
How To Set Up

YOU HQ

Mel Morris Jones



5 simple techniques to help
YOU feel happier TODAY!



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[Click here to download the accompanying journal prompt sheets](#)



Our lives are so busy that it's very easy to lurch from one week to the next, lost in the mundanity of routine and living a life that's perfectly ok. Except it is **just** ok.

There's so much more to life than *just ok* though, and on the rare occasions when you do pause for a moment, I bet you feel sure that there must be more out there somewhere if only you knew how to find it.

If you've found yourself stuck in a mediocre ok world, then this is for you.

How To Set Up You HQ is all about showing you how to raise your baseline happiness levels, your happy mood control room if you like. It's how to build the foundation for a life of **more**. It's how you can become more of a glass half full person and less of a glass half empty person. When you're in a positive frame of mind you are much more likely to say "Yes!" to any opportunities and possibilities that come your way which, in turn, help you to feel more fulfilled. **Life is just more juicy!**

What many people don't realise is that happiness is a choice, and it's a choice that you are free to make, any time. It's doesn't depend on acquiring more stuff or achieving more it depends on how you choose to respond to whatever might be going on in your life. If you know how to change your response to a positive one this will put you in a real position of strength... a position from where you can see other options, satisfaction and fulfilment... **and the pathway there.**

To accompany this ebook there is also a set of **How To Set Up You HQ** journal prompt sheets which you can download from the link on page 1 if you haven't already done so.

Journaling is something I've found to be really useful and I really encourage you to use the prompt sheets. The act of writing out your feelings helps to consolidate them and putting them into words on a page makes you consider them more deeply. I also find that if you just let your pen go and don't censor what you're writing it tends to quieten the negative voice in your head and you'll come up with answers and solutions that you didn't realise you had.

So, here are five techniques to put **YOU** in control of your happiness. Take your time with them and let each one settle in before moving on to the next. And don't forget to have fun in the process!

1. Find joy in the small things

This is so ridiculously simple and yet so effective. It costs nothing and takes seconds. I came up with this when I was at a particularly low point in my life, desperate for change and longing for some freedom and big skies. The changes I desired were *big* and required a lot of time, energy and effort – not something that could be accomplished quickly. **I decided that I was going to make a point of focusing on small things, regularly, every day and wonder at them.**

If you're feeling hemmed in and suffocated by routine, doing the same thing day in, day out, it can make your world feel quite small. But, if you pause briefly to really focus on small things and notice all the tiny details... it creates space and your world expands.

Use all your senses for this. For example, really listen to that particular bit of birdsong. Close your eyes and really savour the taste of that first sip of tea or coffee in the morning. Be in awe at how soft your baby's hair is. Go outside after it's been raining and really smell all the different smells of your neighbourhood. Notice just how green a brand new leaf is as it's unfurling. If you close your eyes it heightens all your other senses and helps you to focus.

The more you can do this the bigger and more amazing your world will seem. There is joy *just waiting* to be discovered in your day to day life. The trick, of course, is remembering to do it! The easiest way is to set a timer on your phone to go off every couple of hours and when it does, just pause, briefly, and marvel at something small. Like anything, the more you do it the easier it becomes and before long you won't need to be reminded, it'll just be second nature.

This is a great thing to do with kids because they have a different perspective on the world than we do as adults so they will notice different things. Be enthralled together.

Use the journal prompt sheets to write down what you noticed today. What attracted you to it? Why did you notice it? Make your language as colourful and descriptive as you can. Notice how it makes you feel and how it lifts your mood.

Give it a try!

2. Count your blessings

If there's something in your life that's been niggling at you and making you feel dissatisfied it's really easy to focus only on that. It can take on larger than life proportions and blot out all the good stuff. There **is** good stuff in your life, and plenty of it, it's just harder to see underneath that shadow.

But you know what? You have the power to get your head out from under that cloud and back out into the sunshine for a while whenever you like.

Today, I want you to notice the good stuff.

