

# CORPORATE वालीसा

**A SURVIVAL GUIDE**

BY SHAILESH SAXENA



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# Foreword

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Success in the corporate world is often portrayed as a straight path - study hard, land a good job, climb the ladder, and eventually reach the top. Anyone who has spent even a short time within its dynamic walls knows that reality is far more nuanced. It is a space shaped by people, pressures, opportunities, and constant change. Thriving here requires more than technical expertise; it demands awareness, adaptability, resilience, and a deep understanding of human dynamics.

Corporate Chalisa by Shailesh Saxena offers something refreshingly practical -not abstract theories or idealized success stories, but grounded insights drawn from real experiences. It speaks to those navigating deadlines, managing expectations, building relationships, and striving to grow - often all at once. Whether you are just starting your career or looking to refine your approach after years of experience, the lessons within these pages meet you where you are.

What sets this work apart is its focus on actionable wisdom. It recognizes that success is not merely about working harder, but about working smarter -communicating effectively, managing time and energy, understanding organizational culture, and making thoughtful decisions even under uncertainty. It reminds us that professional growth is deeply intertwined with personal growth.

Importantly, this book does not promise overnight transformation. Instead, it equips you with tools, perspectives, and habits that, when applied consistently, can lead to

meaningful progress. It encourages reflection, intentionality, and the courage to take ownership of your journey.

As you turn these pages, consider this not just a guide, but a companion - one that offers clarity amid complexity and confidence amid challenge. The corporate world may be demanding, but with the right mindset and strategies, it can also be deeply rewarding.

May this book help you not only succeed but truly thrive.

**Madhav Das**

Associate Vice President and Country HR Leader - US based MNC

Author of Bestsellers House #872, Second Innings and The Omega Heist

Recognized by Forbes India among the Inspiring Success Stories of 2026



## भूमिका (Foreword)

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मानव जीवन के प्रत्येक क्षेत्र की अपनी-अपनी जटिलताएँ, चुनौतियाँ और अंतर्निहित सत्य होते हैं। कॉर्पोरेट जगत भी इससे अछूता नहीं है। यह संसार केवल पद, प्रतिष्ठा और आर्थिक उन्नति का माध्यम ही नहीं, अपितु प्रतिस्पर्धा, व्यवहार-कुशलता, मनोविज्ञान और यथार्थबोध का भी एक व्यापक मंच है। प्रायः प्रबंधन संस्थानों में जो आदर्श सिद्धांत सिखाए जाते हैं, वेव्यवहारिक जीवन में अनेक बार भिन्न रूप धारण कर लेते हैं। ऐसे में वास्तविक अनुभव ही व्यक्ति का मार्गदर्शन करते हैं।

प्रस्तुत कृति “कॉर्पोरेट चालीसा” इसी अनुभव-सिद्ध यथार्थ का एक सशक्त और निर्भीक प्रस्तुतीकरण है। यह कृति न केवल कॉर्पोरेट जीवन के अनकहे सत्य को उजागर करता है, बल्कि उन सूक्ष्म व्यवहारिक बिंदुओं को भी सामने लाता है, जिन्हें सामान्यतः न तो औपचारिक शिक्षा में स्थान मिलता है और न ही प्रशिक्षण कार्यक्रमों में स्पष्ट रूप से व्यक्त

किया जाता है। इस पुस्तक की एक अत्यंत विशिष्ट और उल्लेखनीय विशेषता इसका द्विभाषिक स्वरूप है। हिंदी और अंग्रेजी, दोनों भाषाओं में विचारों की समानांतर प्रस्तुति न केवल इसकी पहुँच को व्यापक बनाती है, बल्कि यह एक नवीन साहित्यिक प्रयोग (Innovative Stylistic Experiment) के रूप में भी सामने आती है। गद्य के साथ हिंदी के काव्यांश और उनके साथ प्रबंधन-सूत्रों की व्याख्या करती हुई विशेष शैली इसे परंपरागत प्रबंधन-पुस्तकों से अलग एक विशिष्ट पहचान

प्रदान करती है। यह कहना अतिशयोक्ति न होगा कि यह कृति केवल एक पुस्तक मात्र नहीं, बल्कि भाषा, साहित्य और प्रबंधन-चिंतन का एक

सृजनात्मक संगम है, जहाँ भाव और बोध; कविता और कॉर्पोरेट यथार्थ; भावुकता. संवेदनशीलता और रणनीति सभी एक साथ उपस्थित हैं।

लेखक ने अपने दीर्घ अनुभव के आधार पर जो शिक्षाएँ, सूत्र और व्यंग्यात्मक दृष्टिकोण प्रस्तुत किए हैं, वे पाठक को आत्ममंथन के लिए प्रेरित करते हैं। विशेषतः छोटे नगरों अथवा सीमित संसाधनों से आने वाले युवाओं के लिए यह कृति एक मार्गदर्शिका का कार्य कर सकती है, क्योंकि यह उन्हें कॉर्पोरेट जगत की वास्तविकताओं से परिचित कराती है और उन्हें

मानसिक रूप से सशक्त बनाती है। इस ग्रंथ की उपयोगिता को कुछ उदाहरणों के माध्यम से और स्पष्ट किया जा सकता है—

□ एक प्रतिभाशाली कर्मचारी, जो अपने कार्य में निपुण है, परंतु स्वयं का प्रस्तुतीकरण नहीं कर पाता, अक्सर पीछे रह जाता है; जबकि एक औसत क्षमता वाला व्यक्ति, यदि प्रभावी संवाद और आत्म-प्रदर्शन की कला जानता हो, तो वह शीघ्र उन्नति कर लेता है।

□ अनेक संस्थानों में “टीमवर्क” का आदर्श सिखाया जाता है, किंतु व्यवहार में व्यक्तिगत छवि-निर्माण और नेटवर्किंग ही सफलता का वास्तविक आधार बन जाते हैं।

□ एक कर्मचारी, जो हर सत्य को कठोरता से कह देता है, कई बार संबंधों में दूरी बना लेता है; वहीं दूसरा कर्मचारी, जो उसी सत्य को संयमित और मधुर भाषा में प्रस्तुत करता है, अधिक स्वीकार्य बन जाता है।

□ समयपालन (Punctuality) जैसे साधारण गुण भी कई बार प्रतिभा से अधिक मूल्यवान सिद्ध होते हैं और व्यक्ति की विश्वसनीयता को स्थापित करते हैं।

इस पुस्तक की एक अन्य महत्वपूर्ण विशेषता यह है कि इसमें गद्य और पद्य का अत्यंत सुंदर समन्वय किया गया है। प्रत्येक अध्याय में संक्षिप्त हिंदी

काव्य-पंक्तियाँ पाठक को भावात्मक रूप से जोड़ती हैं, जबकि उसके साथ प्रस्तुत अंग्रेजी व्याख्या उसे व्यावहारिक और विश्लेषणात्मक दृष्टि प्रदान करती है। यह द्विस्तरीय प्रस्तुति इसे बौद्धिक और भावनात्मक, दोनों स्तरों पर प्रभावशाली बनाती है।

यह कृति पाठक को यह समझने में सहायता करती है कि सफलता केवल ज्ञान या परिश्रम का परिणाम नहीं होती, बल्कि व्यवहार, समयबोध, रणनीति और परिस्थितियों की सूक्ष्म समझ भी उतनी ही आवश्यक होती है। साथ ही, यह पुस्तक यह भी संकेत करती है कि नैतिकता, विवेक और आत्म-जागरूकता के साथ यदि व्यक्ति आगे बढ़े, तो वह इस जटिल संसार में

संतुलन बनाए रखते हुए अपनी पहचान स्थापित कर सकता है।

अंततः, “कॉर्पोरेट चालीसा” केवल पढ़ने की पुस्तक नहीं, बल्कि समझने, आत्मसात करने और समय-समय पर पुनः विचार करने योग्य एक जीवनोपयोगी ग्रंथ है। इसका द्विभाषिक स्वरूप और काव्यात्मक-प्रबंधकीय शैली इसे समकालीन साहित्य और प्रबंधन-लेखन में एक अद्वितीय प्रयोग के रूप में स्थापित करती है।

— शुभकामनाओं सहित

**आपका!! आशीष अक्स ‘अनहद’**

**सह-संस्थापक, स्वरांकित फाउंडेशन**

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# Prologue

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With over 35 years' experience in Corporate Offices and Training , I have met many professionals who remain disillusioned with Corporate Life. They are very good in their work but remain frustrated due to the confusion of corporate culture and reality. Every corporate makes posters of a Value System but works very differently.

**Corporate Chalisa** is an attempt to write the reality side which can help many professionals coming from Class B and C towns. Although it may appeal to all Management Graduates but more suited to Graduates from B category of Management Schools. These schools teach them utopian side of Corporate culture. Even their books / guides / induction manuals talk about effective communication / team work / ethical value system / hard work / honesty / truthfulness. But when they join the race, they see a very different picture.

As corporate trainers, we are paid to train them as per the objective set by Organization and we know that we are training rats for race. We never tell them the reality of Corporate Life.

Corporate Chalisa may not be true for all organization and may not be applicable for all professionals but they can also enjoy the satirical side of the book.

Many professionals ask that how they can survive in this Jungle which offers them money / position but also gives them competition / heart breaks / frustration / unwanted. I have met many professionals who failed in spite of their best intent. I learnt from their failure and tried to write a "Survival Guide ".

There are 40 lessons with small couplets in Hindi and 40 Management Sutras.

Read the book for fun / learning / inspiration. I shall look forward to feedback.

Best wishes

Shailesh Saxena

Dedicated to the memory of my parents, Late Smt Shakuntla  
Devi and Late Shri Krishna Swaroop Saxena.

