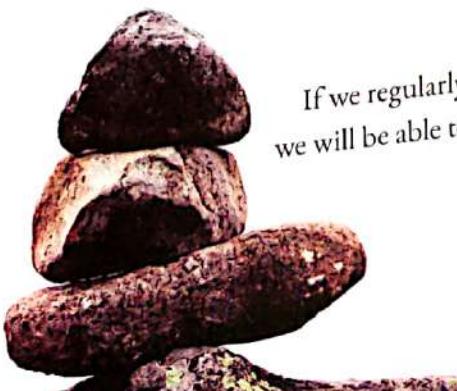
The Quick Way: When we feel stressed about something, we can step away and distract ourselves from the problem. For example, when we feel stressed about a project at college, we may decide to relieve our stress by relaxing with our friends or by reading a good book. These solutions help us bring relief for some time, but they may not always be sufficient as a long term solution.

The Permanent Way: When we feel stressed about something, we can use wisdom to prevent our problems from overtaking our lives. If we can understand the realities of the world and ourselves then the problems that arise will become easier to manage.

Both these techniques are useful, but in this lesson, we will be exploring the permanent way - using wisdom.

So, where can we find this wisdom that can help us handle the big problems of life? This wisdom can be found in our ancient Indian culture. The basics can be understood through these three powerful thoughts:

- Live every day as if it were your last
- Look beyond the body
- Whatever happens, happens for the best



If we regularly use these three thoughts then we will be able to improve our mental stability.



Live every day as if it were your last

In the Mahabharata, Yudhisthira once came across a pond where Yaksha resided. Both of them engaged in a fascinating question-answer session, exploring some of life's biggest questions. One part of the dialogue is particularly interesting:

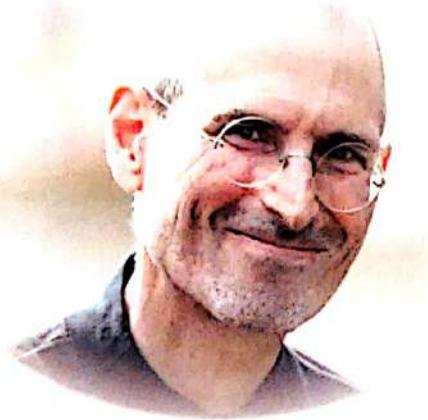
Yaksha: What is the greatest wonder?

Yudhisthira: Day after day, one sees countless living people die, yet the living still act and think as if they will live forever. What can be a greater wonder than that?



This ancient text reveals a piece of wisdom that is still relevant today. Even though it is a fact that our time on Earth is very limited, we often forget to live in a way that reflects this fact. However, once we accept life as finite, then this can allow us to live a fuller, more meaningful and content life. Death teaches us about life. Realizing the ultimate deadline can improve our productivity, clarity and stability. The people who have been able to understand this wisdom have achieved wonderful things.

"I'm sorry, but you have cancer"



Steve Jobs, an innovative genius - famous for creating the iPhone and other Apple products. When diagnosed with cancer in 2003, like most people his age, death is something he did not think would come so soon. But when he was able to come to terms with this fact, he learned from it and used it to accomplish many amazing things within the short time he had left.

In 2006, he gave the commencement address at Stanford University's graduation ceremony. Jobs spoke about his diagnosis and the effect it had on him:¹⁹

“When I was 17, I read a quote that went something like: ‘If you live each day as if it was your last, someday you’ll most certainly be right.’ It made an impression on me, and since then, for the past 33 years, I have looked in the mirror every morning and asked myself: ‘If today were the last day of my life, would I want to do what I am about to do today?’ And whenever the answer has been “No” for too many days in a row, I know I need to change something.”

“Remembering that I’ll be dead soon is the most important tool I’ve ever encountered to help me make the big choices in life.”

“No one has ever escaped it. And that is as it should be, because death is very likely the single best invention of life. It is Life’s change agent. It clears out the old to make way for the new.”

“Your time is limited, so don't waste it living someone else's life.”

Through this understanding, Steve Jobs worked fearlessly and this led to the creation of some of the most iconic technological advances in the 21st century, such as the iPhone, iPad, Mac Mini, iMac, Macbook, Apple TV and the app store.

“There was a big explosion...I knew my life was over”

On January 15, 2009, US Airways flight 1549 left from New York City's Laguardia Airport. Soon after take-off, the plane hit a flock of birds. Captain Sullenberger and the First Officer had to attempt an emergency landing on the Hudson River. As they were approaching the water, many aboard thought these were their last moments alive. In these last moments, many passengers got clarity they never expected. When the pilot made a miraculous landing on the Hudson River, the passengers were not only glad to be alive but they had a renewed sense of purpose.



One such passenger was Mr Ric Elias, a businessman seated in seat 1D. As he saw the plane approaching the water, he learnt 3 important lessons about his life³⁰:

1. “I no longer want to postpone anything in life. And that urgency, that purpose, has really changed my life.”
2. “I thought about my relationship with my wife, with my friends, with people. And after, as I reflected on that, I decided to eliminate negative energy from my life. It's not perfect, but it's a lot better. I've not had a fight with my wife in two years. It feels great. I no longer try to be right; I choose to be happy.”
3. “The only thing that matters in my life is being a great dad.”

Elias was given a second chance to live and he used the clarity from the interaction to start leading a more fruitful life for himself. Fortunately for us, we do not need a near-death experience to start living a full life. But rather we can apply this wisdom to make a huge difference to our lives right now.

Watch Ric Elias' Ted Talk



Activity: Imagine that you have only two years to live. How would this affect the way you lead your life? Would this change the way you use your time? How would it change the relationships with your family and friends? Would it change your career or the things you seek to achieve? Would it change the way you study? Would it change your view on faith and spirituality?

Look beyond the body

Once a boy went up to a balloon vendor in the park. The boy asked: “*Which of the balloons can float the highest? The Red? Blue? Or green?*” The vendor looked at the boy with a confused look and said, “*The colour of the balloon does not determine the height it will achieve, it's what inside that matters.*”

The same goes for us. Our physical body does not define us, but it is the force inside that makes us truly great.

In 1991, Prince Charles addressed an audience of 700 medical surgeons and psychiatrists in Brighton, UK. He told them, “*The most urgent need for a western man today, is to rediscover the divine element in his being. Without which there can be no hope, no meaning, for our existence. If you have understood this, then you have advanced one step in national policy.*”

Great Indian poets, like Narsinh Metha, have also revealed this truth:

“જ્યાં લગી આત્મા રહ્ય ચીન્યો નાથે, ત્યાં લગી સાપના સર્વ જુદી”

“*Until one does not realize the soul, all endeavours remain meaningless*”

Rooted in India, this wisdom has inspired many across the world. Such great personalities, past and present, have shown us the applications of looking beyond the body.



Ashtavakra Rishi

When Ashtavakra entered King Janak’s court to take part in the debate on philosophy, all the scholars laughed at his physically deformed body. Instead of becoming upset - he bravely explained to the scholars that they were wrong to judge someone on their looks, wise people only look at the inner beauty - the soul. This inner conviction allowed him to remain calm and confident.³¹

Danda Swami

When his life was threatened by the soldiers of Alexander the Great, Danda Swami bravely responded, “Even if you take away my head, you cannot take away my soul, which will depart to my God and leave this body like we throw away an old garment. Go and tell your King, Danda Swami will not come to you. If he needs Dandamis, he must come to me.”³² Humbled by hearing about such fearlessness in the face of death, Alexander came as a student to seek Danda Swami’s wisdom.



David Blaine

Stunt artist, David Blaine, broke a world record on live TV when he held his breath underwater for over 17 minutes. Despite the doctors’ warnings of brain damage and death, Blaine pushed his body and mind beyond the limitations. When discussing his training, Blaine explains that he had to remain very still and calm by remembering that he was not the body. This mindset helped him to preserve his oxygen and control his heart rate.³³

John Peters

In 1991, British Air Force pilot John Peters, was shot down while flying over Iraq. He was captured by soldiers and brutally tortured for 47 straight days. To survive this ordeal, John Peters would think to himself, “These people are torturing the body, but I am not this body.” This torture would have broken any normal person, but by distinguishing himself from the body, he was able to tolerate extreme pain.³⁴



Pragji Bhakta

In the 1800s, Pragji Bhakta was helping to construct a new assembly hall on the grounds of the temple in Junagadh. Some jealous workers, wanting to cause Pragji physical and mental pain, would insult him and throw heavy sacks onto his back. Later some people asked Pragji Bhakta why he remained joyful despite tolerating something so brutal. Pragji simply replied, “I don’t evaluate people based on their actions or speech, but I see the divinity inside each of them.”³⁵

Whatever *Happens,* Happens for *the Best*

Case Study - 1

Imagine after meeting some friends at a coffee shop, you are getting ready to leave. But as soon as you get up from your table, it starts to rain outside. The rain is very heavy, and you are unable to walk outside anymore. You try to get a taxi or rickshaw, but there are not any available nearby. It seems like everything that can go wrong, has gone wrong.

What would you think in this situation?

