

THIS ISSUE

Remember to diarise breakfast on 16 November!

Start planning for year-end

Looking forward to...

By now you should have received an invitation to our final get-together for the year, as well as a phone call from Cleon to confirm your attendance.

We always lament the fact that the nature of contracting is not conducive to a close relationship, and this remains true for the gatherings we arrange periodically through the year for your benefit.

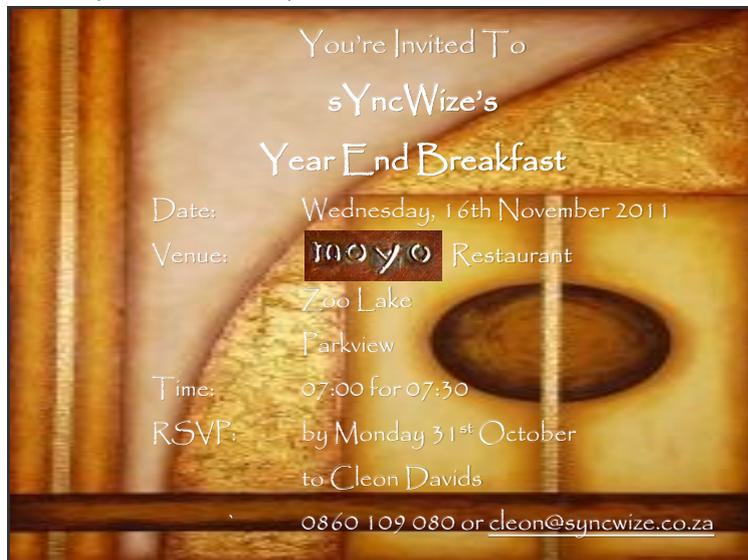
Each of you with your own unique aspirations, talents, challenges and quirks is known to us individually and we feel espe-

cially blessed when you find time to join us at our functions. To try and make it as unobtrusive and convenient

as possible for you, we have again made a booking for breakfast at Moyo's restaurant, at the Zoo Lake in Parktown, Johannesburg.

If you haven't heard from Cleon yet, please do take note of the invitation and drop her a line?

Although this is not billable time, we hope it will be time well spent, and look forward to seeing you there!



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Year-end preparations

Yes, "that" time is looming again! Most clients require timesheets to be submitted in advance to allow time for year-end processing, so please note the following...

Clients typically request (a) timesheets submitted earlier than usual and/or (b) signed timesheets containing projections of billable hours .

For us, our administration department's work rate escalates to 'frantic' - the precursor to 'suicidal' - to coordinate the preparation, collection, and verification of timesheets as well as to prepare pro-forma and actual invoices for the period, with our work running through to mid-January. The process be-

comes extremely difficult when you, client management or other key personnel are on leave at a critical time.

We will keep you updated of client requirements and deadlines, and will be liaising with all of you directly to ensure the smoothest possible process, but please keep the issue of final timesheets in mind when planning your year-end 'time out'.

Once again, we extend our appreciation to all of you for your prompt and uncomplaining assistance in this regard—we are well aware how chaotic your personal and work lives are at this time of year, and that running around with timesheets is NOT a welcome distraction.

Welcome on board!

This month we extend a warm welcome to **Jeanne Roberts**, who recently joined us as a business analyst at Corporate International Bank. It's taken us quite a while to find a placement that feels 'right', and we appreciate Jeanne's patience over this time. We hope that you will find a new lease on life, Jeanne, and look forward to a long and fruitful working journey together.



Birthday wishes

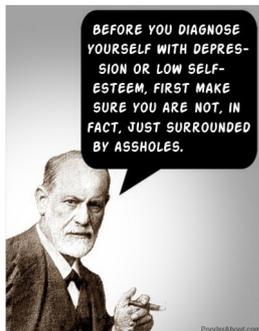


Many happy returns to those of you who clocked up another year's worth of wisdom and—hopefully—laugh lines recently!