I thank all my colleagues / friends who shared their experiences  
and encouraged me to pursue my passion of writing.

Inspired by my wife Dr Renu Saxena and Children Sabaa and  
Sahil who always motivated me to write my experiences.

# CORPORATE CHALISA

A collection of 40 Corporate Lessons and 40  
Management Sutra

to survive and get success

UNSAID TRUTHS

Which are not taught in Management Schools

DIL SE

KUCH ANKAHI SACCHAI

BY

Shailesh Saxena

# Administration

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नियम लचीले रखना जरूरी साहिब  
काम आगे बढ़े है मजबूरी साहिब.

एक दुश्मन काफी भड़काने के लिए  
दुश्मनी है आदत बहुत बुरी साहिब.

न ज़ोर दिखायें अपने ओहदे का  
व्यवस्था बहुत आधी अधूरी साहिब.

तुम्हें ले डूबेंगे ये लिजलिजे मुलाजिम  
आज जो कर रहे जी.हजूरी साहिब.

वायदों से ही हुआ बरबाद शैलेश  
वायदों से बना रखना दूरी साहिब.



# Administration

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Make rules but leave a hole somewhere to give a flexibility. 80% would follow rules out of fear and 20 % will not follow just to challenge the system. So always give a scope of modification so that work moves smoothly. Many times, after long discussions rules are made then lot of efforts go in implementation. So always have flexible approach rather a disciplinarian approach causing unnecessary conflicts and deadlock.

2. Always remain adjusting with environment. If you have your say, then one day other party will also have a say. Most of the problem or fight happen because we make it a prestige issue. Do not make it an issue of personal ego. It will always hurt and cause loss.

3. Do not boast about position. You get a position to move to a new position rather staying at same position . Those who boast about one position remain at same level.

# Appreciation

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तारीफ सभी को यूँ भाती है  
इन्सान कितना जज़्बाती है.

बुरे को बुरा कह कर तो देखो  
बात उसे कितनी खल जाती है.

ढूँढो हर रोज तारीफ के बहाने  
जिंदगी देखो कितना मुस्काती है.

सच को भी झूठ मिला कर बोलो  
सच कैसे कितना उत्पाती है.

अब चुप कहां रहता है शैलेश  
बिना बोले नींद कहां आती है.

# Appreciation

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There is a difference between appreciation and praise. Appreciation comes from heart and praise comes from head.

Use your head to praise because no one appreciates the truth. Try telling mistakes to someone and they will come with 100 excuses.

Everyone loves praise and feel good about you. Look what people appreciate and develop your praise strategy. Don't lose any opportunity to praise. Praise looks, dress, manners because everyone want to feel good about self.

Praise in open in front of others and criticise only in private.

Truth is a taboo which no one appreciates. Always tell truth by making it sugar coated.

Everyone knows truth but no one wants to express. So why should you do it. Life moves on so maintain cordial relations with everyone by keeping silent on truth and praising at every opportunity.

# Beginning

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आज का दिन है, सीना तान कर चलो  
कल हो या न हो, ऐसा मान कर चलो.

अभी तो रह गये बहुत सपने अधूरे  
काम बहुत दिन छोटा, जान कर चलो.

आग तुम्हारे सीने की बुझने न पाए  
इक मशाल जला , एहसान कर चलो.

तुम्हारे चेहरे का जोश कहेगा कहानी  
अपने जज्बे से सबको हैरान कर चलो.

शब्दों से फैला कुछ ऐसा जादू शैलेश  
बूढ़ों को भी तुम अब जवान कर चलो.

# Beginning

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Covey says and all schools teach " Begin with end in mind ". This is true for a team working on a project.

But an individual is a 100-meter race sprint runner where sprint is of one day. So, you need to begin your sprint with a quick start and close it by taking a stride.

Each day should begin with purpose, smile and enthusiasm. You will have to reach finishing line as there is no tomorrow. Plan your daily race and avoid distractions. You control circumstances rather circumstances control your day. If you will look engaged and in control then others will not ask for your time or dictate for other assignments.

You need to end your day for success and plan celebrations.

Those working in teams operate with the pace of team and adjust. But winners try to involve full team in speeding up through motivation, activities and agenda of day.

So, gear up, you have one day which will end up after 8 hours.

So, give your best and learn " Begin with the end of the day in mind ".

# Criticism

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आलोचना के सभी हैं यार, जान लीजिए  
बस यूँही करते ले चटकार, जान लीजिए.

थोड़ा सा नमक , थोड़ा सा मसाला  
बस चीर फाड़ को तैयार, जान लीजिए.

कौन खुश तेरी तारीफ और तरक्की से  
बस कहानी की दरकार, जान लीजिए.

बस सुनी-सुनाई को सच मान बैठे  
बीमार करता सौ बीमार, जान लीजिए.

खुद पर बीती तो जान पाया शैलेश  
कितना कातिल दुष्ट्रचार, जान लीजिए.

# Criticism

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It is very easy to criticise.

We do it by nature not because someone has asked for. If someone ask then we suggestion which can be constructive criticism and another person accept it gracefully.

However, criticism is harmful under circumstances given below:

1. When we do it on hearsay only, we do not go in details
  2. When we do it just for fun and make it our nature.
  3. When we criticise without any objective as if it is our duty to criticise. We do it just to please others who are criticising.
  4. When we appreciate diplomatically by bringing BUT in it
- . We can criticise policy, action or motive not the person. We have the authority to criticise only if we can offer better alternative or constructive suggestion.

First appreciate the efforts then add one constructive criticism only when it is asked for.

Critical nature poisons your mind and you keep finding fault in every action.

## बड़े सपने

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बड़े सपने हैं तो एक रणनीति बनानी होगी ,  
तुम्हें बहुत लोगों से तेज़ दौड़ लगानी होगी .

अर्जुन की तरह निशाने पर रखनी है निगाह ,  
कंफर्ट जोन से बाहर नज़र ज़मानी होगी.

जहां भी मौका मिले उसे तो पकड़ना होगा ,  
अपनी अर्जी तो हर ज़गह पहुंचानी होगी .

अपने किरदार में पैदा करनी होगी आग ,  
अपना जुनून और इक्षाशक्ति दिखानी होगी .

बड़े सपने से शायद चूक गया था शैलेश ,  
इसीलिए ये सीख आप को सिखानी होगी.



# Dream Big, aim high

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Unlike government job, corporate world offers unlimited opportunities. Corporate needs energy and young blood who are enterprising and organised. Your biodata should show that you have demonstrated leadership skills / acquired new skills / managed change / willing to leave your comfort zone.

Remember, you should reach your peak by the time you are 35. After 35, you enter in outer orbit which opens doors to senior Management.

Don't get in illusion of Designation but having no authority.

Today, corporate world offers attractive designation like Vice President / Account Director/ Executive President but these positions may not have power or authority. So, you need to identify real positions offering leadership of large teams.

Dream big, look for jobs in smaller organisations where you can prove yourself. Decorate your Resume then move to large organisations to understand the complexity. Once again, move back to a smaller organisation but on a leadership position. Such strategic changed would move you to senior level by the time you are 35.



## Corporate Sutra 1-5

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1. Naukari means No Na Kari ( नो न करी) . So mentally be ready to say Yes.
2. If you want to happy then do not form opinion on anyone.
3. Remember 4 fingers are pointed towards you when you blame some one. Analyse your shortcomings then find faults. कहते हैं " में ये गुनाह बार बार करता रहा , धूल चेहरे पर थी में आईना साफ करता रहा "
4. You will see what you want to see. If you are looking for faults then everything would look faulty. So, change your way of looking. Look for positivity around. कहते हैं " जो देखना चाहते हो तुम वही दिखेगा, निर्दोष तुम्हे कातिल और कातिल सही दिखेगा "
5. You should not ask personal questions like what is your salary, why did you not get promotion. If you do not like such questions then others will also feel in same way.

# Enemy

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एक दुश्मन काफी है तुम्हें गिराने के लिए ,  
दस दोस्त कम होंगे तुम्हें बचाने के लिए .  
व्यक्तिगत टिप्पणियों से बचो तो अच्छा है,  
एक शब्द होता है काफ़ी भटकाने के लिए .  
सबके अपने अपने मक़सद होते हैं हुज़ूर,  
दोस्त नज़र आते हैं सिर्फ़ ज़माने के लिए.  
टांग अड़ाने से तो कर लीजिए जल्दी तौबा,  
बहुत दोस्त बैठे होते हैं भड़काने के लिए.  
सबसे मिलिए मुस्कान के साथ शैलेश,  
वक़्त कम है दुश्मन से घबराने के लिए.

# Enemy

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In corporate world, one enemy is more harmful than help of 50 friends. There are many examples where one enemy keeps a grudge against you and maligns your image on critical moments / meetings.

Such animosity is sometimes open but most of times is hidden. This animosity is caused due to rivalry / feeling of neglect / feeling of being victim/ prejudice of caste, region, language, hierarchy. It is easier to smile and develop good relationship with all colleagues.

Try not to hurt anyone by making racial comments / comments on personal grooming / comments on bad English / comments on spouse. Animosity is developed due to personal comments rather official comments. Colleagues keep grudges against such personal comments and retaliate at each opportunity.

Colleagues also object and develop animosity when you interfere in their area of work which is not your concern and does not affect you. You may not be aware about their team dynamics / leaderships / budget constraints but making comments on results.

## अंग्रेजी

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इस ऑफिस में सभी लोग अंग्रेजी में बोलते थे,  
काबिलियत से ज़्यादा अंग्रेजी से तोलते थे .

वो विषय जानकर भी यूँ चुप रहता था,  
दूसरे अधूरा ज्ञान भी अंग्रेजी में बोलते थे.