Travis Kalanick and Garrett Camp found themselves in such a situation. But instead of sitting around feeling down about their situation, the two of them came up with a brilliant idea to ensure that no one will have to face such a situation again. They envisioned a concept that would enable people to instantly order a taxi from a phone. This idea became known as Uber, an international ride-share app. If these two people did not encounter this situation, then they would not have found an opportunity to create something great.

Case Study - 2

You have just completed an interview for your dream job. After years of hard work and preparation, you expect to find yourself taking the next step in your career. When evaluating your qualities and credentials, you feel that you deserve this job. However, the next day, you receive a call telling you that you have failed the interview.

What would you think in this situation?



Dr Abdul Kalam faced a similar scenario. He had the dream of being an Air-Force pilot, he even had an interview at the Air Force Selection Board. Finally, the results were announced. Kalam stood ninth in a batch of twenty-five. There were only eight places available. He had failed to realize his dream of becoming an airforce pilot.

This broke Kalam. During his travels, he met with Swami Shivananda. During this meeting, Shivananda Swami told Kalam, *"Accept your destiny and go ahead with your life. You are not destined to become an air force pilot. What you are destined to become is not revealed now but it is predetermined. Forget this failure, as it was essential to lead you to your destined path. Search, instead, for the true purpose of your existence... Surrender yourself to the wish of God."*

In his book, My Journey - Transforming Dreams Into Actions, Kalam explains, *"That lesson made a deep impression on my mind. Truly, why fight against destiny? This failure, I was sure, was part of a larger plan that God had for me. I ruminated long about this as I went back to Delhi. There, I found that I had been accepted as senior scientific assistant at DTD&P. I gave up my dream of making a career out of flying. I understood now that there was plenty of other work to be done, and I was going to put my heart and soul into the job that had been given to me [...] Each setback teaches us a new facet of life and something about our own personalities. When we tackle obstacles, we find hidden reserves of courage and resilience we did not know we had."*³⁶

*"When faced with any type of problem
Then it is straightforward – God is the all-doer
Whatever he does, he does for our best
If we keep this thought
then we will experience peace, peace and peace"*

*

Pramukh Swami Maharaj

IPDC Essentials

Timeless wisdom can give us stability, productivity, and clarity.

Remember these powerful thoughts throughout the day:

- Live every day as if it were your last
- Look beyond the body
- Whatever happens, happens for the best

FROM HOUSE TO HOME

forgive & forget

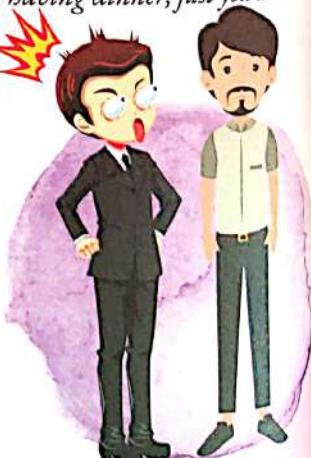
क्षमा दानं क्षमा यज्ञः क्षमा सत्यं हि पुत्रिकाः।
क्षमा यशः क्षमा धर्मः क्षमया विष्ठितं जगत्॥

*"Forgiveness is charity, yagna, truth, glory and dharma.
The whole world is supported by forgiveness."*

Valmiki Ramayan - 1/33/8

Raj was turning 18 tomorrow. He had hinted to his father, a very wealthy Mumbai businessman, that he wanted a car for his birthday – his first car! His father was a wise man and told him that he'll discuss it over with Raj's mother. But Raj knew his father wouldn't disappoint him – after all he was the only child.

Raj woke up early on his birthday. He peaked out of the window upstairs to see if his brand-new car was outside their house. It wasn't. *"Hmm, maybe he is going to surprise me with it later."* Raj got ready and went downstairs for breakfast. His mother hugged him and wished him a happy birthday. She made his favourite breakfast! His father came downstairs, suited and booted, ready to go to work. He put his briefcase on the couch and placed a heavy hand on his son's shoulder. He wished him a happy 18th birthday. Raj said 'thank you' and looked at his father waiting for him to toss car keys at him. His father simply gave him a birthday card and then said, *"We will be having dinner, just you and me, tonight at 8PM. Make sure you are there on time."* Raj smiled. *"Ah! I'll get the car at dinner,"* he thought to himself. Raj dressed up for dinner and met his father at 8PM on the dot. His father sat across from him and began, *"Raj, today is a big day. You've reached manhood – 18 years old. This means it is time for you to become focussed. What kind of man do you want to be? When I turned 18, my father gave me this,"* he said holding out a package wrapped in decorative paper, *"This changed my life and I wanted to do the same for you."* Raj took the package and pulled the paper off excitedly. He was expecting car keys, or at least a photo of his car... or something, but not this. He was holding a beautifully bound Bhagvad Gita. The pages had a golden edge and his name was embossed on the cover of the book. He looked at his dad in astonishment. His father was looking at him intently. Then finally, Raj burst out, *"ARE YOU KIDDING ME! A book! What are you doing! I asked for a CAR! Not a book! If I wanted a book I would have got it myself. All of this money and you give me a book!?"* Raj slammed the Gita on the table and stormed out of the room. His dad tried to catch up with him, yelling behind him, *"Wait! You don't understand. WAIT!"* But Raj was gone.



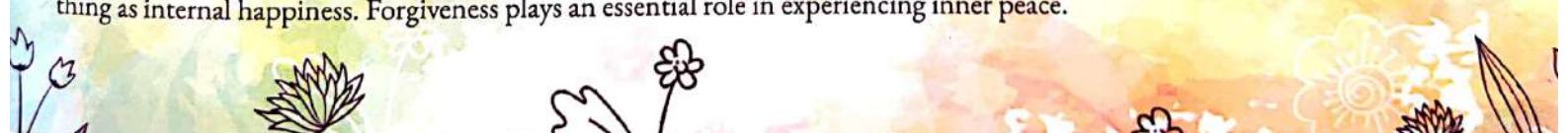
That night was the last time Raj spoke with his father. Raj went to stay with a friend in New York, went to an American university and started a business that eventually became very successful. His father tried to contact him many times over the years, tried to explain. There were many times that Raj thought about his family too, about what happened, about forgiving his father. But Raj never could get over the hurt of the last birthday he spent with his family. One day, many years later, while Raj was at work, he received a phone call from India. His father had passed away and had left everything he owned to Raj. He was needed in India to collect his inheritance. Raj felt a dull ache in his heart. He was finally going back to his birth home after so many years. On the way back to India, Raj remembered his father's call to him, '*Wait! You don't understand. WAIT!*' Guilt and regret were creeping up on him. But Raj pushed them back.



Raj reached his old house and unlocked the door. Everything was as he remembered it. He walks around the house, taking in all of the old memories. He finally made it to the dining room - the last place where he saw his father. He walks towards the dining table and stops dead in his tracks. There is something on the table. He walks closer to see it... 'Oh my God,' he thinks to himself. Raj sees the Bhagavad Gita his father had gifted to him on the table, almost exactly where he had left it. Raj picked up the book and stared at it. His thumb absentmindedly flipped the pages of the book. "What was that?" Raj thought to himself. He flipped the pages again and saw something in one of the middle pages. He flipped again, slowly this time, and saw it. He looked at the piece of paper in the middle of the book. He immediately began to cry.

In the middle of the book was a check written for the exact amount of money for the car that he wanted. On the check's memo, Raj's father had written: For Raj's 18th birthday. You're a man now, son.

Raj held a grudge against his father for the rest of his life, and what did he get in return? A life without the guidance and support of a father and a heart full of regret.



Raj's story is a cautionary tale. We tend to get into fights and arguments most often with the people we are closest to – our family and friends. To maintain our relationships and live a complete life with the people we love, we must learn to forgive and forget. We may move on in our life like Raj did, however, holding grudges and keeping misinformed opinions about our loved ones stops us from moving on from within. Remember, external success is not the same thing as internal happiness. Forgiveness plays an essential role in experiencing inner peace.

*Decide to forgive
For resentment is negative
Resentment is poisonous
Resentment diminishes and devours the self...*

ROBERT MULLER
former assistant secretary-general of the United Nations

We are human and so we make mistakes, whether they are intentional or not. We can often end up hurting people around us through our actions and words. We may not be able to stop ourselves from making these mistakes every time, but we can definitely control the way we deal with the situation afterwards.

Before asking for forgiveness, it is important to spend time thinking about your actions and how they affected the person you have wronged.



Some people think that asking for forgiveness is an act of a coward. But actually it is an act of the courageous, the act of a lion. If one wishes to find peace, to move forward and to maintain good relationships – then it is crucial.

Asking for forgiveness is not always easy, but here are some simple tips that can help us:

BE STRONG, BE COURAGEOUS

Asking for forgiveness is not for the meek. First you have to accept that you did something wrong or hurtful. Then you have to go and admit it to the person you hurt. Neither of those things are easy. In order to ask for forgiveness, you need to be strong from within. Visualizing yourself asking for forgiveness or role-playing the scenario in your head before actually doing it are good ways to gain the confidence you may need to follow through.

DON'T MAKE EXCUSES

It's okay to explain why you did what you did, but don't make excuses for your actions. Make it clear that you are not using your intention as an excuse for your behaviour.

TRY TO MAKE THINGS RIGHT

Tell the person that you are going to try hard and work on correcting the issue and making sure that you don't do the same thing in the future. You can express this by saying, 'next time this happens, I'll do this.'