This has been a busy period for birthdays, and we hope that all of you on this unusually long list were spoiled rotten!

- **Nick Polley**
- **Werner Swart**
- **Unitia Thomas**
- **Andre Myburgh**
- **Andre Steyn**
- **Cornel Fourie**
- **Louisa Moyo**
- **Henry Huysamen**
- **Ashley Lowe**
- **Younus Cassim**

D.I.Y. psychology...



Marooned...

A magician worked on a cruise ship.

The audience was different each week so the magician performed the same tricks over and over again.

There was only one problem: the captain's parrot saw the shows each week and began to understand how the magician did every trick.

Once he understood, he started shouting in the middle of the show, "Look, It's not the same hat!" or, "Look, he's hiding the

flowers under the table!" or "Hey, why are all the cards the ace of spades?"

The magician was furious but couldn't do anything. It was, after all, the Captain's' parrot.

Then one stormy night on the Pacific, the ship unfortunately sank, drowning almost all who were on board.

Luckily for the magician, he found himself on a piece of wood floating in the middle of the sea, as fate would have it ...

with the parrot.

They stared at each other with hatred, but did not utter a word.

This went on for a day... and then 2 days.. and then 3 days. Finally on the 4th day, the parrot could not hold back any longer and said...

"Ok I give up..... where's the f#@in ship?"



Break Old Habits - Learn Something New

A carpenter decided to change careers. He had two children and his wife was expecting twins. They needed a larger house, and he needed a job that made more money. He went to his boss to explain. The boss was reluctant to see him go, as he was a very fine carpenter. But the carpenter was determined. Finally the boss asked if he would build just one more house. The carpenter agreed. And he did build the house. But preoccupied and distracted with his family and his future, he just went through the motions.

He worked on auto pilot and the house wasn't up to his usual standards. Finally the day came when the house was done. The boss came to inspect. As the two stood at the doorway, the boss handed the carpenter the key. "This is my gift to you for all the fine work you've done over the years." The carpenter was in shock. If only he had known this was to be his own house he would have paid better attention to what he was doing.

In many ways, we all live our lives like this carpenter on his last house. On automatic pilot. We go through the motions of our day without paying attention to what we're doing and end up living a less than stellar existence.

Scientists tell us that 90 per cent of our daily lives are spent in routine. Such habit is a good thing. We don't have to think about how to brush our teeth or tie our shoes or make toast or drive a car. We learn it by practicing enough that the pathways in our brains can repeat the sequence without our "thinking" about it. That frees up our brains to do something more interesting and useful. At least in theory.

Habit is also a bad thing. Depending on what our habits are, they can become prisons of misery. Habits of negative thinking. Of self destructive behaviour. Of patterns of inertia that are very hard to overcome. We've practiced those things over and over so they've become automatic too. And so now we are living in the shoddy house of our own making.

I find myself in the kitchen in front of the open refrigerator door with a piece of cheese in my hand. How did I get here? Suddenly my fingernails are chewed to nubs. Did someone sneak in the house and bite them? The tendency to keep doing what we already have done is very strong because the neurons in our brains that fire together wire together. Meaning that they tend to run the same sequence the next time, whether we want to or not. I love this quote of Edith Wharton that describes this trap so perfectly: *"Habit is necessary; it is the habit of having habits, of turning a trail into a rut that must be incessantly fought against if one is to remain alive."*

The brain's tendency to habituate means we go through much of life like sleepwalkers. That's why when we want to create new habits or change old ones, our most important ally is being awake to our experience. We've got to become aware of what we're doing or not doing. There are many suggestions of how to become and stay awake. But the first step is to truly see your life as the precious, limited time opportunity it actually is. You can make

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it a beautiful mansion. Here's how Philip Adams puts it, "Most people can do extraordinary things if they have the confidence or take the risks. Yet most people don't. They sit in front of the telly and treat life as if it goes on forever."

