

Forming Cordial and Amiable Terms and Relationships: Essential in Leading to Up-gradation of Personality Traits



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Abstract: From the stage of early childhood, throughout the lives of the individuals, they need to form cordial and amiable terms and relationships with family and community members. In order to lead to progression, it is necessary for individuals to maintain cordial and amiable terms and relationships with others. This is the key in leading to up-gradation of overall standards of living. Within personal and professional lives, there are some job duties, which are put into operation on an individual basis, whereas, there are others, which are implemented through working in co-ordination with others. Hence, it is necessary for individuals to form cordial and amiable terms and relationships with others. As a consequence, one will be able to obtain help and assistance in carrying out all types of tasks and activities in a well-organized and disciplined manner. Furthermore, through implementing effective communication processes, one will be able to augment information in terms of various factors and exchange different types of ideas and viewpoints. One of the important aspects is, one will incur the feelings of pleasure and contentment. In addition, one will not be overwhelmed by the psychological problem of loneliness and seclusion. Therefore, forming cordial and amiable terms and relationships is essential in leading to up-gradation of personality traits. The main concepts that are taken into account in this research paper are, understanding the significance of forming cordial and amiable terms and relationships, measures to be implemented in reinforcing cordiality and amiability in terms and relationships and advantages of forming cordial and amiable terms and relationships.

Keywords: Amiable, Cordial, Individuals, Job Duties, Methodologies, Procedures, Relationships, Terms

I. INTRODUCTION

The individuals, belonging to all communities, occupations, categories and socio-economic backgrounds have one of the major goals of bringing about improvements in one's overall quality of lives. In order to achieve this goal, one needs to be well-informed in terms of different types of subjects and concepts. In other words, one needs to be well-prepared. Furthermore, one needs to form cordial and amiable terms and relationships with family and community members (Srivastava, n.d.).

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This is necessary in order to lead to progression. The main reason being, one cannot live ones lives in seclusion, hence, it is of utmost significance to form cordial and amiable terms and relationships with individuals within and outside the homes. For this purpose, it is necessary for individuals to put into practice effective communication processes with others. They need to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words; treating others with respect and courtesy; making provision of factual information and possessing an approachable nature and an amiable attitude. Therefore, it is well-understood, honing communication skills is facilitating in forming cordial and amiable terms and relationships.

The individuals are different from each other in terms of various types of factors. But in their personal and professional lives, they are required to deal and work with others, hence, they need to ensure, they are forming positive viewpoints in terms of all. In addition, one needs to ensure, they do not possess any types of ill feelings in terms of anybody. Furthermore, one should reinforce clarity of mind-sets and not possess the feelings of antagonism and antipathy in terms of anybody (Sharma, 2011). In this manner, all the individuals will be well-informed in terms of various factors, which would be facilitating in forming cordial and amiable terms and relationships. In other words, promoting clarity of mind-sets will be facilitating to the individuals in development of mutual understanding with each other. Hence, they will be able to carry out all types of tasks and functions in a well-organized and satisfactory manner. As a consequence, one will contribute in incurring the feelings of pleasure and contentment. Therefore, it is understood on a comprehensive basis that forming positive viewpoints in terms of all individuals is essential in forming cordial and amiable terms and relationships.

A. Understanding the Significance of Forming Cordial and Amiable Terms and Relationships

The individuals within personal and professional lives are required to carry out number of job duties and responsibilities. These are carried out on an individual basis or through working in collaboration and integration with other individuals, including family and community members. Within homes, educational institutions of all levels and in different types of employment settings, one needs to be well-informed in terms of the factor that forming cordial and amiable terms and relationships is essential in obtaining support and assistance from other individuals.



The occurrences of various types of dilemmas and challenging situations are regarded as an integral part of the lives of the individuals. Hence, one needs to obtain help and assistance in order to cope with these in an effective manner.

As a consequence, one will render an important contribution in incurring the feelings of pleasure and contentment. In other words, one will be satisfied that they have help available from others in carrying out all types of job duties and responsibilities in a satisfactory manner. In this manner, one will be able to understand that they cannot strengthen loneliness and seclusion. Furthermore, they need to be well-informed in terms of techniques, which would be facilitating in establishing linkages with family and community members. Therefore, individuals will acquire an efficient understanding of the significance of forming cordial and amiable terms and relationships, when they are implementing job duties through obtaining help from others.