APOLOGIZE

Express genuine remorse for your actions - make it clear that you are sorry. It is very important to actually say the words 'I'm sorry' or 'I apologize.' Strengthen the statement by giving details about why you're sorry.

SHOW EMPATHY

When apologizing, make it clear that you understand how your actions made them feel.

ASK FOR THEIR FORGIVENESS

Once you've apologized, ask for forgiveness. This may be the most difficult part. There is always a chance that the person decides not to forgive you. Just be sincere when asking for forgiveness. Despite the other person's reaction, you will feel peace internally because you sincerely asked for forgiveness.

FORGIVENESS IN ACTION

What prevents us from asking for forgiveness? Many times, we may not feel that we did something wrong; we may not completely understand the other person's intention and perspective. Let's take a look at Priya's story and see what it teaches us about forgiveness.

Priya's Story

Priya was excited about tonight. She was done with her final exams and was ready to relax! She had made plans to meet up with some of her friends. She was getting ready, when her mother walks into her room. "Oh that's a pretty dress! Where are you going tonight?" she asks. "Oh, it's going to be great! First we're going to have dinner at 5 Spice! Then we are going to see a movie, then get some dessert at CCD. Then we're all going to go to Karishma's house to hang out," says Priya excitedly. "That sounds like fun! What time are you going to get back?" asks the mother. "I'll probably be back pretty late, maybe around 1:00 or 2:00 at night. So don't wait up for me."

"What?! 1:00 or 2:00? Are you crazy? You can't stay out that late! You need to be back by 10:00 PM," says the mother. Priya couldn't believe what she was hearing – 10:00 PM? The movie starts at 10:00 PM!

"But mummy! Come on! I just want to chill with my friends tonight. I've been stressed with exams for the last month and now I want to relax," explains Priya. "Beta, I don't mind you spending time with your friends, you know that. But it's not safe to be out so late," explains her mother. "Ugh! You always do this! Why are you trying to ruin my life! My friends are expecting me to come out tonight. What should I tell them? That my mum is being stupid and not letting me out of the house?" "Priya! That's it! Forget it! You are not leaving this house at all tonight!"

Priya looks shocked. "You can't do that! My friends are waiting for me! Why are you being like this?!" "You can call your friends and let them know that you won't be joining them tonight," said Priya's mother. Priya storms out the bedroom, slamming the door shut behind her.



"Why is my mother acting so crazy? I've been working so hard to do well on my exams and I know I passed them with high marks. She knows all of my friends and approves of them. She didn't seem to mind when I was out until 1:00 AM for Karishma's birthday last month. She needs to calm down!"

The reality is that whenever we get into an argument, it is not always clear who is to blame. Looking at the above situation, can we be absolutely sure about who is right and who is wrong? Probably not, because in most situations it is always a mix. Even if we are only slightly wrong, we should still ask for forgiveness because relationships are more important than our ego.

Imagine you are Priya. What should you do? What would be the best way to handle this situation? Do you need to ask for forgiveness? For what? How should you say it?

*...Be the first to forgive, - To smile and to take the first step,
And you will see happiness bloom, - On the face of your human brother or sister...*

ROBERT MULLER



MAKING THE DECISION TO FORGIVE AND FORGET

You may believe that there are some unforgivable actions or behaviours. It is important to recognize the difference between forgiveness and foolishness. If someone repeatedly and knowingly hurts or mistreats you, then it may not be sensible for you not to keep a relationship with that person any longer. However, for your own peace of mind, to enable yourself to move on, and to stop yourself from living in constant negativity, it is very important to always forgive.

Here are some concrete steps on how to forgive someone.

CONSIDER WHY YOU WANT TO FORGIVE THIS PERSON

- Do you want to resolve your feelings of anger, confusion, or hurt?
- Do you want to relieve yourself of these negative feelings?
- Do you want to move on with your life?

Choose to forgive without expectation of remorse or a change in behaviour from the other person. Do it because it will bring you inner peace.

CHOOSE TO FORGIVE

WHEN IN DOUBT, TAKE YOUR TIME

- Sometimes, it takes a while to untangle all your feelings.
- Ways to figure it out: write about it, talk to a trusted person about it, spend your time focussing on something else and come back to it later. But remember, sooner or later, it is always best to forgive the other person in order to experience closure and peace of mind.

This is perhaps the most important part (and sometimes the most difficult part) of forgiving someone. We must also decide to forget the other person's actions and our hurt, in order to move on with our life.

FORGET



Are you holding onto any grudges?
Do you have any friends or family whose forgiveness you need to ask for?
Is there anyone that you need to forgive?
Take this opportunity to write them a note asking for forgiveness or forgiving them.
Use the steps and tips from the handout to write your note.

To forgive is the highest
Most beautiful form of love
In return you will receive
Untold peace and happiness.

ROBERT MULLER

IPDC Essentials

Forgiveness releases us from our burdens & miseries, secures our good relationships, and helps us find peace.

1. Be Strong, Be Courageous
2. Apologize
3. Don't make excuses
4. Show empathy
5. Try to make things right
6. Ask for their forgiveness

SOFT SKILLS

Stress Management

LESSON 26

Stress is increasingly becoming a bigger problem for Indians. When facing danger, stress allows us to become alert and focused; but too much stress can make us sick - causing headaches, high blood pressure, depression, anxiety and emotional instability.³⁸ Stress itself is not the problem but it is the inability to effectively manage it that can cause us harm. To address stress at its root, we must first understand what stress is.



**9 OUT OF 10
Indians suffer from
STRESS**

Cigna 360 Well Being Survey³⁷

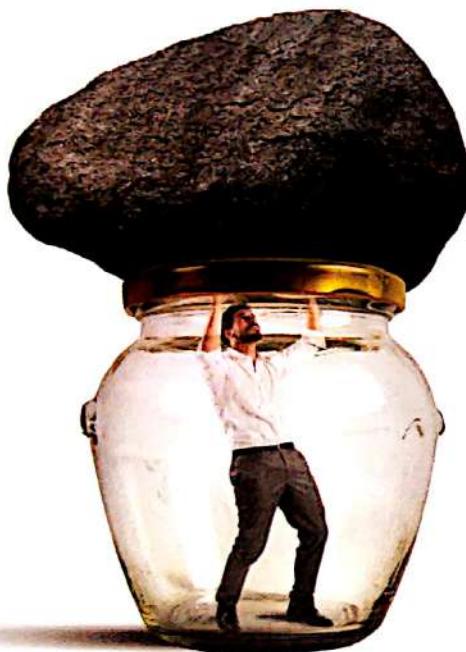
What is Stress?

Stress is a physical reaction to our mental state. When you feel stressed, your body releases stress hormones and raises your blood pressure and heart rate as a biological response to help your body deal with whatever danger or threat your mind perceives. The heart beats faster to pump more blood and glucose is sent to our muscles to fuel the body's "fight or flight" response. While stress kept our early ancestors alive, this state of hyperactivity was only meant to last a brief period of time, until the danger subsided.



In the modern age, our stress is much different. We are less worried about physical danger and more troubled with mental anxiety. Our stress, unlike that of our ancestors, lasts days, months, and even years. But even though our stress is different, our bodies react to it in the same way. So, when this state of hyperactivity lasts a long time, it has a harmful effect.

Throughout life we regularly face highly demanding situations. As a young student we feel the pressure to perform highly in exams. Then as a professional you may face the stress of workplace competition and pressure to work long hours. Financial instability, family disturbance, illness, and other personal issues only add to the stress experienced in day-to-day life. Even in retirement, it is common for parents to worry about the same issues in their children's lives. Our lives can become difficult when we are unable to find a way to cope with this cycle of stress.



Suffocation

Nowhere to turn, all I see is my stress
 Stress from school and life, family is a mess
 Messed around, now the exam's in a day or less
 Less time to relax, this is just life I guess
 Guess all my time goes when I think and obsess
 Obsess over small things, like pawns in chess
 Chess pieces in a box can't find success
 Success is something I can not profess
 Profess I need a break, from the process
 Process day-in-day-out, the small things press
 "Press on" that's all I say, can't find a bless
 Bless the day when I am free from stress

Identify the Causes

Which things cause you stress? List some of the things that cause you the most stress in the space below.

Whereas we may not always be able to prevent all of the things that cause us stress, there are effective ways in which we can manage our stress.

How to Manage Stress

Strong, Supportive Relations

Isolation is a risk factor for depression, whereas maintaining positive relations with family and friends has shown to be very beneficial. Discussing our difficulties with the right person allows for emotional release.

Create time for yourself

Scheduling time for a hobby, taking small vacations, and occasional long breaks are necessary to recover from stress.

Exercise

Exercise produces chemicals in the body that boost your mood and stimulate hormones and neurotransmitters, including endorphins, that can help reduce stress.

Healthy Intake

Maintaining healthy eating habits and avoiding alcohol and addictions is beneficial to our mental and physical well-being.

Yoga, meditation, prayer

Studies show that these habits are useful, "*they have a positive effect on the emotional brain circuits*" says Dr Sternburg (advisor to the World Health Organisation).

Sleep

Maintaining a regular sleep cycle and getting sufficient rest is essential to recharge our mind and body.



