

**STRATEGY #4: DEVELOP AN E-PPRECIATION RITUAL**

Even if you're just a little techno-savvy, you know how to send text messages and e-mails, right?

**CHALLENGE:**

- Make a point before you start or end your day to send one brief note of praise, acknowledgement or admiration to someone you work or regularly interact with, or are socially connected to in some way:
  - “Thanks so much for your help today, Tom”
  - “Mary, Nice job on the project.”
  - “Hi Manuel, Congratulations on your good news!”
  - “You’re a real asset to the team, Bill”
  - “Haven’t seen you for a while, Amy. Been thinking about you. 😊”
- Be sure to use their name or title as appropriate.
- Also, don’t underestimate the power of a brief handwritten card or “sticky note”. Some consider this even more personal, leading to greater positive impact.

Develop your E-P ritual over a the course of 21-30 days, and it may become one of your most beneficial habits!

**“E-ppreciation” Log**

Send a brief note of praise, acknowledgement or admiration to someone you work or regularly interact with, or are socially connected to in some way:

| Day | Name | E-ppreciation Topic | Date Sent |
|-----|------|---------------------|-----------|
| 1   |      |                     |           |
| 2   |      |                     |           |
| 3   |      |                     |           |
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| 19  |      |                     |           |
| 20  |      |                     |           |
| 21  |      |                     |           |