What have you got to be grateful for? Think of one thing to start with, however small it might be, and focus on it. Really *feel* the gratitude and consider what your life would be like without it.

A wonderful habit to get into is to take just a few minutes when you wake up in the morning and come up with three things you're grateful for and why. Write them down if possible. They can be big things, like the fact that you have amazing children in your life, or something really quite small, like the fact that you have an electric kettle so you can make coffee quickly. Whatever it is focus on it and tune in to that gratitude.

Then, at the end of the day, when you go to bed, think back over your day and pick out the best thing that happened and feel grateful for it. Again, write it down if possible and include why you feel so grateful.

This is another technique that is brilliant for kids – when you put them to bed just ask them what was the best thing that happened to them that day and why they're thankful for it.

Gratitude is such a powerful emotion. It's one of the most effective ways to get yourself into a more positive frame of mind.

Use the journal prompt sheets or a notebook to jot down your three things to be grateful for every morning and you'll soon have a collection of sunbeams you can dip into to brighten even the darkest of days.

3. Celebrate YOU

This is something we're all so *bad* at aren't we?! Self-criticism is just so much easier. If I was to ask you to write down 10 things that you'd like to change about yourself I bet you'd have the task done in 30 seconds without having to think about it. A litany of toos... too fat; too thin; too short; too tall; too lumpy; too bumpy; too anything and everything!

Tune in to that inner voice for a minute. Listen to what you're saying to yourself.

Consider this. If you had a friend who criticised you the same way you criticise yourself, someone who spoke to you in that same tone of voice... *how long would you allow that person to remain your friend?* Chances are you'd get pretty defensive pretty quickly and start hanging out with someone who had your back a bit more, someone who was more supportive. Right?

It's time to start being that person for yourself.

So embrace yourself the way you are, now. Ditch the "I'm too [insert negative adjective here]" and replace it with "I'm so glad I'm [insert positive adjective here]". This is similar to counting your blessings. Don't dwell on the things you'd like to change, celebrate the things you love.

You're You. **Beautiful You.** Be proud of yourself. Stand up for who you are and enjoy being you. There's no-one else in the world like you. You're unique and priceless.

This kind of exercise is what journals were made for. It's much easier to write this sort of stuff down, where it's safe and no-one will see it. Get out the journal prompt sheets for this chapter and I want you to write down 5 things that you LOVE about yourself. Many of us find this sort of thing really tricky, so start small. It could be a physical attribute... perhaps you have beautiful nails or particularly long eyelashes. Or it could be something to do with your personality... maybe you're proud of the way you handle a certain type of situation. Write them down and try and add why you love these things about yourself.

This is *not* bragging. No-one needs to read your journal entries. This is you being true to who you are and giving yourself a much needed pat on the back. You don't have to wait for other people to compliment you. What **YOU** think is amazing about yourself is just as valuable as what another person might say – more so even, given how self-deprecating most of us are. You can lift yourself up any time you want to. It's not conceited, it's treating yourself the same way you would treat others.

4. Indulge Yourself

Here's a question for you... When was the last time you had a treat? Maybe... a day at the spa... or... an all-inclusive trip to Barbados? Whoa... I can feel the raised eyebrows and hear the slightly hysterical incredulous laughter from here!

Let's rethink it a bit. Indulgences don't have to be expensive. Nor do they need to involve huge amounts of time, preparation and complicated logistics. To indulge is defined as *"to allow oneself the pleasure of something"*. Don't get me wrong. If you have the opportunity for a day at the spa for goodness' sake **TAKE IT!!!** (And don't you dare feel guilty about it either!) But indulgences can simply be little things that make you feel good.

It could be as straightforward as having ten uninterrupted minutes with a cup of tea and your favourite magazine. It could be a sparkly new nail varnish. It could be switching your phone off and going out for a walk for half an hour without it nagging you every two minutes. It could be buying yourself something delicious from the patisserie instead of having to put up with a half-eaten chocolate biscuit that your kids have already taken a bite out of!