The individuals undergo different types of experiences in their lives, which are negative as well as positive. The individuals need to share their life experiences with individuals within as well as outside the homes. Within homes, educational institutions, and in different types of employment settings, one not only communicates with others regarding work-related or important matters, but also informal things. Hence, the individuals need to form an effective social circle, comprising of family and community members. The individuals need to share their ideas and viewpoints regarding daily life experiences with family and community members, hence, they need to reinforce cordiality and amiability in their terms and relationships.

The individuals from the stage of early childhood, throughout their lives need to understand that beyond their homes also there is a world, with which one needs to interact. Hence, individuals, belonging to all categories need to ensure they reinforce pleasantness in their terms and relationships with others. As a consequence, one will be able to bring about improvements in their overall quality of lives. Furthermore, one will be able to incur the feelings of pleasure and contentment. Therefore, one is able to acquire an understanding of the significance of forming cordial and amiable terms and relationships, when they are sharing different types of ideas and viewpoints.

The individuals are required to ensure, they are doing well in their job duties within the course of pursuance of education and in different types of employment settings. There are number of job duties, which are put into operation on an individual basis or through working in co-ordination with others, including classmates or colleagues. Hence, in order to carry out all types of job duties and responsibilities in a well-organized and disciplined manner, one needs to exchange different types of ideas and viewpoints. Furthermore, one will be able to overcome the feelings of apprehensiveness and vulnerability and augment confidence levels. These are the key in order to carry out different types of tasks and activities in a successful manner.

It is apparently understood that there are occurrences of different types of problems and challenging situations. In order to cope with these in an effective manner, one needs to ensure, they form cordial and amiable terms and relationships. Furthermore, this is facilitating in development of mutual understanding. One of the important

aspects that needs to be taken into account is, this is facilitating in leading to up-gradation of motivation and concentration levels. Therefore, an understanding of the significance of forming cordial and amiable terms and relationships is acquired, when one is working in co-ordination within all types of professional settings.

B. Measures to be implemented in Reinforcing Cordiality and Amiability in Terms and Relationships

An aimless life is a meaningless life, hence, the individuals are required to be well-informed in terms of different types of goals and objectives. Some of these are, acquisition of good-quality education; getting engaged in employment opportunities; promoting enhancement of one's career prospects; bringing about improvements in one's financial positions; forming an effective social circle, comprising of family and community members; promoting good health and well-being, physically and psychologically; augmenting different types of skills and abilities; carrying out all types of tasks and activities in a well-organized manner; promoting enhancement of one's personality traits and bringing about improvements in one's overall quality of lives.

In order to achieve all types of goals and objectives, one needs to be well-prepared (Resources Invested in Education, 2013). In other words, one needs to augment information in terms of different factors, which would be facilitating in the achievement of different types of goals and objectives. Hence, one needs to form cordial and amiable terms and relationships with family and community members. Therefore, one needs to be well-informed in terms of different types of measures to be implemented in reinforcing cordiality and amiability in terms and relationships. One of the important aspects that needs to be taken into account is, positivity needs to be reinforced in these measures. These are stated as follows:

C. Forming Positive Viewpoints regarding all Individuals

The individuals are different from each other in terms of different types of factors. But in their personal and professional lives, they are required to deal and work with others, hence, they need to ensure, they are forming positive viewpoints in terms of all. In addition, one needs to ensure, they do not possess any types of ill feelings in terms of anybody. Furthermore, one should reinforce clarity of mind-set and not possess the feelings of resentment and antipathy regarding anybody.

In this manner, all the individuals will be well-informed in terms of various factors, which would be facilitating in forming cordial and amiable terms and relationships. Hence, they will be able to carry out all types of tasks and functions in a well-organized and satisfactory manner. As a consequence, one will contribute in incurring the feelings of pleasure and contentment. Hence, it is understood on a comprehensive basis that forming positive viewpoints in terms of all individuals is essential in forming cordial and amiable terms and relationships.



Therefore, forming positive viewpoints regarding all individuals is considered as one of the indispensable measures to be implemented in reinforcing cordiality and amiability in terms and relationships.

D. Implementing Effective Communication Processes

In reinforcing cordiality and amiability in terms and relationships with others, it is necessary to implement effective communication processes. This is facilitating in augmenting information regarding various areas, exchanging ideas and viewpoints, and obtaining answers to all types of questions. One cannot live ones lives in seclusion, hence, it is of utmost significance to form cordial and amiable terms and relationships with individuals within and outside the homes. For this purpose, it is necessary for individuals to put into practice effective communication processes with other individuals within and outside the homes.