I have a client in his early forties who dealt with a serious illness last year that incapacitated him for months. He came to work with me recently because, as he put it, "Getting sick made me realize that I've been sleepwalking through my life. I'm awake for the first time and I don't want to fall back into numbness again."

For Jessica Yadegaran, the wake up call came in the form of a big birthday. A few months before she turned 30, a reporter for the Contra Costa Times decided to compile a list of 30 things she wanted to do before the big day and write about it for the paper.

Her list ranged from things like learning to read baseball box scores and change her car's oil to learning to be more grateful and ask a man out on a date (she's still working on that last one!). Reader response to her adventure of learning was tremendous. People from far away as Australia wrote saying she'd inspired them to come up with their own list. "It makes me a little sad," she says, "that it takes something like a decade-busting birthday to make a change." Whatever it takes, I say.

Your wakeup call can come in many forms—getting fired; the message from your doctor that you are now obese; a milestone birthday; having to declare bankruptcy; reading an inspirational story of how someone started a Bed & Breakfast.

However and wherever it arrives, consider your wake up call a blessing. Your life, my life, is finite. It will end, and none of us can say when. Do you want to die in the state you're in? With dreams unrealized? Negative habits firmly holding you back?

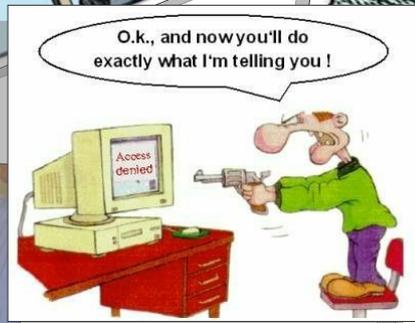
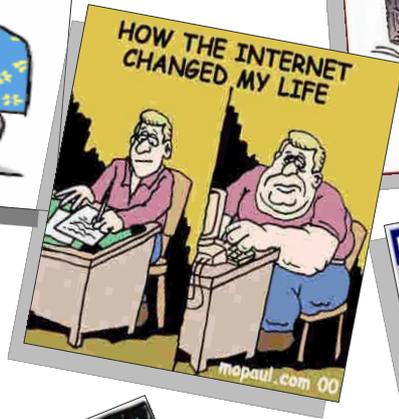
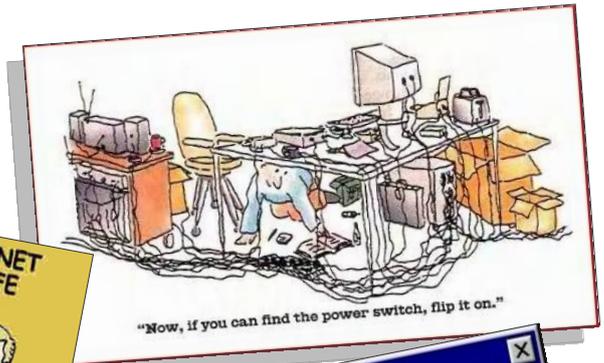
There's a Zen chant that goes:

Life is fleeting.
Gone, gone-
Awake.
Awake each one!
Don't waste this life!

You can achieve what you set out to. As Christopher Reeve, one of our heroes of greatness, reminds us: "So many of our dreams at first seem impossible, then they seem improbable, and then, when we summon the will, they soon become inevitable." In one of the last interviews he gave, he exhorted all of us to "Go Forward." May the example of his life and words inspire you as you proceed on your own journey to your heart's desire.

Adapted from "This Year I Will"...How to Finally Change a Habit, Keep a Resolution or Make a Dream Come True by M. J. Ryan.

Happy Time.... for the technically challenged



Until our November/December edition...

Keep smiling, live your life in full colour, and may you be blessed daily!

The sYncWize Team

This newsletter is intended for sYncWize's contractors, and is published every two months as a means of conveying general information. We would love it if you would like to contribute to this newsletter, place an advertisement, or have a specific request for inclusion. If so, please contact Cleon Davids.



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