

## **MODERATION**

### **In Your Work:**

10. When moderation is mentioned in this context, it is not in the sense that it should be used as an excuse to do little!

11. What is meant is that it's a good idea to husband both your mental and physical efforts in such a way as to best accomplish the job to be done, and to keep happy.

12. Some like to get at a job, try out various ways of doing it, and then pick out the way which appears to be the most satisfactory one. In so doing, they may be able to release certain built-in energies they possess and so, at the same time, provide themselves with a needed outlet for these energies.

13. Others like to size up a job, think it out first, do a bit of research, figure out the angles, draw on recollections of past experiences with similar or related undertakings. Having done this, they will then decide on the way to tackle the job.

14. The methods and the means to do the work will vary. No general line need be laid down. It is for each individual to find his own line best adapted to produce the desired results.

15. Whatever the methods or the means, your work should be organized for the good, steady pull. There is a halfway speed somewhere between the tortoise and the hare which is likely to get you there.

16. This is not to say that crash programs are to be dodged when they are clearly necessary, but you will be better conditioned to undertake them if you are mentally and physically alert.

### **In Your Representational Activities:**

17. Moderation should be applied to other parts of the operation abroad: the extra-curricular activities. Representation is an important part of the work abroad; it must be done well or it loses a good deal of its value.

18. Functions often seem to come in waves. If these waves are long enough, and frequent enough, they will leave one stranded on the beach out of breath. Here again it is a matter of judgment. Attendance at all functions is not always necessary. Nor again, is it always necessary that the distaff side attend. Command performances there are, of course, but they would not be the majority.

19. While still on the subject of functions, a final note. At one time or another, the amount consumed may have been the criterion of a successful do. If it were ever true, it is not so to-day.