Individuals need to be well-informed in terms of communication ethics, i.e. making use of polite language and decent words; treating others with respect and courtesy; making provision of factual information and possessing an approachable nature and an amiable attitude. The communication processes takes place in a verbal form, i.e. face to face or phone and through exchanging messages and emails in a written form. Hence, it is well-understood, honing communication skills is facilitating in forming cordial and amiable terms and relationships. Therefore, implementing effective communication processes is one of the significant measures to be implemented in reinforcing cordiality and amiability in terms and relationships.

E. Depicting the Traits of Helpfulness and Co-operation

The individuals need to depict the traits of helpfulness and co-operation. It is apparently understood that there are occurrences of different types of problems and challenging situations. The different areas in terms of which these take place are, job duties, responsibilities, methodologies, procedures, techniques, approaches, work pressure, inability to create a balance between personal and professional lives, unawareness in terms of various factors, scarcity of financial, human, technical, material and information resources, lack of infrastructure, amenities and facilities and so forth. In order to cope with these in an effective manner, one needs to ensure, they form cordial and amiable terms and relationships.

As a consequence, one will be able to communicate with them in an effective manner in order to take help. Furthermore, this is facilitating in achieving desired goals and meeting the expectations of individuals in leadership positions. One of the important aspects that needs to be taken into account is, this is facilitating in leading to up-gradation of motivation and concentration levels. In addition, one will incur the feelings of pleasure and contentment, when they have support available from other individuals within and outside the homes. Therefore, depicting the traits of helpfulness and co-operation is an expedient measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

F. Possessing an Approachable Nature and Amiable Attitude

Throughout the lives of the individuals, they need to possess an approachable nature and an amiable attitude. The occurrences of different types of problems and challenging situations are regarded as an integral part of the lives of the individuals. The different areas in terms of which these take place are, job duties, responsibilities, methodologies, procedures, techniques, approaches, work pressure, unawareness in terms of various factors, scarcity of financial, human, technical, material and information resources, lack of infrastructure, amenities and facilities and so forth. In order to cope with these in an effective manner, one needs to ensure, they form cordial and amiable terms and relationships.

As a consequence, one will be able to communicate with them in an effective manner in order to take help. In addition, one will feel pleasurable and contented that they have help and support available from other individuals. Furthermore, augmenting traits of approachability and amiability is essential in forming an effective social circle. In addition, one will contribute efficiently in reinforcing cordiality and amiability in terms and relationships. Therefore, possessing an approachable nature and amiable attitude is an eminent measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

II. INCULCATING THE TRAITS OF MORALITY AND ETHICS

Inculcating the traits of morality and ethics is regarded as vital in order to reinforce cordiality and amiability in terms and relationships. These are the traits, which are facilitating in differentiating between various types of appropriate and inappropriate factors. Furthermore, one will inculcate the traits of efficiency, honesty, righteousness and truthfulness. In addition, one will be able to lead to up-gradation of motivation and concentration levels towards implementation of job duties and responsibilities. Hence, these traits are facilitating in reinforcing cordiality and amiability in terms and relationships. The traits of morality and ethics will enable the individuals to acquire appreciation and reverence from others. Furthermore, individuals will be able to develop mutual understanding with other individuals.

The individuals within personal and professional lives are required to carry out number of job duties and responsibilities. These are carried out on an individual basis or through working in co-ordination with other individuals, including family and community members. Within homes, educational institutions of all levels and in different types of employment settings, one needs to be well-informed in terms of the factor that forming cordial and amiable terms and relationships is essential in obtaining help and support from other individuals. Therefore, inculcating the traits of morality and ethics is a renowned measure to be implemented in reinforcing cordiality and amiability in terms and relationships.



A. Implementing the Traits of Diligence, Resourcefulness and Conscientiousness

Implementing the traits of diligence, resourcefulness and conscientiousness is regarded as one of the major aspects that not only facilitates the implementation of job duties and responsibilities in a well-organized manner. One of the major aspects is, one is able to cope with different types of dilemmas and challenging situations. Furthermore, these will be prevented from assuming a major form and giving rise to impediments within the course of putting into operation different types of tasks and activities. As a consequence of acknowledging these traits within professional settings, one will be able to meet the expectations of others. In this manner, one will be able to acquire appreciation and reverence.