उसकी घबराहट सब को नज़र आती थी ,  
उनकी बोलचाल पर सब दरवाजे खोलते थे.

उसके तेल लगाए बालों पर लोग मुस्कराते,  
उनके सैलून सजी ज़ुल्फ़ों पर लोग डोलते थे.

सुकून ढूँढता रहा किशोर कुमार में शैलेश ,  
वो माइकल जैक्सन में कुछ सुकून ढूँढते थे .

# English communication

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Let us accept the fact that English is official medium of communication in corporate world. If you have the skill then you have 75 % more probability of growth and money. The sooner you realise the better it will be for your career. Join English writing and speaking course. It is available online as well as offline. Rather speaking or writing wrong English take help to improve.

Initially, acknowledge your weakness and speak in your language but also state that you will improve in 90 days. People will appreciate and would applaud when you show improvement in 90 days.

Written communication is easier with available software and MS word. Write in short and simple statements, rather trying to write long sentences. Like, my name is Ram. I live in Ayodhya. I have done my MBA from Lucknow.

## स्वास्थ्य

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तंदुरुस्त होना ज़रूरी नहीं पर दिखना चाहिए,  
आपकों बाजार की हकीकत को समझना चाहिए,  
कोई भी बीमारी गिरा सकती है आपकी कीमत,  
आपकी बीमारियों को कैसे भी छुपना चाहिए.  
योगा, मॉर्निंग वॉक ,बनाती है आपको मज़बूत,  
अनुशासन से अपने स्वास्थ्य को बदलना चाहिए.  
सिक लीव लेते वक्त रखें हमेशा इतना ध्यान,  
सिर्फ जुखाम, खांसी, बुखार ही दिखना चाहिए.  
अपनी बीमारी को बता कर बहुत पछताया शैलेश,  
हमदर्दी के शब्दों को सच्चाई से परखना चाहिए.



# Fitness and health update

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In corporate world, you are like a horse who is supposed to run in a race. You are priced as per your capabilities to run.

Your value decreases as soon as they realise that you have not been keeping good health or you suffer from some chronic disease like cardiac issue or diabetes.

HR keeps record of your sick leaves and work on prognosis of your disease, hence do not take any sickness of chronic disease. Take sick leave of cough, cold, stomach ache. Even if you got for a cardiac check-up, show that you had fever.

Start working on your fitness. Use yoga, walking, Jim to improve your fitness.

Your fitness would decide your price.

## Getting work done

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करना आसान है , करवाना मुश्किल  
समझना आसान है , समझाना मुश्किल.

मिलजुल कर ढूँढ़ो सब का मकसद  
झुकना आसान है , इतराना मुश्किल.

मत सुनाओ सिर्फ अपनी कहानियां  
सुनना आसान है , सुनाना मुश्किल.

समेटो सभी बिखरे फूल इक माला में  
फेंकना आसान है , सजाना मुश्किल.

चेहरों पर कुछ मुस्कान ला शैलेश  
हंसना आसान है , हंसाना मुश्किल.

# Getting work done

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Management schools focus on self-knowledge. However, in real life one needs to explain the instructions and get the work done. This requires maturity, patience and understanding. Few points to remember

1. Instructions should be complete, clear and concise.
2. Instructions should have clear steps to be followed.
3. Give instructions in writing.
4. Share purpose of instructions and better help everyone to do co-creation.
5. Have regular reviews and be ready for mistakes, which will happen.
6. Create sub groups and make leaders of sub groups.
7. Distribute laggards in small groups and help them to get success.

You can get the work done by partnering with people rather than ordering with people.

## अच्छे सच्चे लोग

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अच्छे कर्मों का कभी भी हिसाब नहीं होता ,  
समंदर समंदर ही रहता है तालाब नहीं होता.

भगवान से हर बात पूछी नहीं जा सकती,  
सवाल सवाल ही रह जाते हैं जवाब नहीं होता.

सच्चे लोगों में कुछ भी बनावट नहीं होती,  
चेहरा चेहरा ही रहता है कोई नकाब नहीं होता.

शायद समाज ही बनाता या बिगाड़ता होगा,  
इंसान इंसान ही होता है यूं खराब नहीं होता .

कुछ घटनाएं कर देती हैं हमें अचंभित,  
शैलेश शैलेश ही रहता लाजवाब नहीं होता.

# Good people

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In every organisation, you will find some extremely good people who are sincere, loyal, hardworking but their good work is not recognised in terms of money / position. Organisation always used them because they know that they will never leave them. Organisation give more money / position to those who are smart and give inclination to switch.

As these good people are knowledgeable hence spend time with them. You will learn maximum from them.

These people are solid trees who help you to grow. So, use them to the maximum and enjoy. Show your knowledge after learning from them. Build projects after taking their help. Be a parasite using such resources. After some time, you will forget that you used them like ladder.



## Corporate sutra 6-10

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1. First Manage yourself before managing others. Manage your communication, emotions, time. Finances, family. Once you manage self, you can be an effective Manager.
2. Bring energy and enthusiasm on the job. Your enthusiasm should be clubbed with knowledge, skill and habits.
3. Learn the art of listening, give attention to details while listening. Ask few questions but don't interrupt. Let another person speak.
4. Respect self-esteem of others. Even a junior has self-esteem. Remember to praise in public and rebuke in private.
5. Maintain good relationship with others. It will give you personal rewards.

## ईमानदारी

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इतनी बेइमानी झेली है कि कुछ याद ही नहीं,  
नई बेइमानी का लेकिन हिसाब ही नहीं .

निकाल ही लेंगे वो अपने फायदे का सौदा ,  
ईमानदारों के पास कोई जवाब ही नहीं.

सीख लें ईमानदारी अब अनुभव के साथ,  
कांटों के बिना शायद कोई गुलाब ही नहीं .

सच मान कर चलो याद नहीं रखना होता,  
झूठ की तो होती कोई बुनियाद ही नहीं .

हर जगह मौजूद हैं बेईमान जाल डाल कर,  
इन शिकारियों से ज्यादा कोई खराब ही नहीं.

डर कर ही सही ईमानदारी बेहतर होती है,  
शायद इनसे बेहतर कोई हिजाब ही नहीं.

ईमानदार रह कर तुम जिये तो शैलेश,  
लेकिन तुमसे ज्यादा तो कोई बर्बाद ही नहीं.



# Honesty

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In government offices, bribery is measurement of Honesty. But in corporate word, such corrupt practices happen only at senior level where purchase decisions are taken. Corrupt practices take place in middle level through manipulating travel/ conveyance/ entertainment bills. Many corporates accept it as unnecessary evil and avoid any action.

Honesty can be understood in 5 ways:

1. Show honesty but use corrupt practices if opportunity is given.
2. Show honesty in small trivial matters but use corruption in cases where big money is involved.
3. A joint venture of corruption with seniors. Getting a share and favour
4. Hardcore honest and reports corrupt practices, such people are most dangerous.
5. Dishonest but has no power. They project that they can get work done, and take favours. If work is done, then they take credit. If work is not done then they say sorry.

Corrupt practices should be avoided because if your name is maligned and if you are terminated then it can spoil your career.

# Incompetency

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गधे मिलेंगे बहुत बस पाल लीजिए  
नमस्ते करने की आदत डाल लीजिए.

गालियां दोगे तो वापस ही आयेंगी  
अपने गुस्से को थोड़ा सम्भाल लीजिए.

वो नहीं सुधरेंगे जिद है उनकी  
साथ जीने का रास्ता निकाल लीजिए.

खुद गलती कर बता देंगे पहचान  
आप बताने की कोशिश टाल दीजिए.

हर जगह बैठे हैं गधों के घरवाले  
शैलेश बेवकूफी भरे सवाल लीजिए.

# Incompetency

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You will meet many incompetent people around you. Most of these people are incompetent because of lack of will rather skill. They have some grudge which stop them.

One has to learn to live with them and give them tasks with low expectations.

Many times, our maximum time goes in dealing with such people causing blood pressure, frustration and agony.

It is better to keep calm and work with limited resources who are willing. Management schools will teach you various strategies to deal with such people but most of theories fail over here unless organisation believe in some development plan.

Sometimes, you may face problem of having incompetent Boss or supervisor. It is better to accept the situation and enjoy rather spreading the word around about incompetency. Try to change the team or organisation rather expecting change of supervisor.

# Inferiority complex

## हीन भावना

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मेरा ज़ख्म था जब तक हरा, हरा ही रहा,  
मेरे अंदर का इंसान था डरा , डरा ही रहा .

उसकी सोच हमेशा उसे हराती ही रही,  
उसका ग्लास था आधा भरा, भरा ही रहा .

वो लोगों के दुखों से भी आंखें फेर लेता था ,  
यूं अंदर का अहसास था मरा, मरा ही रहा .

उसका नज़रिया सिर्फ अपने में सीमित था ,  
अंधे को दिखा था जो हरा, हरा ही रहा .

वो समाज को हमेशा आईना दिखाता रहा,  
शैलेश का अशआर था खरा , खरा ही रहा .

# Inferiority complex

## हीन भावना

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In organisation, we see many candidates who always have inferiority complex due to their background / education/ English communication / looks. Smart people do not loose and opportunity to mock on them.

There are three ways of handling this:

**FIGHT:** To overcome your weakness, you can fight and report to HR with instances and evidences. There are high probability that such instances will not be repeated because they will fear that you would retaliate.

**FORGET:** it is easier to forget such incidents and prepare for future. But such reaction would cause more frustration within you. Rather you forget, try to avoid such situations so that they forget rather than you.

**FACE:** When you accept your weaknesses and work on a development plan.

**FRUSTRATE:** More you will play a victim card, more you will have guilt and frustration. But most of people remain frustrated and such frustration becomes visible on their face. You need to either fight or face the situation which will give you confidence.

