



Pharmacia & Upjohn

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Jeff Davidson, MBA, CMC
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Dear Jeff,

I enjoyed your session at the IAAP Future Perfect Conference in San Antonio TX. I have consciously started using five of the topics that were covered:

1. Acknowledging completions - This only takes a few seconds and it is amazing the impact this has had on my sense of well being. I feel peaceful, centered and at the end of the day I remember everything I have accomplished.
2. Managing the flat surfaces of my life - I have had good experience with this at work so most of my improvements have been at home. However, at work I use to feel self conscious of my desire to have my work surfaces neat and orderly. Your explanation of the advantages helped me understand why I intuitively wanted this order. My last job I supported 52 people and everyone always wondered how I remained calm and organized. "Managing the flat surfaces" had a lot to do with that.
3. One task at a time - This was a hard concept for me to believe during the session because my routine has been to work on several items at a time. This last week I have accomplished just as much or more and it helps me realize completions. I have just started a new job with four distinctive areas without much overlap so this concept has helped me focus. Actually the phrase has become a mantra to me.
4. More sleep - I have started going to bed 45 min to an hour earlier than usual and I have been waking up 10-15 minutes before my alarm would normally go off. I wake up feeling refreshed and have more energy to start the day.
5. Dressing without the TV - I am a TV addict. So it has been quite a surprise how easy it has been to give it up while dressing. The combination of waking up refreshed and having a peaceful beginning to the day has made coping at working much easier.

I can't wait to incorporate more good habits into my life. Thanks.

Sincerely yours,

Paula Lupina