The individuals within personal and professional lives are required to carry out number of job duties and responsibilities. These are carried out on an individual basis or through working in co-ordination with other individuals, including family and community members. Hence, it is well-understood, honing these traits will be facilitating in doing well in one's job duties, achieving desired goals and objectives and incurring the feeling of satisfaction. Therefore, implementing the traits of diligence, resourcefulness and conscientiousness is a productive measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

B. Being well-informed in Terms of Job Duties and Responsibilities

As a consequence of being well-informed in terms of job duties and responsibilities, one will be able to contribute efficiently in forming cordial and amiable terms and relationships with others. Within and outside the homes, one has certain expectations from others, i.e. individuals in leadership positions assign certain job duties and responsibilities to their students and employees. These need to be completed on time. As a consequence of doing well in these, one acquires appreciation and reverence and is able to form cordial and amiable terms and relationships with others.

These are carried out on an individual basis or through working in co-ordination with other individuals, including family and community members. Hence, one needs to be well-informed in terms of ways of carrying these out in a well-organized and satisfactory manner. As a consequence of being well-informed in terms of these within personal and professional settings, one will be able to meet the expectations of others. In this manner, one will be able to acquire appreciation and reverence.

In this manner, one will open the room for individuals to reinforce cordiality and amiability in terms and relationships. Therefore, being well-informed in terms of job duties and responsibilities is a lucrative measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

C. Being well-equipped in Terms of Methodologies and Procedures

The individuals need to be well-equipped in terms of methodologies and procedures. These are referred to the

ways of doing well in one's job duties, achieving desired goals and meeting the expectations of others, including family and community members. Within homes and within all types of professional settings, i.e. educational institutions of all levels and in various types of employment settings, one has certain expectations from others, i.e. individuals in leadership positions assign certain job duties and responsibilities to their students and employees. These need to be completed on time.

As a consequence of doing well in these, one acquires appreciation and reverence and is able to form cordial and amiable terms and relationships with others. In cases of all types of methodologies and procedures, one needs to acquire an efficient understanding of the concepts. Furthermore, one needs to get engaged in regular practice. This is facilitating in doing well in one's job duties and responsibilities and reinforcing cordiality and amiability in terms and relationships. Hence, in all fields and professions, one needs to acknowledge their job duties, methodologies and procedures. Therefore, being well-equipped in terms of methodologies and procedures is a favourable measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

III. UTILIZING PIONEERING METHODS AND MATERIALS

With advancements taking place and with the advent of modernization and globalization, one needs to be well-equipped in terms of different types of pioneering methods and materials. The different types of these methods and materials are, utilization of graphs, charts, maps, pictures, images, structures, designs, models, shapes, apparatus, tools, devices, machinery and various types of technologies. As a consequence of putting these into practice, one will be able to carry out tasks and activities in a well-organized manner. As a consequence, one acquires appreciation and reverence and is able to form cordial and amiable terms and relationships with other individuals.

In cases of all types of pioneering methods and materials, one needs to acquire an efficient understanding of the concepts. Furthermore, one needs to get engaged in regular practice. This is facilitating in doing well in one's job duties and responsibilities and reinforcing cordiality and amiability in terms and relationships.

The main reason being, when one is meeting the expectations of others, one will strengthen pleasantness in terms and relationships. Hence, in all fields and professions, one needs to acknowledge their job duties and methodologies and procedures. Therefore, utilizing pioneering methods and materials is an advantageous measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

A. Coping with Dilemmas in an Effective Manner

The occurrences of different types of problems and challenging situations are regarded as an integral part of the lives of the individuals.



The different areas in terms of which these take place are, job duties, responsibilities, methodologies, procedures, techniques, approaches, work pressure, lack of implementation of time-management skills, lack of analytical, critical-thinking and problem-solving skills, unawareness in terms of various factors, scarcity of financial, human, technical, material and information resources, lack of infrastructure, amenities and facilities and so forth. In order to cope with these in an effective manner, one needs to ensure, they form cordial and amiable terms and relationships.

As a consequence, one will be able to communicate with them in an effective manner. This is essential in order to take help and assistance. In addition, one will feel pleasurable and contented that they have help and support available from other individuals. Furthermore, individuals will render an important contribution in strengthening cordiality and amiability in their terms and relationships. The main reason being, one will be able to have help from others in carrying out different types of tasks in a successful manner. Therefore, coping with dilemmas in an effective manner is a useful measure to be implemented in reinforcing cordiality and amiability in terms and relationships.