# Inter Personal Behaviour

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कर मतलब के अनुसार व्यवहार  
सुन देख और स्वीकार व्यवहार.

अपने अहम को घर रख कर आ  
न कर बिल्कुल अहंकार व्यवहार.

हर एक से अब मुस्कुरा के मिल  
छिपा रख अपनी तलवार व्यवहार.

लगे ऐसा कि चाहे सबका भला  
पर अपना मकसद है तैयार व्यवहार.

अपने रास्ते छुपा कर रख शैलेश  
बना सिर्फ रास्ते के यार व्यवहार.

# Inter Personal Behaviour

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Ask a leader and they will say ability to work with a team and produce results is most sought-after quality.

IPB means maintain a cordial behaviour for the purpose of goal. IPB involve right body language, communication and emotion. It needs self-awareness of knowledge, skill and attitude so that we select a suitable stance in dealing with others.

IPB need good active listening skills so that you gain acceptance in the group. Every group has a special dynamic and you need to understand the inner currents, motivation and politics to choose your style of IPB.

Practically, understand that you have a role to play in a drama and have to show good behaviour for some time. While playing the role, you do things which is acceptable and appreciated by audience and not for you.

Your behaviour has to come from You are okay, I am okay style rather conflicting style. So learn few basic principles of behaviour and make it your style

- |                     |                   |           |
|---------------------|-------------------|-----------|
| 1. Active listening | 2. Smile          |           |
| 3. Eye contact      | 4. Avoid conflict | 5. Humour |

So, adopt a style even if it is not in your natural behaviour.

# Inter Personal Communication

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सुनने की कला मांग अपने रब से  
बेमतलब बात मत निकाल लब से.

मालूम सच हो तो छुपा कर देख  
कैसे होगी झूठ की बरसात सब से

न कर यूं व्यक्तिगत छींटाकशी  
रह जायेंगे अन्दर कुछ जख्म तब से.

कैसे बदल जायेंगे बातों के मायने  
हैरान कर देंगे ज़नाब अपने सबब से.

सुनो सब की करो मन की शैलेश  
बांध लो बस ये नयी गांठ अब से.



# Inter Personal Communication

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School teaches a lot about business communication but we learn personal communication through our own efforts.

Informal communication is done under assumption that everyone is fair and will not use it for personal gains.

Today with recordings facility in mobile, one has to be careful with informal communication.

Speak less and listen more, do not spread rumours or political statements.

Do not think that you know all, even if you know then do not give impression that you know. This tact would help you in identifying real character of people because they would weave stories around a fact which they feel that you are not aware of.

Do not interfere in personal matters like religion, family, love affair because people are very protective and possessive about their Personal space.

Always remain investigative, it would widen your vision and you will be able to judge true character. If a person is not honest with family and friend then do not remain in illusion that they would be loyal to you.

After some time, you will have a group of people who are like minded and you will have a cordial relationship with them.



## Corporate Sutra 11-15

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1. You should not regret failure. You learn from failure. Accept mistakes and innovate.
2. While dealing with people, you need to set standards and demand performance.
3. While making decisions, you need to go in details. Look for facts, data analysis, past trends.
4. Show urgency in your actions. Do something rather doing nothing.
5. Delegate what is necessary but not critical. Handle critical issues yourself.

## जॉब हॉपिंग

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यहां जॉब हॉपिंग से ही मिलती उड़ान है,  
कोई इसमें बुरी बात नहीं बल्कि सम्मान है.

हर दो साल में बाजार में आना चाहिए,  
मूल्यांकन में होता नहीं कोई नुकसान है.

बस टिक कर आप कहलाते हैं बस थके हुए,  
ईमानदार सीधा सच्चा आपकी पहचान है.

नौकरी बदल बदल कर आप बहुत सीखते हैं,  
नया माहौल नए हुनर बढ़ाते आपका मान है.

एक ही नौकरी में रह कर समझा शैलेश,  
ऐसी ईमानदारी का होता बहुत नुकसान है.

# Job hopping

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It is very funny, if you do job hopping then you are classified as job hopper but if you do not change job in three years then you are classified as unwanted in market place and considered dead.

You are a product in the market of corporate world and you should evaluate your price every two years.

You should switch jobs at every opportunity where you get more money and you have an opportunity to learn new skills.

In corporate world, there is no value of loyalty and sincerity. Same corporate will rehire you if they need your services. They will be willing to pay your current value.

But if you stay in same job then you are seen as a parasite who is not getting any offers. They will start ignoring you even if you are good at job. They would assume that either you are not interested to change or you are afraid of change.

So, don't take job hopping as stigma but treat as matter of proud.

## काम का आदमी

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किसी भी डिग्री से होती है ज्यादा प्यारी ,  
अपने आसपास की दुनिया की जानकारी .

आपका मोबाइल होता है एक हथियार ,  
गर है उसमें हर मर्ज की पूरी तैयारी.

मुस्करा कर बढ़ाते रहो अपना नेटवर्क,  
इसी से मिल सकती है सफलता सारी.

जहां भी नजर आए असमंजस में बंदा ,  
शुक्र भगवान का अब आई आपकी बारी .

काम का बंदा कभी नहीं बन पाया शैलेश,  
पर बहुत देखी है उसने ऐसी होशियारी .

# Kam ka banda

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Every organisation loves a Kam ka banda, who has connections with Police / Hospitals / Doctors / Ticket booking /Media persons/ Schools /Tour bookings / Hotel & Restaurant list. These connections can be developed with little effort, just be aware and develop such contact list in your mobile.

Meet the beat Inspector and introduce yourself, exchange number. Keep your ear and eyes open. Available services and note down the number, give your card. Believe if there is a will then there is a way of building connections. Such connections would make you popular as Kaam ka aadmi. It is win - win for everyone, when someone use services then you must visit such place again and reconfirm that their services were used because of your connections.

## Knowledge sharing

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ज्ञानी बनो पर खुली किताब नहीं  
रोक के बताओ बनो बेताब नहीं.

ज्ञान कम और तड़का ज्यादा रखना  
सलीके से कहने का है जवाब नहीं.

चेहरे पर चाणक्य सी मुस्कान रख  
छुपाने का लेता कोई हिसाब नहीं.

ज्ञान बांटोगे तो बनोगे ज्ञानी बाबा  
इज्जत होगी पर होगा रुआब नहीं.

इस ज्ञान में नशा नहीं है शैलेश  
छोटे पैग हैं कोई बोतल शराब नहीं.



# Knowledge sharing

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Sharing of knowledge is an art. Fools declare that they have knowledge and any one can take it. Management school also teaches that knowledge should be shared. However, smart people do reverse, they have the knowledge but they do not share. They focus more on presentation rather knowledge. Even if they have the instant answer, they will ask for time and present it after some time. Smart people always reveal 50 % knowledge and still keep 50% with them. They use knowledge as trump cards and keep revealing it on important occasions specially when important people are around.

You are valued more when people feel that you have more knowledge than delivered. In knowledge sharing, facial impressions play very important role.

First time when asked, they offer only smile and say No. Second time, they make a grim face and offer 25 % with a carrot that let me reconfirm then tell the rest.

If you offer knowledge for free then very soon you are labelled as Gyani baba however if you offer knowledge on insistence then you are labelled as hard worker and intelligent who worked hard to gather information and able to articulate.

So, use your knowledge on presentation and articulation. You will be a winner .

## मोबाइल बातचीत

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ऑफिस में हर वक्त मोबाइल का साथ रहता है,  
ये आपके व्यक्तित्व की हर कहानी कहता है.

तेज आवाज,अपशब्द,गालियां नहीं है भाती,  
आस पड़ोस आपके व्यवहार को बस सहता है.

बड़े नामों को सुनकर लोगों के होते कान खड़े ,  
आपकी बातचीत का सुर हर काम में बहता है.

एक सुप्रभात ,एक मीठा सुर, एक धन्यवाद जरूरी,  
सावधानी से आपके लिए एक माहौल बनता है.

मोबाइल भी खोल सकता है तकदीर के दरवाजे ,  
शैलेश इस होशियारी को आज खूब समझता है.

# Mobile communication

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It is an open communication where others also listen your conversation. Such conversations expose your personality. You can use mobile communication to build your image in positive way. Mobile communication is a skill which you need to acquire as detailed below:

1. Don't shout, use soft language. If you are not able to hear them cut the call rather shouting.
2. If talking to Seniors in office then first give your name like Good morning Mr Sharma, Amit here. People around you should notice that you are speaking to a senior. Your reply should be specific and end with specifications and time line e.g. I shall ensure that papers are sent to you by 2 PM. Thank you.
3. While receiving call from juniors or colleagues, don't start shouting or making fun in front of public. Ask specific questions and give answers.
4. Many people also drop names, or take fake calls from consultants or competition to show that you are in demand.
5. Use headphones where ever required but remove it when not using so that you can make personal conversation with others.

Use mobile as a tool to impress. It should show that you are busy, suave, confident, in demand. This exhibition can be real as well as fake.

## Objections

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गतिरोध का अंदाज निराला है, तो है  
कमियों को ढूंढ निकाला है, तो है.

इजाज़त दी तभी तो लोग गुज़रे  
खुद इस हाल में ढाला है, तो है.

गुनाह कहां दिखता है अंधेरी का  
घर में अब यूं उजाला है , तो है.

वो जो नज़र आते सफ़ेद कपड़ों में  
लेकिन उनका दिल काला है, तो है.

बहुत जज़्बात छुपा रखे हैं शैलेश  
अब उनको दिल से निकाला है, तो है.

# Objections

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Why are we afraid of Government officers because they learn the art of raising objections?

In Management, you have two choices either become a Doormat where every thing moves or become a road barrier where everything stops. So, question is whom will you respect more?

