

***Psycho-Synergy***<sup>™</sup>

**System for  
Developing, Improving, and Using  
Synergistic  
Life Skills**

**Manual for  
Comprehensive, Systematized  
Personal Development**

**Robert D. Cecil**

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## Foreword

This one manual covers personal development methods for improving or further developing the eight most important life skills. For each of the eight topics it (1) explains the underlying concepts and related principles, and then (2) provides one universal, tried and true methodology—instead of the many methods that are usually taught for any single personal development topic. It explains how to adapt the one method or approach to each topic—that is, to each of the eight contexts in which the one approach can be utilized.

Eight chapters cover personal development topics and associated concepts, principles, and methods in detail. They are presented in a building-block sequence, each contributing to understanding and applying the next. At the end of each chapter, we explain how that particular set of knowledge and skills can be used in an integrated, systematized, *synergistic* manner with those previously covered.

**Chapter 1: Personal Development and Your Future**

**Chapter 2: The Individual: A System of Characteristics** (a Self-Awareness manual, including a Personal Traits Inventory to fill in)

**Chapter 3: Personal Motivation** (Personal Goal Setting and Planning, including personal goal setting and planning worksheets. These are the basics for *better managing one's own life*.)

**Chapter 4: Thinking: Further Developing Capabilities**

**Chapter 5: Learning: Further Developing Capabilities**

**Chapter 6: Interpersonal Relations: Further Developing Capabilities** (including Conflict Resolution; plus an addendum on **The Socialization of Children**)

**Chapter 7: Communication** (How to become a better sender and receiver)

**Chapter 8: Behavior Modification** (Improving or modifying personal traits)

**Chapter 9: Time Management** (How to manage and make better use of time)

**Chapter 10: Summary and Synthesis** (into a comprehensive, systematic approach for personal development)

**Appendix A: Major Theories of Motivation and Behavior**

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