B. Advantages of Forming Cordial and Amiable Terms and Relationships

Loneliness is regarded as one of the chronic and distressful conditions. It has detrimental effects on the overall personality traits and living conditions of individuals. Hence, one needs to put emphasis on alleviating loneliness. Throughout the lives of the individuals, they are required to put in their best efforts in order to alleviate loneliness. One of the important aspects is, one needs to be well-equipped in terms of the factor that they need to reinforce cordiality and amiability in terms and relationships (Parent Engagement, 2013).

In cases of conflicting situations and disagreements over certain issues, one may quit speaking to each other. In this manner, one will encounter impediments within the course of reinforcing cordiality and amiability. But when they are required to communicate and work with each other, they need to acknowledge the significance of forming cordial and amiable terms and relationships. Measures need to be implemented in order to reinforce cordiality and amiability in terms and relationships. Furthermore, one needs to be well-informed in terms of certain types of advantages, i.e. seeking help and support from others; sharing different types of ideas and viewpoints; promoting teamwork within educational institutions; working in co-ordination within employment settings; leading to up-gradation of motivation levels and promoting enhancement of personality traits and living conditions. These are stated as follows:

IV. SEEKING HELP AND SUPPORT FROM OTHERS

The individuals within personal and professional lives are required to carry out number of job duties and responsibilities. These are carried out on an individual basis or through working in co-ordination with other individuals, including family and community members. Within homes, educational institutions of all levels and in different types of employment settings, one needs to be well-informed in

terms of the factor that forming cordial and amiable terms and relationships is essential in obtaining help and support from other individuals. The occurrences of various types of dilemmas and challenging situations are regarded as an integral part of the lives of the individuals. Hence, one needs to obtain help and assistance in order to cope with these in an effective manner.

As a consequence, one will render an important contribution in incurring the feelings of pleasure and contentment. In other words, one will be satisfied that they have help available from others in carrying out all types of job duties and responsibilities in a satisfactory manner. In this manner, one will be able to understand that they cannot strengthen loneliness and seclusion. Furthermore, they need to be well-informed in terms of procedures, which would be facilitating in establishing linkages with family and community members. Therefore, seeking help and support from others is regarded as one of the indispensable advantages of forming cordial and amiable terms and relationships.

A. Sharing Different Types of Ideas and Viewpoints

The individuals undergo different types of experiences in their lives, which are positive and negative. The individuals need to share their life experiences with individuals within as well as outside the homes. Within homes, educational institutions, and in different types of employment settings, one not only communicates with others regarding work-related or important matters, but also informal concepts. Hence, the individuals need to form an effective social circle, comprising of family and community members. The individuals need to share their ideas and viewpoints regarding daily life experiences with family and community members, hence, they need to reinforce cordiality and amiability in their terms and relationships.

The individuals from the stage of early childhood, throughout their lives need to understand that beyond their homes also there is a world, with which one needs to interact. Hence, individuals, belonging to all categories need to ensure they reinforce agreeableness in their terms and relationships with others. As a consequence, one will be able to bring about improvements in their overall quality of lives. Furthermore, one will be able to incur the feelings of pleasure and contentment. Therefore, sharing different types of ideas and viewpoints is one of the significant advantages of forming cordial and amiable terms and relationships.

B. Promoting Teamwork within Educational Institutions

The individuals are required to ensure, they are doing well in their job duties within the course of pursuance of education. The educators assign job duties to students, which they are required put into operation on an individual basis or through working in co-ordination with others. In this manner, teamwork is promoted. Hence, in order to carry out all types of job duties and responsibilities in a well-ordered and methodical manner, one needs to exchange different types of ideas and viewpoints.



Furthermore, one will be able to overcome the feelings of apprehensiveness and vulnerability and augment confidence levels. These are the key in order to carry out different types of tasks and activities in a successful manner. Hence, it is well-understood, promoting teamwork is favourable on a comprehensive basis.

It is apparently understood that there are occurrences of different types of problems and challenging situations. In order to cope with these in an effective manner, one needs to ensure, they are required to reinforce cordiality and amiability in terms and relationships. Furthermore, this is facilitating in achieving desired goals and meeting the expectations of individuals in leadership positions. One of the important aspects that needs to be taken into account is, this is facilitating in leading to up-gradation of motivation and concentration levels. Therefore, promoting teamwork within educational institutions is an expedient advantage of forming cordial and amiable terms and relationships.