Faith

Keeping faith in something greater than ourselves, can reduce loneliness, release tension, create a greater sense of purpose, and increase resilience in difficult circumstances.

These methods are great ways to manage stress. But if we are to implement them into our day-to-day lives, then it is essential that we are able to balance these alongside with our other priorities.

Alien

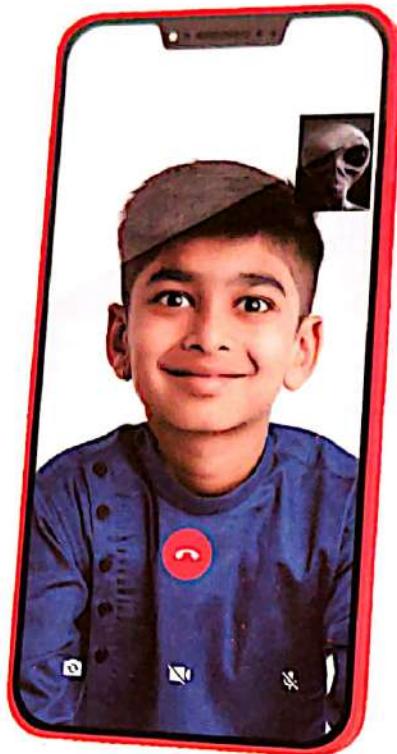
What does everyone do on
Planet Earth?

Alien

Bee-zee? What is that?

Alien

That sounds very stressful.

**Kid**

Eat, talk, and just be busy.

Kid

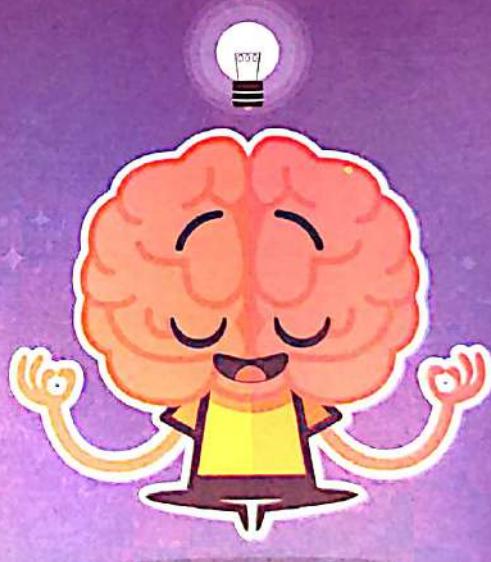
Busy means pretending
everything you do is important
and urgent, and then forgetting
to do what's really important.

Kid

Yeah, it is.

MANAGE YOURSELF

Example: Rohan has final examinations coming up soon. He has six subjects to study. With fifty days left in the semester, Rohan delays, thinking that he will begin and complete studying in the final twenty days of the semester. When that time comes, he puts off studying again, thinking that he can study in the last two weeks of the semester. At this point, he has not even begun to study for a few of his subjects. He again puts off studying, thinking that he will complete his preparation in the days between each exam. But once these days arrive, Rohan begins to feel the stress.



The majority of us have been in this situation, where we create extra stress because of our own behaviour. In the above example, while Rohan surely would have felt at least some stress from having to take exams, the additional stress he felt was because of his own behaviour - his failure to manage his time effectively.

Activity:

As we navigate through each day, organize our tasks according to this simple method. This will help us direct our energy to where it is needed the most.

Think of one main goal that you would like to accomplish within the next few months. Write it down in the space provided.

Now think of the tasks that you need to do over the next week to help you eventually accomplish that goal. Write down those tasks in the table provided.

Also think of all the other tasks you need to do over the next week (they may be unrelated to the goal). Add those tasks into the table. Include things like meeting with friends, sports activities, entertainment, college assignments, tuition, etc.

Include at least a total of 10 tasks, and then rank them according to their urgency and importance.

Tasks	Urgency	Importance
	(Rank each task, with 1 being the highest)	(Rank each task, with 1 being the highest)

Now organize all of those tasks according to the chart below. Feel free to add more if you wish.

Important

Urgent

Not Urgent

1. Important & Urgent: These tasks are problems or crises. They usually require immediate attention. Examples: caring for a sick relative, emergencies, last minute assignments, important deadlines etc.

2. Important but Not Urgent: These tasks are missions, goals and roles that we usually work towards everyday. Examples: long term career goals, continual education, budgeting, professional development, maintaining our relations with people, exercise, meditation, sufficient rest, prayer etc.

Not Important

3. Not Important but Urgent: These often have to be taken care of but will not help us reach our goals. Examples: unimportant calls, emails, social obligations, phone or computer usage etc.

4. Not Important & Not Urgent: These tasks take up our time but do not give much in return. Examples: unnecessary calls, timewasters, mindless web browsing, social media scrolling etc.

Now that you have organized your tasks, look at the grid below. The grid will suggest how you should prioritise the tasks you organised in the previous chart. Compare the chart and the grid and use them to effectively focus your energy and time where it is needed most.

1. Manage

Urgent & Important

Ensure there is buffer time to take on crises as they emerge.

2. Focus

Important but Not Urgent

Do not neglect these tasks. Ensure enough time is dedicated to these.

3. Use Caution

Urgent but Not Important

Ensure these are handled but not prioritized over the important tasks.

4. Avoid

Not Urgent & Not Important

Do not let these tasks overtake the important tasks.

"The key is not to prioritize your schedule, but to schedule your priorities"

Stephen Covey



Use this process to schedule your priorities over the next week. Write your progress in the space below. Every week repeat this technique and make adjustments according to your changing needs and experience.

IPDC Essentials

Manage your stress by managing yourself. Schedule your time and energy around the most important tasks, and leave buffer space for emergencies. Regularly use the chart to help prioritize your tasks.

REMAKING YOURSELF

BETTER *Health* BETTER *future*



Gautam Buddha said,

"To keep the body in good health is a duty. Otherwise, we shall not be able to keep the mind strong and clear."

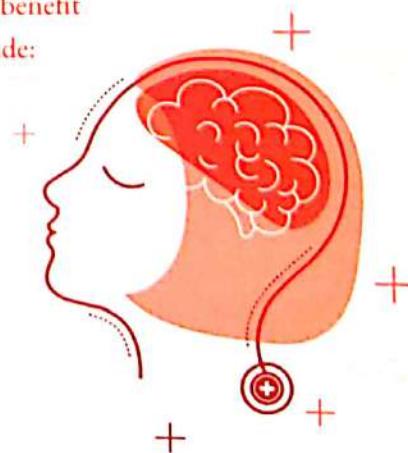
Throughout this course, we have been focusing on improving ourselves from within. For example, we have talked about how to cope with stress, how to manage our time and work more efficiently, and how to develop self-confidence through positive thinking. While self-improvement involves mental exercise and discipline, keeping our bodies healthy is also a crucial part of maintaining mental strength.

The mental health benefits of physical exercise and fitness is something that is often overlooked. We often associate exercise and diet with only the physical benefits, such as weight loss, increased muscle mass, and improved cardiovascular health.

Therefore, you may neglect taking care of your physical health because you are still young and probably in relatively good health.

But it is important to develop good habits now because poor physical and mental health will catch up to you. And if you start exercising and eating healthy now, you will benefit now and in the future. Some mental health benefits from physical exercise¹⁹ include:

- Reduced stress
- Positive mood
- Self-confidence
- Prevention of cognitive decline, like Alzheimer's
- Improved brainpower
- Sharpened memory
- Increased productivity
- Better creativity



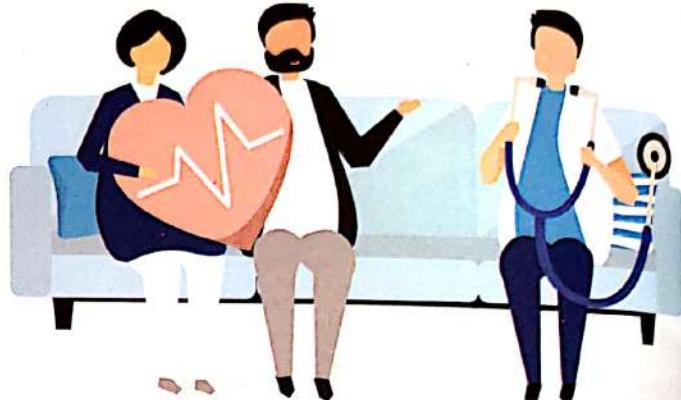
When we are sick or injured, we go to the doctor. If the doctor prescribes medicine to help us get better, we follow our doctor's advice and take the medication. If we are injured and the doctor says surgery is needed, we would follow this advice without hesitation. But when our doctors advise us to exercise and follow a healthy diet, we fail to follow that advice and instead make excuses.

Spend a few minutes reflecting on the excuses you make for neglecting your physical health. Also, think about the real reasons why you fail to take care of yourself. Is it laziness? Poor time management? Note down your reasons below and then share it with your class.

Yeah, but, right now,
I am young, and this
is my time to enjoy
life. If I don't eat
junk food right now,
then when?

I don't have time
for exercise and
diet and all those
silly matters.
Sorry Doc.

You need to take
better care of
yourself with
exercise and a
balanced diet.



