

Boost Your Confidence

FOR
DUMMIES®

**in a
day**

**Kate Burton
Brinley Platts**

***Boost Your
Confidence
In A Day***
FOR
DUMMIES®

by Kate Burton and Brinley Platts



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Introduction



Confidence is one of those odd things in life that turn out to be surprisingly difficult to tie down (beauty and quality belong to this strange, subjective group too). You may think that you know what it is, and you may feel certain that you can recognise it when you see it, but you may struggle to define exactly what ‘it’ is.

Confidence is an everyday experience, something you have quite often, except on those all-important occasions when it seems to leave you and you could really use more of it – whatever ‘it’ is. However, when you really need to dig deep, you’ll find you’ve amazing internal strength to draw on from your toughest life experiences.

What You Can Do in a Day

As part of the *In A Day For Dummies* series, we designed this book to contain about a day’s reading (or a couple of days if you’re taking your time). We focus on some of the key skills and the mindset required to boost your confidence – all of which can be easily digested in a day. You should have enough information to be able to immediately evaluate and boost your confidence levels.

Foolish Assumptions

We make a few assumptions about you. We assume that you’re a normal human being who wants to be happy and confident. You’re probably interested in becoming more effective in various parts of your life and in becoming more comfortable when you face demanding situations and people. Although you’re probably already acting confidently in many areas, you may lack the power and skills to perform the way you want to in some others.

This book is for you if you want to:

- ✓ Identify what's holding you back
- ✓ Restore or develop your self-confidence
- ✓ Feel confident that no matter what life throws at you, you can find a way to deal with it

Icons Used in This Book

Icons emphasise a point to remember, a danger to be aware of or information we think you may find helpful. Those points are illustrated as:



This icon brings your attention to a personal story you may find inspiring or useful.



The bull's-eye highlights practical advice you can use to boost your confidence immediately.



This icon indicates an exercise you can use to broaden your understanding of yourself and your own confidence issues.



Information to take note of and keep in mind as you apply your boosted confidence in the world is indicated with the finger and string.



This icon does what it says and gives you a clear definition of terms that may not be familiar to you.



This icon indicates that more information to help you develop your confidence is available at www.dummies.com/inaday/boostyourconfidence.