Whatever your indulgence is, it's important to recognise it as such. Savour it. *Appreciate it*. Try not to get distracted. Really extract the benefit from it. You are **YOU** first and foremost, before you're the person you are for all the other people in your life. In order to keep giving out all your You-ness to them, all that good stuff you bring to being a parent, the love and encouragement you give your children or your partner, the support you give to your friends... you have to keep your own reserves topped up. You've got to fill your own well so you can slake others' thirst.

It's not selfish. It's necessary.

You're going to enjoy the journal prompt that goes with this chapter! I want you to write yourself a list of little things that you can do *just for you*. Little things that make you feel good. Have fun with this, be creative.

When you're done with your list, put it somewhere prominent where you can see it easily. Make a point of picking one of your treats every day and taking that time for you. You'll find that not only will it make *you* feel good, but because you've taken that replenishing time, you'll have more You for the other people in your life so they'll benefit too.

Don't you just love a win-win situation?

5. What can you let go of?

Very often, if you feel stuck mentally and you're finding it difficult to see the wood for the trees, clearing out a physical space in your home can make a big difference. It can make you feel much lighter. It's cathartic and it can be the catalyst you need to get your mojo back.

This does *not* need to be a huge job that will most likely take you an entire week and several trips to the tip to complete. The idea that it **is** a massive undertaking is usually what stops us from starting in the first place.

If your house is anything like mine you've probably got drawers full of clutter. Cupboards full of stuff. And if I asked you to tell me exactly what was in them you probably wouldn't be able to. Am I right?

Letting go of things can be hard, so start small and don't expect too much of yourself. Once you start to feel the difference it makes, you'll find it gets easier.

Start with a single drawer. Go through the contents of that drawer and for each item ask yourself three important questions: **Do I use it? Do I need it? Do I love it?**

If you can't answer "Yes!" to at least one of those questions then the item needs to go. How you get rid of it is up to you. You can bin it, recycle it, give it away, give it to charity, sell it, whatever... the important thing is that you do actually get rid of it, and sooner rather than later. If you decide to sell it don't just put it in a pile "for selling" that will fester in the corner of the kitchen for weeks. That's just relocating the clutter and won't serve you at all. Get it on ebay TODAY!!

If you've got a big cupboard that is likely to take you a month of Sundays to sort through, break it down into manageable chunks. Decant the contents of the cupboard into boxes or bags then put them all back into the cupboard. Then when you have a free ten minutes just sort one box or bag at a time. Before you know it, you'll have dealt with the whole cupboard.

Doesn't that feel good?

This is obviously very much a physical exercise but you can still use the journal sheets to write down how you feel about that particular space before you've decluttered it, then how you feel about the space and, more importantly, how you feel in yourself afterwards.

If you want to explore this idea further, what could you let go of *mentally*? Is there something you do out of habit that no longer serves you? Is there something that uses up time and energy that you could just stop doing perhaps?

Sometimes it's a person that you need to let go of. Friendships sometimes come to a natural end but you still keep seeing that person even though you've drifted apart and you haven't really got anything in common with them anymore. Friendship is a two-way street. It's likely that if you no longer feel close to that person they will feel that way too. It's ok to let them go gently, with love...

Enjoy the lightness that comes with letting go, and notice how just a little of the weight has gone from your shoulders, easing the pressure and making way for more joy.



So there you have it! How To Set Up Your HQ – Your Happy Mood Control Room.

Happiness is easier to come by than you might think.

We all have bad days. But when you know how to lift your spirits a bad day doesn't have to last *all* day.



I'd love to know how you got on with this... let me know?

[Get in touch here!](#)

My wish is for you to live the life of fulfilment that you deserve. I would be *honoured* to guide you towards that life. For more information about me and the courses I offer visit www.melmorrisjones.com.



Follow me on Facebook for lots more inspiration on happiness, fulfilment and showing up as the **real you** rather than the person the rest of the world is expecting you to be.

And whatever you do, go gently, and smile.

Mel
xo

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