Doormat is taken for granted and everyone uses Doormat to clean the dust around them by taking advise, sharing pains etc. Doormat does not object and accept all dust because management school have taught them to remain positive and focussed. Doormat believe in being good team player.

Whereas Road Barriers are smart, they raise objections, use jargons to confuse and earn respect. Barriers bring perspectives and argue their point of view. They earn sympathisers and admires very soon. Most of such sympathisers are fence sitters and get carried away very soon.

There is a difference in negativity and constructive objection. When you make faces and say No to an idea then you are spreading negativity. But you show positivity when you look involved, show keenness to know more, ask questions and then raise objections.

So be a Road Barrier rather Doormat.



## Corporate Sutra 16-20

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1. Build your name through successful completion of project. Choose your team with prudence so that you complete within deadline. कहते हैं " काम ऐसा करो कि नाम हो जाए ,और नाम ऐसा करो कि नाम सुनते ही काम हो जाए ".
2. Avoid worries by thinking about future. Live for today, don't think about tomorrow. कहते हैं " कल होगा क्या , क्या पता क्या खबर "
3. Give your best but be ready for the worst. Worries of the future will spoil your health and performance. कहते हैं " गर खोल लेते दिल यारों के साथ , तो नहीं खोलना पड़ता दिल औजारों के साथ "
4. Explore all problems with magic of 5 W: What, when, where, why, who. Once you have answer of 5 W then plan one H i.e. How.
5. : Accept the fact of inevitable, plan how to handle rather looking for ways of avoiding the inevitable.

# Partiality

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नज़र आयेँ रास्ते तो चलना चाहिए  
शतरंज खेल का वज़ीर बनना चाहिए.  
खाने के और दिखाने के अलग दांत  
यूं बर्ताव माहौल देख रखना चाहिए.  
आपको भी होगी जरूरत तरफदारी की  
आज़ हमें उनका ख्याल रखना चाहिए.  
अपनी काबिलियत में इसे करो शामिल  
तुम्हें मौके के अनुसार बदलना चाहिए.  
तुम एक सफ़र में रहते हो शैलेश  
उन रास्ते के निशानों को पढ़ना चाहिए.



## **Partiality/Favouritism (this is not taught in Management school)**

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All school teach about being fair and not to show partiality however every work place is like a chess board and you are supposed to make right moves. Whether you are like it or not, you will be labelled belonging to a camp.

Right type of manoeuvring which require favouritism, partiality is needed. You should be smart enough to join right camp which seems to be winning. These camps have multiple agendas and work on the principle of " You scratch mine and I scratch yours ". Joining a camp requires lot of networking which pays in future. These camps take care of interest and ensure progress.

As there is no written contract hence you have the option to switch camps at right opportunity

So, favouritism and partiality are integral part of chess game where you are a player as well as a pawn.

So, go ahead and begin your move.

## Power of silence

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खुद की एक आवाज है चुप रहना  
सन्नाटे में परखा साज है चुप रहना.

गर हुए हो किसी दुविधा में बीमार  
अपने में समेटे राज है चुप रहना.

बनाने दो अनुमानों का यूँ पहाड़  
राजनीति का इलाज है चुप रहना.

क्यूँ हराना किसी को बहस में पड़  
खुद एक एतराज है चुप रहना.

बहुत झंझटों से बेदाग आया शैलेश  
बनाया उसने जो रिवाज है चुप रहना.

# Power of silence

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Is not it better to keep silent and let people guess on our intelligence? Or we speak and let people find out about our intelligence.

Silence is very powerful weapon and works best if you are stuck among highly smart group. India had seen two successful Prime Ministers like Narsimha Rao and Manmohan Singh who used silence in lethal way. We all know story of Kalidas who was considered as Man of wisdom due to his silence.

Silence should be used as strategy in many cases given below:

1. In situation of unnecessary arguments which is about your employer or boss.
2. Keep silent whenever you are in doubt about your knowledge.
3. Whenever you want to buy time in deciding about things.
4. When you have to take sides in delicate situations.
5. When you want to show your resentment.

Silence works wonderfully well in your favour because you will always be considered a balanced person and man of few words.

You will develop followings if you keep silence and remain calm.

# Pressure

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टूट सकती है कमर इतना झुकाना मत  
अपनी उम्मीदों को इतना बढ़ाना मत.

पहले उन्हें काफिले में शामिल तो कर  
बिना बताए किरदार उनको डराना मत.

धीमे-धीमे कर बना सबको काबिल  
नाकाबिलों साथ पुलाव पकाना मत.

मालूम हैं उन्हें असफलता के नतीजें  
जबरदस्ती आप मंजर दिखाना मत.

जोश भर कर आसमां मुठ्ठी में शैलेश  
सपनों के खातिर उसे जगाना मत.

# Pressure to get the work done

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(This is not taught in Management School)

Pressure is common when you are told about consequences if work is not done or target is not achieved. When pressure is built, it causes three effects

1. Work is done with dissatisfaction.
2. Work is not done causing stress and fear.
3. Revolt and scheming.

Many times, automatic pressure is built when everyone owns the project and feels attached to the target. Such pressure is called positive pressure.

When work is pressurized without sharing its value in full project then it causes negative pressure.

So, try to build positive pressure by involving people, sharing their role, goal. Don't change the goal post, then it leads to frustration.

Undesired pressure can cause revolt and aggressive behaviour because pressure can be put up to a level only else pressure breaks leading to isolation.

## मुश्किलें

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मुश्किल को समझना और समझाना चाहिए,  
अपनी ज़रूरत के हिसाब से दिखाना चाहिए.

मुश्किलों में छिपा है कामयाबी का राज़,  
आसान को भी ज़्यादा मुश्किल बताना चाहिए.

अपने चेहरे पर लाओ चिंता की लकीरें ,  
बहुत परेशान हो ऐसा जताना चाहिए.

तीन दिन बोलकर आप एक दिन में कर दें,  
अब आपको ताली तो बजवाना चाहिए .

खाने के और दिखाने के दांत अलग शैलेश,  
अपनी अहमियत को इस तरह पाना चाहिए.

# Problems

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You are paid to solve a problem. It is up to you how you define a problem.

Honest people would state that problem is very simple and will be resolved in one hour. Smart people would say that problem is

complex and may take three days. They would build complexity around problem. They get applaud when they resolve in three hours.

The whole corporate world is surrounded by 80 % donkeys and 20 % horses.

It is up to you that which clan you want to join.





## Corporate Sutra 21-25

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1. Do not fall in the trap of comfort zone. Comfort zone keeps you away from excellence and you choose average performance just to retain your job. Experience helps you to understand rules of game, but use it for your progress.
2. Your worth is in your mind, you are like a currency note whose value does not change even if it is thrown on road or dustbin. Have trust on your ability . Remember tough people get going when going gets tough.
3. 10 years' experience is equal to one-year experience if you repeat the same work for 10 years. When you do the same work, you get rusted. Hence it is better to take new roles and learn new skills so that you can claim that you have 10 years' experience.
4. Though offices feel proud of open culture but top management still wants respect and does not expect disagreement. If you still pursue with your disagreements then you will be labelled as negative, trouble maker. If you still want to make a point then produce data and keep your tone right.
5. Top Management have an agenda and they will play all games to bring every one back to agenda. They know the agreement points from the beginning but they may do full day brain storming to prove that they are professionals. The earlier you understand, the better it is.

## समय पर

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किसी भी एबिलिटी से बैटर है पंचुअलिटी,  
कॉर्पोरेट वर्ल्ड की यही तो है कड़वी रियलिटी .

आपका चेहरा जब वक्त पर नज़र आता है,  
आप को कोई भी नहीं अब बनाएगा गिल्टी .

आपकी काबिलियत रह जाती है आधी,  
लेट लतीफों की खराब होती है यूं पर्सनेलिटी .

कोई एक्सक्यूज नहीं होती लेट होने की,  
बस आपके अंदर का सर्किट होता है फ़ाल्टी.

देर से पहुंच कर अब समझ पाया शैलेश,  
क्यों जरूरी है इस दुनिया में पंचुअलिटी.

# Punctuality

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Punctuality is most admired habit in Corporate world. It is such qualification which increases your value by 2x. If you are average in work but punctual then your value will be more than another employee who is above average but not punctual.

Corporate world is very funny here punctuality is more important than productivity. So be the first 10 person who reach office, be seen before meeting begins. It does not matter that you spend more time in canteen/ smoking break or loitering.

## Race

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दौड़ में हो तो बस उड़ान की सोचो  
ज़मी की नहीं आसमान की सोचो.

ऐलान कर के दौड़ में हो शामिल  
न जीतने पर हुए अपमान की सोचो.

जोड़ो सभी रसूखदारों से रिश्ते  
फिसले न किसी का ईमान की सोचो.

मुकाबले में हैं और भी तैयार सूरमा  
उनके भी हैं बराबर अरमान की सोचो.

नहीं हो दौड़ में तो अच्छा है शैलेश  
कैसे रहें सोते चादर तान की सोचो.

# RACE

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Undoubtedly you are in a race but you should not run without purpose and patience. Moreover, check the ground rule and ground before you decide to go for race. Sometimes, you know that winners are redecided so what is the use of joining such race. Be a keen observer of all participants, their strength and weaknesses. Develop your strategy, focus area and review system.

## **Few tips**

1. Did you inform that you are in race?
2. Every three year, you must aspire for new role and responsibility.
3. Develop networking skills, market your achievements.
4. Prepare roadmap and share.
5. Show willingness for change of location, department.

Nothing will come by chance and by being passive player, show your frustration and anger when your name is not visible.

## भक्ति

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देखो भगवान का हर दुनिया में होता डर है,  
भगवान से भक्ति का हर हाल में असर है.

