



## Attitude of Gratitude

### Thank It Forward: Exercise

#### Life Planning Exercise 19 – My Thank You Notes

Simply saying thank you each and every day is powerful. One way to expand the power of gratitude is to write someone a note. You can send it as an email or text, but a handwritten note is the most powerful since it is the most personal. There are many ways to write thank you notes, but one very effective and simple structure is this:

- Simply say thank you for whatever they did for you.
- Explain why what they did was helpful or how you will benefit from it.
- Say something complimentary about them.
- Express a wish to stay connected and perhaps help them in the future.

#### *Example:*

*Carla,*

*I want to thank you for your sincere constructive feedback on my performance. It is not always easy to hear, but I value your opinion and know that it can help me learn and grow. I hope you'll always feel comfortable giving me your thoughts and perspectives on how I can be better.*

Now it's your turn. Think of a person who has been particularly helpful to you recently. Take out a thank you card or sheet of paper or use the field below. Writing as neatly as you can, express your gratitude to that person, following the structure above if you like. As you do this, notice how it makes you feel. Then make sure to get it delivered. Take time to write more thank you notes, emails, or texts over the coming days. Constantly express gratitude to others, and you'll begin to notice the wonderful things that doing so will bring into your life!