In this worksheet, we will look at three ways in which we can maintain our good health:

1. Exercise

2. Diet

3. Sleep

EXERCISE

The most common excuse for not exercising is lack of time. As young adults, we lead busy lives. We must balance schoolwork, family, and social lives. But do you truly lack the time to take care of yourself? Take, for example, the following individuals who lead very busy lives, yet make time for regular exercise



Rashesh Shah Chairman & CEO of the Edelweiss Group

Rashesh is a regular tennis player, swimmer and runner. He goes running 4 times a week and swims 3 times a week. He has completed more than 8 half-marathons and as well as the full Amsterdam marathon which is an impressive 42.195 km.



Narendra Modi Prime Minister of India

Narendra Modi rises well before 5:00 a.m. and performs suryanamaskar followed by pranayama and yoga. Afterwards, he sits for meditation. No matter where he is, he religiously follows his yoga and meditation session.



Akshay Kumar Bollywood actor

Akshay wakes up at 4:30 a.m. for an hour-long walk on the beach, followed by one hour of martial arts. He performs stretching exercises along with yoga, meditation for one hour, and swimming. Apart from this he also play basketball and goes trekking.



Check out what Akshay Kumar has to say about exercise and diet:



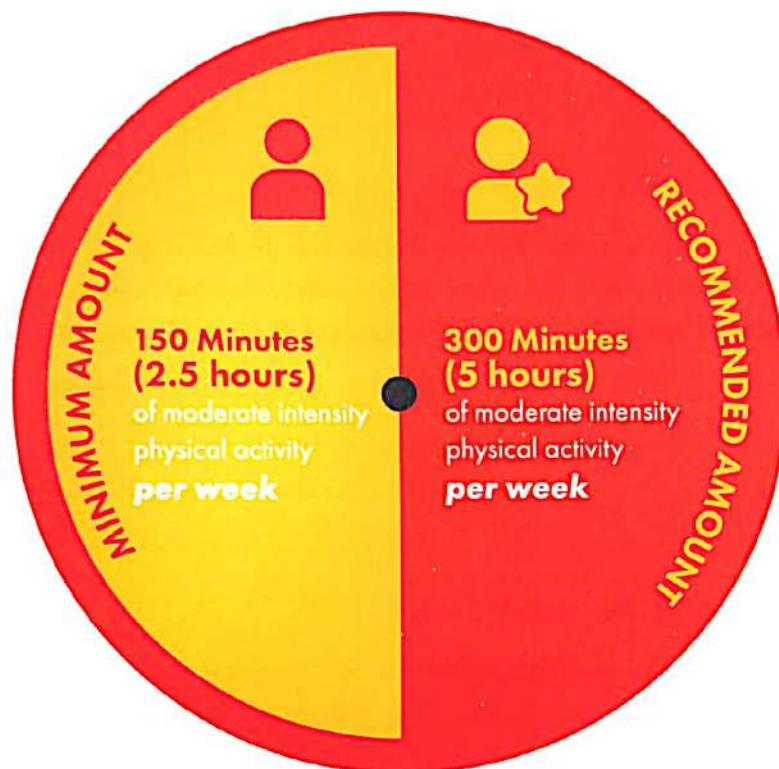
Suneeta Reddy Fortune India's 3rd most powerful woman, Managing Director of Asia's foremost healthcare provider⁴⁰

"I have been working out for more than 10 years now. I love working out and hitting the gym every day, so my daily fitness routine is not a chore for me, it's my lifestyle. It's not just about looking and feeling good, it's about keeping yourself fit to function properly in your everyday life...I work out for about an hour every day. I do a little bit of cardio to get started — either running on the treadmill or the Stairmaster. I strength train three times a week and do yoga the other three days."⁴¹



The hardest part about exercising is not performing the exercise itself. The hardest part is getting started in the first place and staying consistent in your exercise regimen. Luckily, in this technological age, there is an **app for everything**, including **apps to help you stick to your exercise regimen**. Other strategies for staying consistent include **starting small** and working your way to progressively more difficult exercises and **forming a group with your friends** to motivate each other to stick to exercise routines.

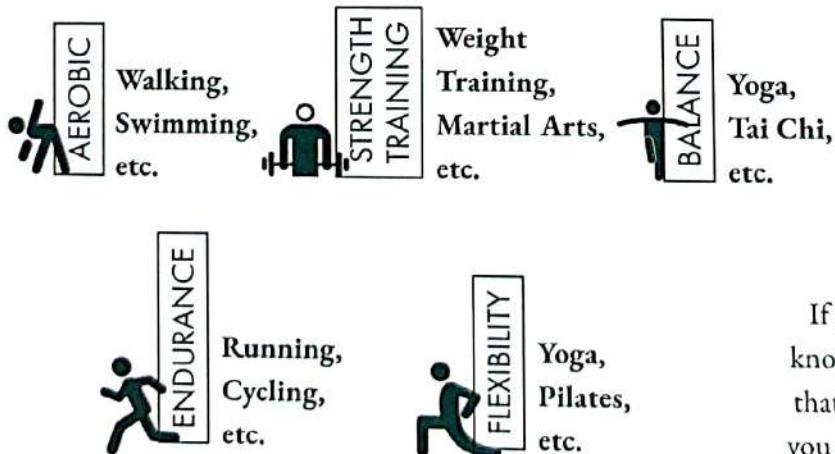
HOW MUCH SHOULD I EXERCISE?



If you do not currently do any form of exercise, start slowly and gradually build up to the recommended amount.



Moderate intensity exercise is any activity that increases your breathing rate slightly and makes you a bit warmer and your heart beat slightly faster.¹²



If you are ready to begin exercising but don't know where to start, then here is some guidance that can help you get started. Before you begin, you should talk to your doctor or a trainer about what exercise plan is best for you.

Quick Tips:

Schedule time specific for exercise | Set reasonable goals | Be sure to stretch before any strenuous activity | Warm up before, and cool down after | Pace yourself | Stay hydrated | It is normal to feel sore when starting a new exercise schedule | But if you experience pain, stop and seek medical attention | Ask family or friends to join you | Reward yourself once you reach your targets with non-food related prizes.

A typical schedule of a moderately active youth will look something like this:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
MORNING Running, Yoga	Running	Running, Yoga	Running	Running, Yoga	Running	Running
Evening Gym with strength training	Gym with strength training	Gym with strength training			Sports	Gym with strength training



Diet

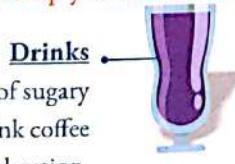


"The doctor of the future will give no medicine, but will instruct his patients in care of the human frame, in diet, and in the cause and prevention of disease."

Thomas Edison

Diet plays a huge role in physical fitness. Our food choices affect not only how we feel today, but how we will feel in the future. Proper diet and exercise can help you maintain a healthy weight and even reduce the risk of diseases.⁴³ For example, the United States is currently facing an obesity epidemic. The U.S. Department of Health & Human Services attributes this to unhealthy eating habits. Because even people at a healthy weight can suffer from health issues due to poor diet, including heart disease, hypertension, type 2 diabetes, osteoporosis, and cancer.⁴⁴

In short, making adjustments to your diet is an easy way to positively impact your health in a big way. These days, there is a wide range of diet plans to choose from, each with its own theory of why it is the best diet: intermittent fasting, low-carb diets, low-fat diets, high-protein diets, ketogenic diet, etc. But the nutrition experts at the Harvard School of Public Health recommend a portioned plate as a guide for making a healthy nutritious balanced meal.⁴⁵ This is to help create the right mix to help your health now and in the future.



Drinks
Limit the amount of sugary drinks and dairy. Drink coffee and tea in moderation.



Try to make half the grains come from whole grains (such as brown rice) as opposed to refined grains.

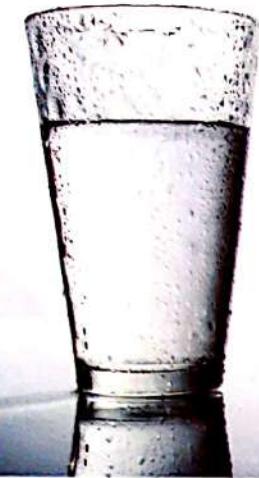
Healthy Protein
Focus your protein intake around beans, lentils, cheeses, and nuts.



Healthy Oils
Use healthy oils (like olive, canola, sunflower, peanut) and limit the amount of butter intake.

Fruits & Vegetables

About half of your plate should be fruits and vegetables. Try to vary the types of fruits and vegetables you intake. Potatoes don't count.



You should make sure to drink plenty of water. Research shows that on average, we need to drink around 3-4 liters of water per day. For more information, check out the following article by Mayo Clinic -



If it all seems too much to track, use apps like MyFitnessPal, to track what types of food and the quantity you intake as well as your water intake. Apps are beneficial as they are able to track our food over time and generate reports, so we can see where we need to improve.



sleep



As busy college students, we often sacrifice sleep. Whether it is to make more time for studying, or because we were out late with friends, we neglect the need for quality sleep. But just like exercise and diet, sleep plays a huge role in our overall health.