C. Working in Co-ordination within Employment Settings

The individuals within different types of employment settings are putting into operation job duties on an individual basis or through working in co-ordination with others, including supervisors and colleagues. Hence, in order to carry out all types of job duties and responsibilities in a well-ordered and meticulous manner, one needs to exchange different types of ideas and viewpoints. Furthermore, one will be able to overcome the feelings of apprehensiveness and vulnerability and augment confidence levels. These are the key in order to carry out different types of tasks and activities in a successful manner. Hence, working in co-ordination within employment settings is facilitating on a comprehensive basis.

It is apparently understood that there are occurrences of different types of problems and challenging situations. In order to cope with these in an effective manner, one needs to ensure, they form cordial and amiable terms and relationships. Furthermore, this is facilitating in development of mutual understanding among individuals, belonging to all positions within the hierarchy of the organizations. One of the important aspects that needs to be taken into account is, this is facilitating in leading to up-gradation of motivation and concentration levels. Therefore, working in co-ordination within employment settings is an eminent advantage of forming cordial and amiable terms and relationships.

D. Leading to Up-gradation of Motivation Levels

Some of the tasks and activities are complicated, but one needs to carry these out in a well-organized manner, hence, it is necessary in leading to up-gradation of motivation levels. As a consequence, the mind-sets of the individuals will be stimulated and they will hone interest and enthusiasm levels. As a consequence of forming cordial and amiable terms and relationships with other individuals, one will render an important contribution in honing confidence levels. Furthermore, one will be able to augment information in terms of different subjects and concepts; exchange ideas and viewpoints; obtain answers to all types of questions and clarify doubts in terms of different factors.

Through forming cordial and amiable terms and relationships, one is able to obtain help and support from other individuals. The occurrences of various types of dilemmas and challenging situations are regarded as an integral part of the lives of the individuals. Hence, one needs to obtain help and assistance in order to cope with these in an effective manner. As a consequence, one will render an important contribution in incurring the feelings of pleasure and contentment. In other words, one will be satisfied that they have help available from others in carrying out all types of job duties and responsibilities in a satisfactory manner. Therefore, leading to up-gradation of motivation levels is a renowned advantage of forming cordial and amiable terms and relationships.

E. Promoting Enhancement of Personality Traits and Living Conditions

Promoting enhancement of personality traits and living conditions is regarded as one of the major goals of individuals, belonging to all occupations, communities, categories and socio-economic backgrounds. In order to achieve this goal, one needs to be well-prepared. In other words, one needs to augment information in terms of different factors, which would be facilitating in the achievement of this goal. Hence, one needs to form cordial and amiable terms and relationships with family and community members. As a consequence, one will augment information in terms of various aspects (Parental Involvement, 2006). All the aspects needs to be put into operation in a well-organized and regimented manner.

The different factors are, being well-informed in terms of job duties and responsibilities; being well-equipped regarding methodologies and procedures; inculcating the traits of morality and ethics; implementing the traits of diligence, resourcefulness and conscientiousness; bringing about improvements in one's financial positions; forming an effective social circle, comprising of family and community members; promoting good health and well-being, physically and psychologically; augmenting different types of skills and abilities; carrying out all types of tasks and activities in a well-organized manner; promoting enhancement of one's personality traits and possessing an approachable nature and an amiable attitude. As a consequence of acknowledging and implementing all these factors, one will contribute efficiently in the achievement of this goal. Therefore, promoting enhancement of personality traits and living conditions is a notable advantage of forming cordial and amiable terms and relationships.

V. CONCLUSION

Throughout one's lives, one needs to form cordial and amiable terms and relationships with family and community members. Measures to be implemented in reinforcing cordiality and amiability in terms and relationships are, forming positive viewpoints regarding all individuals, implementing effective communication processes, depicting the traits of helpfulness and co-operation,



possessing an approachable nature and amiable attitude, inculcating the traits of morality and ethics, implementing the traits of diligence, resourcefulness and conscientiousness, being well-informed in terms of job duties and responsibilities, being well-equipped in terms of methodologies and procedures, utilizing pioneering methods and materials and coping with dilemmas in an effective manner. Advantages of forming cordial and amiable terms and relationships are, seeking help and support from others; sharing different types of ideas and viewpoints; promoting teamwork within educational institutions; working in co-ordination within employment settings; leading to up-gradation of motivation levels and promoting enhancement of personality traits and living conditions. Finally, it can be stated, forming cordial and amiable terms and relationships is vital in leading to progression.

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