make kindness the norm.™

SAY ONLY POSITIVE THINGS
TAKE SOME TIME FOR YOURSELF
BE CONFIDENT
LEAVE A POSITIVE HANDWRITTEN NOTE FOR A COWORKER
START USING A REUSABLE WATER BOTTLE
LOVE YOURSELF
DON'T COMPLAIN FOR 24 HOURS
TAKE A DEEP BREATH
REMAIN TRUE TO YOUR WORD
OFFER TO HELP SOMEONE IN NEED
SMILE
ASK A COWORKER HOW THEY ARE DOING (AND REALLY LISTEN TO THEIR ANSWER)
COMPLIMENT SOMEONE
TRY TO BE TRULY PRESENT WITH OTHERS
PRACTICE PATIENCE
LEAVE NOTES WITH POSITIVE MESSAGES AROUND THE OFFICE
OFFER A LISTENING EAR TO SOMEONE WHO IS STRUGGLING
BELIEVE IN YOURSELF
FIND A DIFFERENT AREA IN YOUR OFFICE TO WORK FROM
STAND UP FOR A COLLEAGUE
SHARE SOME GOOD ADVICE
TIDY UP THE SHARED KITCHEN AREA
LIST 5 OF YOUR STRENGTHS
BE GRATEFUL
ASSUME THE BEST IN EVERYONE
TREAT A COWORKER TO COFFEE
FOLLOW A 10-MINUTE STRETCHING ROUTINE
EXERCISE
SHOW ENTHUSIASM ABOUT WHAT YOU DO
MAKE SURE EVERYONE IS INCLUDED
GIVE SOMEONE YOUR VOTE OF CONFIDENCE
OWN UP TO A MISTAKE YOU'VE MADE
TAKE TIME TO LISTEN TO SOMEONE ELSE'S IDEAS
TAKE A WALK DURING YOUR LUNCH BREAK
RELAY AN OVERHEARD COMPLIMENT TO SOMEONE
RESPOND TO EMAILS IN A TIMELY FASHION
START AND END THE DAY WITH POSITIVE INTENTIONS
INTRODUCE YOURSELF TO SOMEONE NEW AT THE OFFICE
COMPLETE A TASK YOU'VE BEEN PUTTING OFF
EXPLORE A NEW PLACE FOR LUNCH
GIVE A CUSTOMER A BIG SMILE
PICK UP LITTER
BE INCLUSIVE OF OTHERS

RANDOM ACTS OF KINDNESS FOUNDATION®

www.randomactsofkindness.org