For example, when you are sleeping, your brain is forming new pathways to help you learn and remember information, and your body is healing and repairing itself.⁴⁶ According to the U.S. National Institute of Health, sleep deficiency is associated with increased risk of heart disease, kidney disease, high blood pressure, diabetes, stroke, and obesity.⁴⁷

In short, getting enough quality sleep can help protect your mental health, physical health, quality of life, and safety. Most professionals recommend getting 7-8 hours of sleep per day. Here are some tips to help you improve your sleep habits:

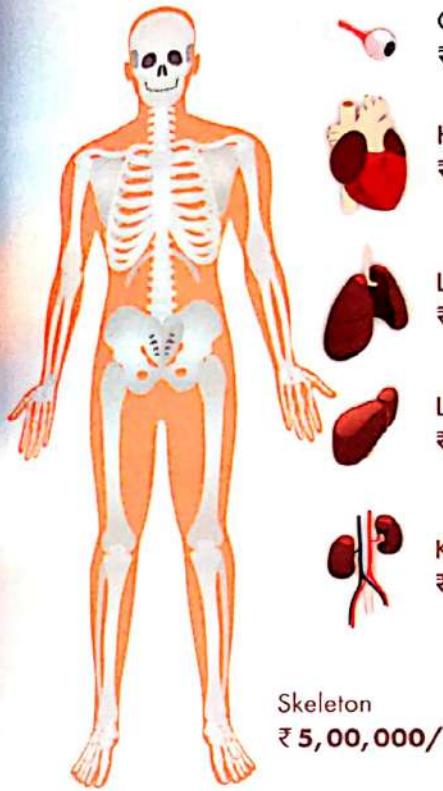
- Go to bed and wake up at the same time every day.
- Try to keep the same sleep schedule on weeknights and weekends. Limit the difference to no more than about an hour.

Staying up late and sleeping in late on weekends can disrupt your body clock's sleep-wake rhythm.

- Use the hour before bed for quiet time. Avoid strenuous exercise and bright artificial light, such as from a mobile, TV or computer screen. The light may signal the brain that it's time to be awake.
- Avoid heavy and/or large meals within a couple hours of bedtime.
- Avoid nicotine (for example, cigarettes) and caffeine (including caffeinated soda, coffee, tea, and chocolate).
- Spend time outside every day and be physically active.
- Keep your bedroom quiet, cool, and dark.

For more information about healthy sleep habits, visit the U.S National Heart, Lung, and Blood Institute's "Guide to Healthy Sleep"





CONCLUSION

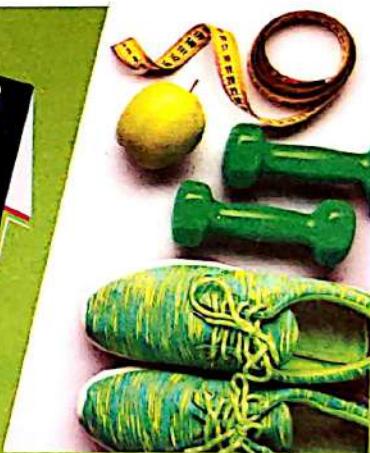
Think about the last time you purchased something really expensive, like a brand-new smart phone. Think about how much care you put into maintaining your new investment. You put a strong case on your phone to prevent scratches and dents, you don't let anyone else use it, and you make sure not to drop or throw it.

While human life and the human body is invaluable, for the purposes of our discussion, let's try to put a numerical value on how much our body parts are worth. If we think it as a marketable item, then human body can be valued at more than 700 lakh rupees.⁴⁸ Yet, we fail to care for it in the way we care for material goods that we purchase.

We must make our physical health a priority. While this is a lifelong journey, all we need to do is plan our goals, anticipate our obstacles, and think about how we will overcome our obstacles.

Throughout this course we have learnt about many different skills that develop our intelligence, emotional and spiritual quotient. But keeping physically fit and healthy is just as essential too because without this we cannot reach our full inner potential.

IPDC challenges you to improve your physical quotient. Fill out the following chart as a basic guide to help you identify your goals and how you will achieve them. Follow your targets strictly and in just one week you will start to notice the benefits. With time you may need to adjust your targets depending on your needs, preference and experience.



How I will Overcome the Obstacles

	Goal	Obstacles	How I will Overcome the Obstacles
Exercise			

How I will Overcome the Obstacles

	Goal	Obstacles	How I will Overcome the Obstacles
Diet			
Sleep			

IPDC Essentials

A healthy body prevents disease and stress; increases positivity, productivity and brainpower.

Exercise – 5 hours a week.

Diet – Eat healthy nutritious balanced meals.

Sleep – Maintain the same sleep schedule with 7-8 hours per night.

LEARNING FROM LEGENDS

LESSON 28

Words of Wisdom



Professor Dashrath Patel, a distinguished personality in the field of architecture, starts every year at the National Institute of Design with the following statement: *"This is my 30th year in this field. If you choose to do what I say then this is your 31st year in this field; and if you choose to do what you wish then this is your first day."*

From this, we can see that learning from those that have attained expertise in their fields can give us the advantage to go further and reach new heights. So today, we will watch a panel discussion of professionals in various fields, who will be answering a few questions submitted to them by the students in this course.

Be sure to use the space given below to write points from all of the questions, so this can serve as a source of inspiration for us.

If I have seen further, it is by standing upon the shoulders of giants.

Isaac Newton in a letter to Robert Hooke



Handwriting practice lines for the entire page.

Handwriting practice lines for the quote.

"A SINGLE CONVERSATION ACROSS THE TABLE WITH A WISE MAN IS BETTER THAN TEN YEARS
MERE STUDY OF BOOKS."

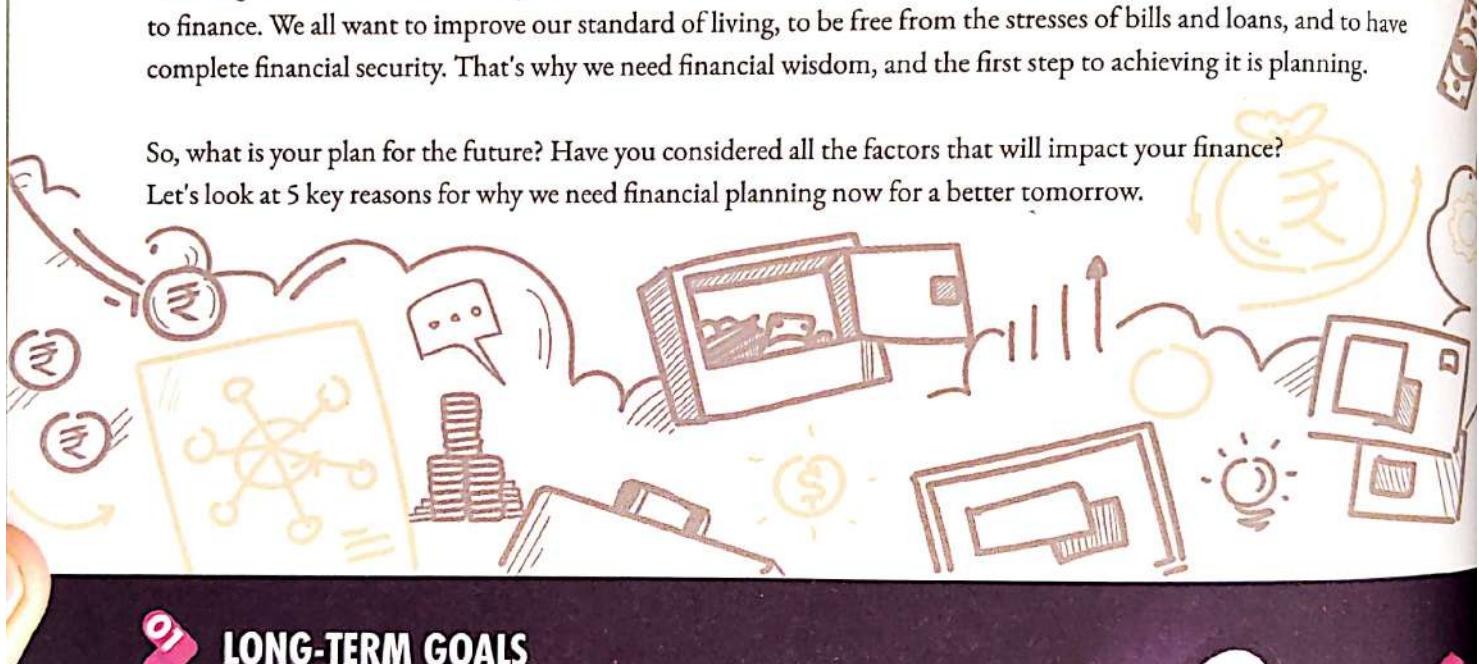
Henry Longfellow,
American Poet and Educator

SOFT SKILLS

FINANCIAL PLANNING

Planning is essential to achieve big. This is true in all aspects of our life, but this is particularly important when it comes to finance. We all want to improve our standard of living, to be free from the stresses of bills and loans, and to have complete financial security. That's why we need financial wisdom, and the first step to achieving it is planning.

So, what is your plan for the future? Have you considered all the factors that will impact your finance? Let's look at 5 key reasons for why we need financial planning now for a better tomorrow.