मूर्ति और चित्र को हमेशा रखिए साथ ,  
आपकी भक्ति पर हर कर्मचारी की नज़र है.

कोई नहीं जानता आपकी भक्ति की सच्चाई,  
आपके नाटक की यहां किसको खबर है.

भक्ति को बनाइए अपनी उन्नति का साधन,  
लोग नहीं देखते कि आपके काम में कसर है.

इंसानियत को धर्म मानता रहा शैलेश,  
भगवान के लिए तो होता आपका घर है.

# Religion

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In Indian corporate world, religious practices are great binder. Whether you are religious or not but use religion as strategy. You need to use religion as influencer by keeping a photo or idol of God on your desk. Always bend your head in front of idol, so that other colleagues see you as God fearing person. This image builds your reputation as sincere person. Ensure that you bring bundi on Tuesday and offer parshad to everyone. Show that you are fasting on Navratra . Such persons are always appreciated in the corporate world. Have full breakfast in morning but say you are fasting. While you are doing hard work during fasting, you spread the news that are very religious and religious people are perceived to be better.

Use this psychology in corporate growth.

## गोपनीय

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गोपनीयता की उम्मीद रखना बेमानी है,  
अपनी कहानी किसी को नहीं सुनानी है.

लोग तो रुमाल और कंधा लिए बैठे हैं,  
उन्हें भी तो सहानभूति जरूर दिखानी है.

लोग नमक और मिर्ची लगा सुनाएंगे किस्से ,  
आपके घर की बात है क्यों बाहर लानी है .

काम के आदमी से बनेंगे परेशान आदमी,  
ऐसी छवि आपको कभी नहीं बनानी है .

दिल खोलना ही है तो दोस्तों से खोलिए ,  
शैलेश को भी बस यही बात सिखानी है.



# Secrets

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Every one of us has some personal secrets. Wisdom says that you should keep your secrets and do not share with any one. Wisdom also says that you cannot expect others to keep your secrets. So, do not share with any one in office whatever situation you face.

Others in office are interested to know your personal secrets. They are interested to know your problem and not in offering solutions. Do not play victim card, because these colleagues are not well-wishers but would harm you at a given opportunity. Do not carry your family problems and share with your boss or colleagues. Such behaviour maligns your image. You will find that your family matter is being told with salt and pepper.

This also means that a smart worker would be ready with shoulder and handkerchief to listen to story and malign your image.

Be a smart worker rather a victim card holder.

# Self Marketing

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तुम करो हमेशा अपनी दुकानदारी,  
किसने कहा जरूरी है ये ईमानदारी.

कौन अपनी कमजोरी को बताता है,  
सच बोलने में नहीं कोई समझदारी.

आप एक सामान हैं भरे बाजार में,  
अपने विज्ञापन में है सच्ची दिलदारी.

अपने आप को महंगा बनाने के लिए,  
जरूरी थोड़ी कलाकारी थोड़ी रंगदारी .

ठोकर खाकर ये समझा है शैलेश,  
झूठे लिबास में है सब दुनियादारी.

# Self-marketing:

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Marketing of self is vital in corporate world. It may not be important if you are decorated with IIT / IIM but candidates from B category institute need to market. Do short term certificates and add in your bio data? Remember success stories and add.

These are facts but need to project 3 C: Clothes, Confidence and communication. Have limited wardrobe but have the best branded. Show off with best shoes, watch, pen, handkerchief, wallets etc. Work on your Resume, take help of professionals. Use the correct grammar.

Practice confidence in front of friends and mirror. Work on your body language, hand movements, hand shake, smile, posture etc.

If this practice increases your monthly income from Rs 50000 per month to Rs 60000 per month then what's wrong.

Work on your communication, especially during interview. There are few common questions, like Introduce yourself, what is your strengths, why you want a change. This communication practice would help you in increasing your price.



## Corporate Sutra 26-30

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1. Either you are a running Horse or an also ran Horse. Mistakes of running Horse will be ignored but Management will find faults and reprimand if you are Also Ran. कहते हैं " ये रास्ते हैं कॉर्पोरेट के , चलना संभल संभल के. गिर गए तो दूसरा बढ़ेगा तुम्हारे ऊपर चढ़ के ."
2. Always remain in eyes of Top Management, either by performance or by sycophancy. Keep crying in front of influencers, only a crying baby deserves milk. Build narratives and optics around your performance. If not doing well then blame your juniors or boss. Remember your boss is also playing games. Develop s network by being in good books. Sycophancy helps.
3. Your performance is a mix of appraisal ratings and perception about performance. Your rating may be good but it can be attributed to chance / team / one client. This is done through perception management. So, you not only be good in your work but also build perception that you are good. In same way, an average person can call himself a victim of circumstances through Perception Management.
4. Either you use others or be used by others. Everyone is using others for their gain and benefits. Personal gain is important than the gain of organisation. Be a smart worker, and not a hard worker. Smart worker always looks for opportunities and throw the ring. A Hard Worker keeps working and believe that someone will

notice. कहते हैं " मेरी मेहनत का बस यही सिला निकला, और मेहनत करने का बस फैसला निकला" .

5. Start documenting all achievements or failures. Collect mails where you have been given a responsibility and the result has been achieved. Documentation and records would help you in building your case.



# Self Perception

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दुखड़े सुन कर काम आसान करें  
सहानुभूति दें और आराम करें.

इंसान समझता है खुद को महान  
आप मान कर उसे प्रणाम करें.

आपके रास्ते अलग मकसद जुदा  
यूं सुधारने में न वक्त हराम करें.

धोखा न खाता तो कहीं और होता  
इन विचारों से प्यार सुबह शाम करें.

उनकी बेवकूफी पर हंस शैलेश  
हंस कर चीअर ले कर ज़ाम करें.



# Self-Perception

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It means each individual form a self-image and live with that. All palmists and astrologers use theory of self-Perception and fool people because most individuals try to justify their current state. These justifications are very common:

1. I am a victim of circumstances
2. No one understand me.
3. I come from small town, I did not attend good school.
4. My health has not been good
5. My friends, relatives cheated me.

This is human nature, they will always feel victimised and they love those people who agree with that and support them in their justifications.

Management school try to teach you to break this wall of self-justifications through counselling and intervention. These interventions have a short time impact and person goes back to self-justifications.

A smart person would play the victim card, earn respect and use the person for own benefits. This is very easy to caress a person and move on. Smart person is not a reformer but an achiever.

So, make others feel important, who could have done much better if things have been right for them. . Use Self Perception for your benefit and move to next level.

# Showman

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ठीक है थोड़ी ईमानदारी रखना  
पर जरूर उसकी दुकानदारी रखना.

जो दिखता है वही बिकता है हज़ूर  
आओ मौके पर नज़र तैयारी रखना.

काम करना जरूरी नहीं है यहां  
पर सफलता में हिस्सेदारी रखना.

काम वही जो दिलाए अपनी पहचान  
निज़ाम से हमेशा तरफदारी रखना.

तुझसे नहीं ये हो पायेगा शैलेश  
बोरिया बिस्तर समेट दिलदारी रखना.

# Showman

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One should know how to market good words like hard working, committed, sincere, honest. In eyes of important people, you should look hard working, sincere types. You can create such perception by being present at right moments. No one will notice you unless you want to get noticed.

Few tips

1. Check mails of last 15 days and see what messages are coming from top, be first to do and put on record.
2. Check the priorities, first finish work which comes from bosses.
3. Get nominated for all Green flag, employee of month and such HR initiatives.
4. In meetings, ask questions and offer suggestions in flowery language.
5. Always be 15 minutes early whenever top bosses are coming or calling a meeting. Ensure you are well groomed and well dressed.

These are few tips which will expedite your path to success. Promote yourself to get promoted.

## दिखावा

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जैसे मंदिर में ज़रूरी होता है चढ़ावा,  
वैसे कॉर्पोरेट वर्ल्ड में चाहिए दिखावा .  
लोग आपके काम को तो बाद में देखेंगे,  
पहले तो नज़र आता है देखो पहनावा .  
अपनी डेस्क को पहचान बना कर देखो,  
करना पड़े उसके लिए कितना भी छलावा,  
जितना खर्च करोगे खुद को सजाने के लिए,  
उतनी ही कीमत मिलेगी तुम्हे करते हैं दावा.  
अपनी अकड़ में फक्कड़ बन घूमा शैलेश,  
वो नहीं समझ पाया आडंबर का दिखावा.

# Show off

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The corporate world loves show off. Keep few books on your desk, there is no need to read the book but read reviews of book. You can now discuss the contents like an expert. Remember the name of Author and other publications by Author.

Buy business magazines and paper, even if you do not read it. Use a highlighter to highlight few articles. If someone discusses a topic then keep smiling which means that topic is known to you and it is too trivial to comment.

Keep your desk clean and organised. Display some trophies and certificates duly framed. If you do not have it then buy few from market.

Four essentials to build your image:

1. Good quality jacket, always keep it hanging on your chair. Wear it when going for meetings.
2. Buy a Ray-Ban, keep it on your table.
3. Brand of Mobile. Even a second-hand Apple mobile will do. Keep another mobile for use but use Apple whenever you are in meetings
4. Buy a good organiser and carry it. Use highlighters and paste ups to show that you are organising .

# Smile

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चेहरे पर अब चेहरा लगाना सीख  
छुपा जज़्बात मुस्कुराना सीख.  
कर काम अच्छा तो बाहर निकल  
दुनिया को बताते मुस्कुराना सीख.  
गुस्सा, जलन, उदासी नज़र हैं आते  
तू मत दिखा यूं मुस्कुराना सीख.  
नहीं चाहता कोई थके झुके चेहरे  
बहुत जल्दी समझ मुस्कुराना सीख.  
लगा आईना और कर कोशिश शैलेश  
बस बैठे बैठे यूं मुस्कुराना सीख.

