



## **Personalize Recognition**

Think about your “most meaningful recognition story.” Make it an effort to personalize recognition so that the recipient feels uniquely appreciated.

For the avid bicyclist in your office, for instance, recognize them with a small plastic model of a bike for their desktop; attach a note that says, “For a quick spin around the block when you’re working late.”

Every time you plan an act of recognition, ask yourself, “What can I do to make sure this is special, dramatic, and unique for this person? Is this something the individual would appreciate?”

Another idea would be to make a contribution to their favorite charity. The point being that saying thank you personally every time you appreciate something someone does is a great practice and good manners.