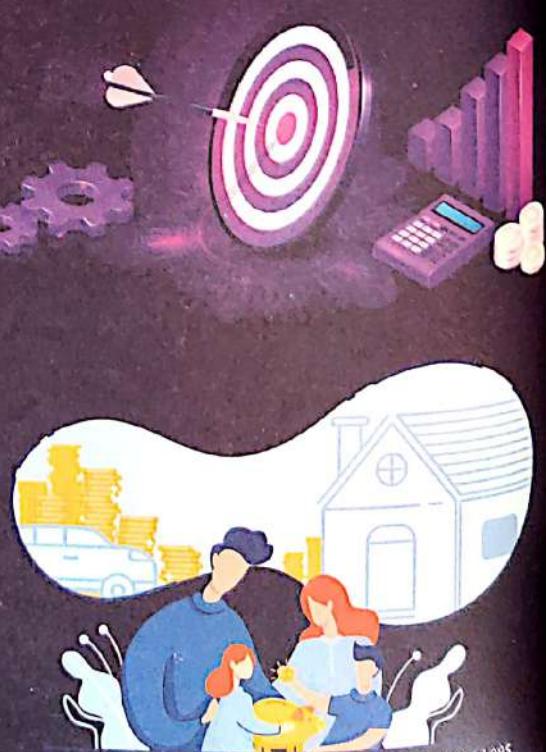


LONG-TERM GOALS

Life consists of very important goals. Be it the purchasing of your first car, your own house, or saving for your children's education or their marriage. In your mind, you probably have a figure about much you would want to spend on your marriage. But at some point, you are going to have to save that same amount for your children. Financial planning helps you achieve these goals. It is better to plan early, because investing your money now will make it easier to achieve such long-term goals.

DREAMS

Financial planning is a step towards achieving your big dreams. It might be to move abroad, purchase your own house, or to go on your dream vacation. Financial planning can fulfill your dreams while still taking care of your responsibilities.



03 EMERGENCIES

Throughout life, we are bound to face some unexpected expenses. It could be a job loss, major home repairs, medical emergencies or even a lockdown. If we are not prepared for these emergencies, then this could cause a big disaster in our life. Good financial planning prepares us for such situations while making sure it doesn't affect our primary goals.



04 INFLATION

Inflation is defined as the general increase in prices and fall in the purchasing value of money. For us, this means we can buy fewer things for the same amount of money. In Delhi, 1989, the cost of a litre of diesel was an average of 3.5 rupees⁴⁹, but at the start of 2020 it was 67.96 rupees⁵⁰ – that's a huge 1942% increase in price. Inflation is caused by several economic factors and nearly all of them are out of our control. In the future, the value of our money (or purchasing power) will continue to decrease. Financial planning will allow us to take into consideration inflation and ensure we're able to accurately save money to achieve our goals and dreams.



05 RETIREMENT

One of your family objectives should be to prepare for a comfortable retirement. If we start investing our money early, then in the long term we can benefit from the compound interest of our savings.

Financial planning helps you create a sufficient collection for retirement, at a time when expenses continue but income starts to diminish. Therefore, it is advisable to plan for your retirement as part of your long-term goals.



How has financial planning benefited you or your family? Write your answer below.

(Not sure? Then ask your parents when you get home.)

E.g. When my mother had a medical emergency, her medical insurance paid for her treatment.

"Compound interest is the eighth wonder of the world. He who understands it, earns it ... he who doesn't, pays it."

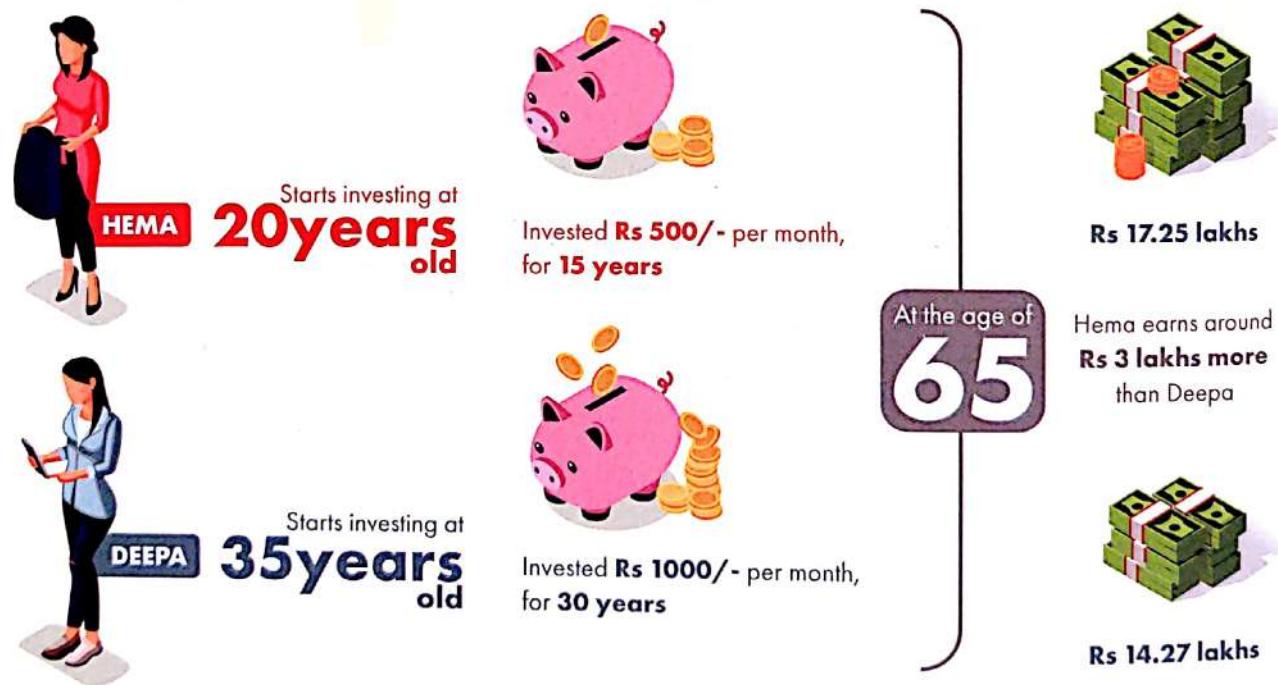
Albert Einstein



THE IMPORTANCE OF SAVING EARLY

When we save our money early and use compound interest, then we can automatically increase our funds. Compound interest means we can earn interest on whatever you deposit, and then we continue to earn interest on that interest. All we need to do is put aside a small amount of our earnings every month. But the key is to start saving early.⁵⁰ Study the example below:

Hema and Deepa have both graduated from college and have started their careers. Both intend on saving some money for retirement. But Deepa doesn't see the need to start saving now. She would rather just spend all her money now and save later. She waits until the age of 35 to start investing. Whereas, Hema understands the power of compounding. So, she only invests a small amount, but she starts early. Both use the same savings scheme which earns the compound interest of 8%, yearly. But the crucial difference is in when they decided to start saving. Have a look below.



Hema invested less money, for a lesser amount of time, and yet she still collected more money than Deepa. How? Because she started early.



**SAVE
EARLY**



**BUILD
REGULARLY**



**MAXIMIZE
COMPOUND INTEREST**



When we look towards our future, we know that there are certain things that we need to live a comfortable life. A job because it allows us to earn money. A house because we need somewhere comfortable to live with our family. A car or bike because we need a means to travel. Whether it is such basic needs or perhaps more expensive luxuries, we require a financial goal to achieve them. By setting financial goals, we can decrease our unnecessary expenditures and focus on saving money so that we can attain our goals in the shortest amount of time.

In the Goals Chart below, write down some of your financial goals. Decide whether they are short, medium, or long-term goals. Then estimate how much you think it would cost.

- Short-term goals** should take one year or less to achieve. Examples include buying a new computer or a new mobile.
- Mid-term goals** can't be achieved straight away but should only take a few years to achieve. This could be purchasing a car or travelling abroad.
- Long-term goals** may take several years to accomplish. They may include paying back student loans or buying a home.

Financial Goal	Short/Mid/Long Term	Estimated Cost
Example: Buy a Smartphone	Short Term	It costs Rs 12,000/- for the phone I want.

To achieve our goals, it will require us to save money on a regular basis. Right now, you may not be earning a salary, but it is likely that you receive pocket money. Calculate how much you must save every month to achieve your short-term goal.

Example

Pocket Money: Rs 2000 per month
Target: To buy the Rs 12,000 phone in one year
Calculation: $\text{Rs } 12,000 / 12 \text{ months} = \text{Rs } 1000 \text{ per month}$

Therefore, if I save half of my pocket money (Rs 1000) every month, then I can buy the phone I want in one year's time.

My Calculation

This was a simple task, but it is an important habit to develop now. Because as we set out to reach our bigger financial goals, the planning will become more complex and difficult, so it will require strong discipline to regularly save and achieve those goals. Once we start earning a salary, there are two important short-term goals to set. These two goals are to set a budget and to start an emergency fund. To prepare for this time, we need to learn to use these financial techniques now.



BUDGETING

Even though we are earning an income, but we do have outgoings. Our costs can be split into four categories. Look at the chart below and see the examples. Once you understand the difference between the categories, fill them in the categories with your current monthly costs. E.g. Tuition fees, Rs 6000 per month.