# Smile

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We all are salesman as we are selling ourselves in all places like organization, groups and colleagues.

A good smile is the most important quality of a salesman. So, you must keep a very attractive smile on your face.

Practice the smile in front of mirror, take photos and see which smile suits you most. If we have not practiced then we shall have squirm or artificial smile which works against you.

Management school must take lessons on smile techniques. Smile works as advertisement of your good work. You may be a good worker but you need to advertise with Good smile.

Smile is the shortest mile which can take you places.

So smile .

## सोशल मीडिया

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बहुत दुधारी हथियार है सोशल मीडिया,  
दिखाने वाली तलवार है सोशल मीडिया.

लिंकड इन निखार सकता है व्यक्तित्व आपका,  
टैलेंट हंटर का दरबार है सोशल मीडिया.

फेस बुक में जोड़ो कॉर्पोरेट लीडर्स को,  
एक अनोखा व्यवहार है सोशल मीडिया.

विशेषज्ञों की ज़रूरत लेनी चाहिए आपको,  
सबके फायदे का व्यापार है सोशल मीडिया.

बदलते माहौल को समझ नहीं पाया शैलेश,  
उसके लिए तो बेकार है सोशल मीडिया.



# Social Media

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In corporate world, your social media profile plays a critical role. There are professionals who build your corporate image through Linked in / Face book / Instagram.

Use their services to work on a strategy, later you should update it with your wisdom, future movements, requirements and personal goal. This is a very prudent investment which you should do for your career. Have two accounts one in your official name and other in your family name. Your corporate identity should be built with books you read / conferences attended / new learning / Corporate leaders you met / awards you won. You should also add articles from magazines / social media which proves that you use your time and energy in developing self rather frivolous reels. You can also build a library of motivational videos and reels. Start praising the organisation where you want to move on your social media. Start commenting on their practices / products / strategies. This builds a positive orientation. Give at least two hour per week in your social media profile.

Today, social media is checked by all recruiters and talent hunters. If your presence is felt then they will be interested and approach you. All middle and senior positions are filled through networking and talent hunters.

Best wishes for excellent social media presence.



## Corporate Sutra 31-35

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1. Money is everything, remember you are working to earn more. Always look for opportunities where you can earn more. Ask for at least 30 % more whenever switching. Also check the earning of peers, and ask for money. If your output can be more than the money paid to you, you are safe. कहते हैं " पैसा खुदा तो नहीं, पर खुदा से कम भी नहीं"
2. Emotional intelligence is very important in corporate world. Do not react in any situation, take deep breaths and reflect the incident. Be reflective rather reactive. Your one bad comment or behaviour overtakes any good work done by you. कहते हैं " जब कोई बात कब , कहां और कैसे देखकर कही जाती है, तभी उस बात की अहमियत सुनी जाती है."
3. Work life balance is necessary. You are working for happiness of family. So, manage your time. Nothing will stop if you take one leave in 15 days. Take one long planned holiday of 7 to 20 days every year. Nothing stops and keep moving whether you are there or not. No one is so important that a work is stopped. कहते हैं " सुबह होती है फिर शाम होती है। जिंदगी बस यूँ ही तमाम होती है" . " सुबह उठेंगे फिर ऑफिस जाएंगे, शाम होगी और घर आकर सो जाएंगे ".
4. Learn to say No, when asked for help by any one other than your team or supervisor. Assert yourself whenever

you speak from your position of strength and when you think you are right. Build your narrative with data, recorded emails. If you are assertive and deliver results then you are respected as Manager.

5. Don't be under impression that your organization is loyal to you if you have been loyal to organisation. Loyalty is a very old school world. You are as good as per your last rating , your salary, your role and your replaceability . No one is irreplaceable. Don't be an illusion that you are running the organisation. People respect you till you are influential.



## Sweet Talk

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बिगड़ी बात बनाते मीठे बोल  
सबको हमेशा सुहाते मीठे बोल.

इतनी जल्दी गुबार बाहर न निकाल  
माहौल खुशनुमा बनाते मीठे बोल.

कोई गुस्सा करे तो उसकी मर्जी  
उसे फिर ठंडा कराते मीठे बोल.

तारीफ अपनी सभी को है पसंद  
तुम्हारा क्या है ले जाते मीठे बोल

बात कहने का तरीका सीख शैलेश  
चापलूसी कहां सिखाते मीठे बोल.

# Sweet Talk

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Sweet talk is form of communication where we use charming words, comfortable tone and pleasant face.

It does not mean sycophancy, it means talking less but talking only sweet words which brings good feelings in mind of listener, send positive vibrations. Sweet talk is a total ban on bad mouthing or criticism or finding fault. Any talk which generates negative vibrations or offensive reaction should be stopped.

Sometimes saying nothing and smiling is also a sweet talk.

It requires lot of patience, reflections, calmness to learn sweet talk but what else can give you such excellent returns without any investment. Move around, you will find people with average competence are very successful. If you talk to them, you will find the secret i.e. sweet talk.

They also have same anger, contempt, frustration but they hide all and use sweet talk. So, if you are an average person and want to have extra ordinary success then use formula of sweet talk.

# Tact

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कुछ होगी कमजोरी जान लीजिए  
उसकी एक मजबूरी जान लीजिए.

झंझटों से बच कर निकल जाना  
काम ज्यादा जरूरी जान लीजिए.

वायदा ऐसा कि निभाना न पड़े  
बातें कर आधी अधूरी जान लीजिए

कोई न अपना न कोई पराया  
रख बराबर की दूरी जान लीजिए.

कहने के लिए घर से निकला शैलेश  
बात न कर पाया पूरी जान लीजिए.



# Tact

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It is the ability to handle people and situations successfully without causing any offence. For management, tact is more important than knowledge, intelligence or seniority.

In Tact, work to be done is most important. Here a tactful manager uses all levers sacrificing the values, hierarchy, rules, regulations. Tact require lot of negotiations, give and take, carrot and stick.

Tact is part of personality and not taught in any Management school.

## बिनमांगी सलाह

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बिनमांगी सलाह को आप बढ़ावा न दें ,  
ये समाधान लाएगा ऐसा छलावा न दें.  
ये कोई जरूरत नहीं बस एक आदत है,  
हम हर मर्ज की दवा हैं ऐसा दावा न दें.  
हर ऑफिस में मिल जाएंगे ऐसे धुरंधर,  
ऐसे भगवानों को बिल्कुल चढ़ावा न दें.  
लोग आए आपके पास सलाह के लिए ,  
यूं बनाकर ऐसी छवि को बढ़ावा न दें .  
अब आप जिम्मेदार सहकर्मी बने शैलेश,  
सलाह देकर यूं दूसरों को दिखावा न दे.

# Unwanted advice

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Every office has known all advisors.

Whether you want or not, these advisors will come to you and offer unsolicited advice.

There is no harm in taking advise from them because it helps you in identifying strength and weakness of your colleagues. It also helps you in understanding office dynamics. Ask questions to know more but advisors should not feel that you are using them.

## ज्ञान

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मुफ्त का चंदन खुद पर ही मलना होगा,  
औरों को नहीं खुद को बदलना होगा.

कोई नहीं मानेगा तुम्हे अनुभवी विद्वान ,  
अपने अहम के साथ अब जलना होगा

कोई नहीं चाहता ज्ञानी बाबा की कहानियां,  
नए ज्ञानियों को तुम्हे यूं ही समझना होगा .

तुम्हारा व्यवहारिक ज्ञान ही है भविष्य ,  
अब किताबी ज्ञान से तुमको डरना होगा .

अपने ज्ञान को छिपा रखो अपने भीतर,  
अपने अंदर ही ज्ञान को बस भरना होगा.

इस माहौल को समझो तुम आईना शैलेश,  
इस आईने में खुद को बस रोज़ परखना होगा.

# Value of knowledge

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In corporate world, no one likes Gyaneer baba. People think that they have plenty of knowledge but others may not agree and would always question your knowledge.

To avoid such conflict, it is better not to show off your knowledge while making an oral communication. But you should show your knowledge and wisdom in written communication reports but avoid while making presentation.

Knowledge is a matter of self-realisation not to show off in corporate world. Slowly, organisation understands your knowledge and give due credit. But they will not do if you are proud of your knowledge.

## शराब, सिगरेट और जुआ

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फेविकोल के जोड़ से भी होता है ज्यादा ,  
शराब के एक पैग के साथ दोस्तों का वादा .

सिगरेट की न उठती हो तलब आपको,  
फिर भी सिगरेट के कश का करो इरादा .

जुआ भी जरूरी होता है इस दुनिया में,  
भूल जाओ ऊंचे विचार और जीवन सादा .

इस हम्माम में तो सभी नंगे होते हैं हुजूर ,  
सभी बराबर हैं यहां देखो नर हो या मादा .

अपनी नाकामाबियों को छिपाता है शैलेश,  
पहन कर अपने इन उसूलों का लबादा .

# Vices - Alcohol, smoking and gambling

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These are not vices but those that offer stronger bond than fevicol.

Most corporates would have Drinking / smoking and gambling group where your future is written.

Whether you like it or not, join the group. Enjoy the company by sipping only once and throwing the rest. You are seen as member of gang when you enjoy such company.

That is the only religion which is followed in corporate world. Be in control and see how your seniors are behaving.