EMERGENCY FUND

An emergency fund protects us against life's unexpected expenses such as a job loss, surprise medical emergencies, major home repairs or even a lockdown. It can make the difference between a small disturbance in your financial life and a complete disaster in your entire life. As soon as we start earning a salary, we should make preparing our emergency fund a priority. An emergency fund should be 3 months of your basic expenses, if you have a salaried position and have secure employment. Or 6 months, if you have less stable employment or earn variable incomes.³¹ An emergency fund should be collected after earning a salary, but we can practice this method by looking at our current costs. Follow the method below:

Refer back to the previous chart, **MY MONTHLY BUDGET**

Add up the total of box 1 (**Fixed-Mandatory Costs**) and write the figure here:



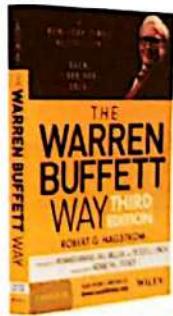
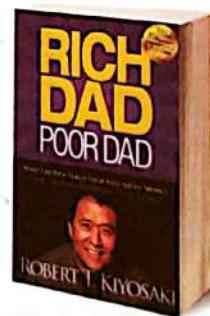
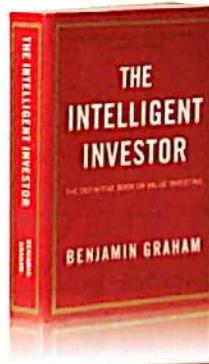
Add up the total of box 3 (**Variable-Mandatory Costs**) and write the figure here:

Now add up the total values of box 1 and box 3, to calculate your basic expenses per month:

Now multiply this figure by 6, to calculate your 6-month emergency fund:

These simple techniques create the foundation of our financial planning. Now that we understand them, we should make sure that we don't forget them. These techniques are important to practice now so that we can become fully prepared to become financially independent.

Recommended list of books for personal financial management and investing.



IPDC Essentials

Financial planning allows us to achieve our long-term goals, while meeting our daily needs.

Important components of financial planning:

- Save early and use compound interest
- Set your goals and dreams, and then create a plan to achieve them
- Calculate your budget and review it regularly
- Prepare an emergency fund

REMAKING YOURSELF

impact of COMPANY!



WHEN YOU ASK GOD FOR A GIFT,
BE THANKFUL THAT HE SENDS,
NOT DIAMONDS, PEARLS, OR RICHES,
BUT THE LOVE OF A REAL, TRUE FRIEND.

Helen Steiner Rice



The Importance of #FRIENDSHIP

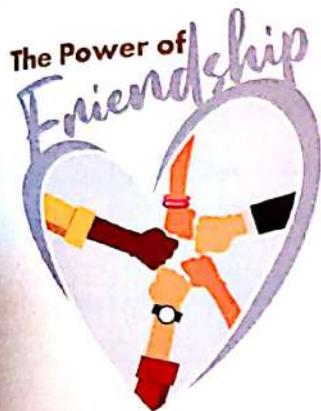
Write a personal experience that shows one of these qualities.

Friends are an essential part of our lives. Because friends...
(Add your own points to the list below)

- Offer support
- Impart guidance
- Make us smile
- _____
- _____
- _____
- _____
- _____
- _____

"A true friend is he who tells us that which is of benefit to us, even if it may appear to hurt"⁵²

Bhagwan Swaminarayan



The influence of friends even rises beyond physical interaction. In 2008, researchers performed a simple experiment.⁵³ The researchers told some participants to stand in front of a particularly high mountain. Some people stood alone and some stood in groups with their friends. All of them were asked one question. *"Will you be able to climb that mountain?"* The responses varied.

The people who stood alone thought of it as a nearly impossible task and said they could not do it. The people who stood in groups with their friends thought it would be very easy to climb the mountain together.

Then, the people who stood alone were told to imagine that their friends were with them. Then they were asked again, *"Do you think you can climb the mountain?"*

Surprisingly, they changed their answer to – *"Yes!"*

This research study proved that –

Just the memory of our friends can transform our...
Fear into courage
Hesitation into excitement
Anxiety into relief

Friends make problems as big as the Himalayas seem like a small mound of sand. Just the memory of our friends can give us the positive support to achieve more. Each moment spent with them is memorable and these memories can make us happy, instantly.

Think of a memorable experience with your friends which has had a transformational impact. Write one incident below and share it with class.

Good friends can have a positive impact on our lives, but at the same time we should always be aware about whose company we keep, because the impact of company is very powerful - it can make you or break you.



MAKE & BREAK you



'We are shaped and fashioned by what we love'

Johann Wolfgang von Goethe

Our relationships influence our decisions, inspire our actions, shape our character and ultimately build our future. Our company can have either a positive or negative influence on our lives. Let's see the impact of company by exploring two real life incidents of

- (1) Srinivas Ramanujan and
- (2) Mangesh Maskar.

(1) Srinivas Ramanujan

Back in 1913, Srinivas Ramanujan was desperate to gain recognition from leading mathematicians, especially in England. So he dispatched a letter to Professor Hardy in Cambridge. At that time they didn't realize that this letter would be life-changing for the both of them.

Hardy found Ramanujan to be exceptional and his work to be scholarly, but lacking the basic tools of trade in a professional mathematician. The exchange of a flurry of letters started between the two geniuses until Hardy invited the young man to Cambridge to build a solid foundation in mathematics.

In those times, Ramanujan faced prejudice for being an Indian so he couldn't jump up, even when chances presented themselves to him. But Hardy was determined and went on to mentor him as a friend, and did so fearlessly.



To quote Hardy: "*He was a man who could work out modular equations, theorems of complex multiplication... whose mastery on continued fractions was beyond that of any mathematician in the world. There were things that I had to teach him and, in a measure, I succeeded, though I obviously learnt from him, much more than he learnt from me.*"

Due to Hardy's efforts behind him, and all his help, Srinivas Ramanujan came to be described as one of the greatest mathematician in history!

Such friends build us and our image in the society. Their guidance, helpful advice and support leads us to a brighter future. Similar to what Professor Hardy did for Ramanujan.

Who was Ramanujan? How did Hardy play a pivotal role in the Ramanujan's life? Elaborate your answer with the help of the story. _____

(I) MANGESH MASKAR

Mangesh Maskar lived in the slums of Jogeshwari, Mumbai. His family was so poor that they didn't even have enough lights at home so he used to go out on the road and study under the streetlights.

In 1988, Mangesh broke Maharashtra's 40 year old record and went on to score 97% in the 10th standard's board exams! The government was so impressed at his performance that he was rewarded with a big flat, a car and even a scholarship. He was honoured wherever he went.

But when he entered college, he befriended some people who later proved out to be fatal, ruining his career. They would take him out to parties and encourage him to indulge him in various types of bad activities. This resulted in a downward spiral of his life. He ended up failing 3 subjects in his 12th standard exams!

This is the effect of bad company. They can ruin your present and your future. This is why it is important to avoid those who have a negative impact on our lives.

Why was the government impressed? What was the reason for Mangesh's downfall? _____



We know the importance and the need for good friendships. But how can we further develop a good friendship into a great friendship?

A great friendship is where the virtues of our friends make us a better person. There is no kind of character destruction involved. Great friendships motivate us to climb up the ladder of success.

Write the name of two close friends along with a good quality that they possess. Then try to imbibe each of those qualities by learning that particular quality from your friend.

E.g. Dhaval works really hard to score great marks in his mathematics class. Let me study with him and ask him for advice on how I can improve in this subject.

1. _____

2. _____





Everything we are exposed to has an impact on us – what we see, hear, read, think etc. Therefore it is crucial to be continuously be exposed to a good environment. As we have learnt, keeping good company is a great way to create a good environment, but there are other ways too, those of which are displayed below.

1. Watch Good Shows

Many people spend a lot of time in watching shows just for the entertainment value. But there are many others shows that we can watch instead that can be beneficial for our academic and personal development.

For example TED Talks, Great Big Story, National Geographic, Discovery, Modern Marvels etc.



2. Read Good Books

In modern times many youths prefer to watch videos instead of reading books, but reading can develop our mind in a way that videos cannot. Reading good books increases our knowledge, develops our imagination, improves our concentration and helps us grow emotionally, mentally and psychologically. Examples of good books include:



- o The Willpower Instinct: How Self-Control Works, Why It Matters, and What You Can Do to Get More of It, by Kelly McGonigal
- o The Happiness Equation, by Neil Pasricha
- o Transcendence, by A.P.J Abdul Kalam

Write some examples of good books that you have read. Then share it with the class and prepare a reading list.



Take a look at
which books
Bill Gates
recommends.

3. Have Positive Thoughts

Thinking positively can change our environment. Positive thoughts can motivate us, make us feel happier, make us more active, and can even make the people around us feel more positive.

"Positive thinking is more than just a tagline. It changes the way we behave. And I firmly believe that when I am positive, it not only makes me better, but it also makes those around me better."

Harvey Mackay (7-time bestselling author)



IPDC Essentials

Our friends play an essential part of our lives.

The type of company that we keep, has a crucial role in determining who we are and who we will become.

A great friendship is where the virtues of our friends make us a better person.

We have the ability to create a positive environment around us.