Never go out of control, always remain in senses to understand office dynamics





## Corporate Sutra 36-40

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1. Don't feel jealous of promotion of your colleagues. Go and congratulate him, do not spread word about him and how he got promotion. The news of bad mouth ultimately reaches your colleague. It is advisable to keep your feelings inside, do not build complexes and take reactive action because you will not only loose a colleague but also be in bad book of HR. कहते हैं " ऐसे वैसे कैसे कैसे हो गए , कैसे कैसे ऐसे वैसे हो गए."
2. Don't be a Donkey. If you are happy to take work load without objection then you will be loaded with more work. This is the tendency. You will observe that 80% of work load is done by 20 % of colleagues because they do not object. Please note that you miss bigger opportunity because you are busy in trivial matters of office. कहते हैं " न मिला है न मिलेगा कहीं आराम , मैं फंसा रहा और करता रहा वहीं काम . जिन्होंने कहा कि आप हैं ऑफिस की शान , उन्हीं को करता हूं आज मैं सलाम."
3. We, the Managers, are doing the impossible for the ungrateful for a hope of salary and recognition. We have been doing it for years that we have forgotten that we are working like slaves for some appreciation, better future. If we do the same hard work in running a shop, then we will be earning much more and would leave a legacy for future generations. You need to be selfish and think the value of your one hour. Take the risk and be an employment generator. " कहते हैं, कुछ बेवकूफ

लोग , बेवकूफ बनाने के लिए , बेवकूफों की मदद से, बेवकूफों के खिलाफ बेवकूफी करते हैं."

4. No one is unlucky in this word. Luck is relative. Some one good luck can be bad luck for others. By calling yourself unlucky, you lose your strengths to fight with more vigour. Bad luck may also tell you, that opportunities are somewhere else. You can see many real life examples where one bad luck has opened doors in other directions. कहते हैं " ऐसी कोई रात नहीं, जिसकी कोई सुबह नहीं. "
5. Each friend in work place is also your enemy. They are your friends till you are of any use to them. कहते हैं " दोस्त बन बन के मिले मुझको मिटाने वाले , हमने देखे हैं बहुत हमको चाहने वाले "

# Corporate Fables

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( Compiled , not original taken from internet and books )

Cash = KASH . If you want to earn cash then start working on KASH i.e

K= Knowledge : Work on what is expected from you , subject matter , product and processes .

A : Attitude : Your thoughts on your work / team / role / goal . Your attitude will determine your altitude .

S: Skills : Do you have skills to complete your task ? You need to acquire skills of your role as well as role of your supervisor which you are aspiring .

H : Habits : Your work habits include Punctuality / Responsibility / Documentation / Priority / Social Interaction/ Your personal grooming . Your Habits help you in building Perception around you.

The most important role is played by your attitude so work on that .

# Story of Farmer / Goat and Horse

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There was a farmer who had a horse and a goat.....

One day, the horse became very ill and he called the veterinarian, who said: “Well, your horse has a virus. He must take this medicine for three days. I’ll come back on the 3rd day and if he’s not better, we’re going to have to put him to sleep.”

Nearby, the goat listened closely to their conversation. The next day, the Vet gave him the medicine and left. The goat approached the horse and said:

“Be strong, friend. Get up or else they’re going to put you to sleep!”

On the second day, the doc again gave him the medicine and left. The goat came back and said: – “Come on buddy, get up or else you’re going to die! Come on, I’ll help you get up”.

Let’s go! One, two, three... but the poor horse wouldn’t get up! On the third day, the Vet gave one look at the horse and said:

“Unfortunately, we’re going to have to put him down tomorrow. Otherwise, the virus might spread and infect the other horses.”

After they left, the goat approached the horse and said: “Listen pal, it’s now or never! Get up, come on! Have courage! Come on! Get up! Get up! That’s it, slowly! Great! Come on, one, two, three... Good, good. Now faster, come on..... Fantastic! Run, run more!

Yes! Yay! Yes! You did it, you’re a champion!!!”

All of a sudden, the owner came back to the farm, saw the horse running on the field and began shouting: "It's a miracle! My horse is cured. We must have a Grand celebration...

Let's cook the goat!!!!"

**Lesson to Remember:** 'Whatever you do, always mark a Cc to your boss'.

### **Story of Boss Vs Employee**

A sales representative , an administration clerk and the manager are walking to lunch when they find an antique oil lamp. They rub it and a Genie comes out in a puff of smoke.

The Genie says, "I usually only grant three wishes, so I'll give each of you just one."

"Me first! Me first!" says the admin clerk. "I want to be in Goa, driving a speedboat, without a care in the world." Poof! She's gone.

In astonishment, "Me next! Me next!" says the sales rep. "I want to be in Andamans , relaxing on the beach with my personal masseuse, an Endless supply of Beer and the love of my life." Poof! He's gone.

"OK, you're up," the Genie says to the manager. The manager says, "I want those two back in the office after lunch."

**Lesson to Remember:** Always let your boss have the first say.

**Lesson to Remember:** Always be well informed in your job, or you might miss a great opportunity.

# Story of Crow and Top Management

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A crow was sitting on a tree, doing nothing all day. A small rabbit saw the crow, and asked him, "Can I also sit like you and do nothing all day long?" The crow answered: "Sure, why not." So, the rabbit sat on the ground below the crow, and rested. All of a sudden a fox appeared, jumped on the rabbit and ate it.

**Lesson to Remember:** To be sitting and doing nothing, you must be sitting very, very high up.

## Story of Turkey and Bullshit

A turkey was chatting with a bull. "I would love to be able to get to the top of that tree," sighed the turkey, but I haven't got the energy." "Well, why don't you nibble on some of my droppings?" replied the bull. "They're packed with nutrients." The turkey pecked at a lump of dung and found that it actually gave him enough strength to reach the lowest branch of the tree. The next day, after eating some more dung, he reached the second branch. Finally after a fourth night, there he was proudly perched at the top of the tree. Soon he was promptly spotted by a farmer, who shot the turkey out of the tree.

**Lesson to Remember:** Bullshit might get you to the top, but it won't keep you there.

# Story of Bird and Cat

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A little bird was flying south for the winter. It was so cold the bird froze and fell to the ground in a large field. While it was lying there, a cow came by and dropped some dung on it. As the frozen bird lay there in the pile of cow dung, it began to realize how warm it was. The dung was actually thawing him out! He lay there all warm and happy, and soon began to sing for joy. A passing cat heard the bird singing and came to investigate. Following the sound, the cat discovered the bird under the pile of cow dung, and promptly dug him out and ate him.

## **Lesson to Remember:**

- 1) Not everyone who shits on you is your enemy.
- 2) Not everyone who gets you out of shit is your friend.
- 3) And when you're in deep shit, it's best to keep your mouth shut!

**Lesson to Remember:** If you share critical information in time with your stakeholders, you may be in a position to prevent avoidable exposure.

## **40 Success Quotes ( Compilation)**

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1. The best way to predict your future is to create it.”
2. “Give me six hours to chop down a tree and I will spend the first four sharpening the axe.”
3. “You cannot escape the responsibility of tomorrow by evading it today.”
4. “You can fool all the people some of the time, and some of the people all the time, but you cannot fool all the people all the time.”
5. “You cannot help people permanently by doing for them what they could and should do for themselves.”
6. “I do not think much of a man who is not wiser today than he was yesterday.”
7. “Attitude is a little thing that makes a big difference.”
8. “The pessimist sees difficulty in every opportunity. The optimist sees opportunity in every difficulty.”
9. “Success always demands a greater effort.”
10. Optimism is the faith that leads to achievement. Nothing can be done without hope and confidence.”
11. “Alone we can do so little; together we can do so much.”
12. I’d rather regret the risks that didn’t work out than the chances I didn’t take at all.”
13. “The most effective way to do it, is to do it.”



14. "Practice creates confidence. Confidence empowers you."
15. "I'm my own biggest critic. I always push myself to go harder than before."
16. "I'd rather regret the risks that didn't work out than the chances I didn't take at all."
17. "“If you don't build your dream, someone else will hire you to help them build theirs.”"
18. Every problem is a gift — without problems we would not grow.
19. Have the end in mind and every day make sure you're working toward it.
20. Some people want it to happen, some wish it would happen, others make it happen."
21. Failure is a great teacher and, if you are open to it, every mistake has a lesson to offer."
22. Be persistent and never give up hope.
23. Life is like riding a bicycle. To keep your balance, you must keep moving."
24. Nothing is impossible. The word itself says 'I'm possible!
25. All we have to decide is what to do with the time that is given to us."
26. "All dreams are within reach. All you have to do is keep moving towards them."
27. Yesterday is but today's memory and tomorrow is today's dream."

28. Life is 10 percent what you make it, and 90 percent how you take it.
29. There are no regrets in life. Just lessons.
30. Never let success go to your head, never let failure get to your heart
31. "The only thing that overcomes hard luck is hard work
32. If you want to go fast, go alone. If you want to go far, go together
33. A dream doesn't become reality through magic; it takes sweat, determination and hard work
34. The only place where success comes before work is in the dictionary."
35. If you can't fly, then run; if you can't run, then walk; if you can't walk, then crawl, but whatever you do, you have to keep moving forward."
36. The difference between ordinary and extraordinary is that little extra.
37. Whatever the mind of man can conceive and believe, it can achieve."
38. "The expert in anything was once a beginner.
39. There is a real magic in enthusiasm. It spells the difference between mediocrity and accomplishment.
40. Once you have commitment, you need the discipline and hard work to get you there.

# About the Author

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Shailesh Saxena is a Co-Founder of a Start Up “ Insurance Samadhan” which handles grievances of customers from Life /Health and General Insurance. Shailesh has trained over 10000 professionals and carry a personal empathy with their challenges and aspirations.

Shailesh believes that Indian young working population has great potential if right guidance is given to them

**Corporate Chalisa** is an effort towards that. This is second book from Shailesh. First book **Corporate Lessons- Lockdown Reflections** are available on Amazon and FlipCart

Happy reading

**Feedbacks**