

人生百事

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前言：以下〈人生百事〉，為佛光山開山大師 星雲上人二〇〇五年之授課教材，經過法堂書記室彙編，可以做為吾人的座右銘。能做者可在□打✓；自覺只做一半者在□打○；還待努力者在□打△。如果能做到十條，人生就算及格了；若能做到二十條，就有七十分；做到三十條，就是八十分；若能做到五十條，就能達到一百分了。其他的五十條，則可以隨緣調整，用以自勉，超越自己。甚至，可以做每一年的計畫，自我審查有否增進，就知道自己是否進步了。

生活篇

- 1.每天至少閱讀一份報紙，瞭解時事；至少閱讀一本好書，要做書香人士。
- 2.生活作息要正常，思想行為要正派；早晚起居要定時，每日三餐要定量。
- 3.養成運動習慣，每天至少五千步。
- 4.遠離菸酒色情毒品，生活自治自律。
- 5.惜福節儉，不亂用，不濫買。
- 6.養成良好的習慣，不亂吃零食，不亂發脾氣，這才是優生保健的方法。
- 7.每日吃飯要三稱念，居家飲食要五觀想。
- 8.八千里路雲和月，生涯中，要有托鉢行腳的經驗，也就是自助旅行。
- 9.在一生當中，應該有一至二次，將身邊的物品全部送人，體會空無一物的境界。
- 10.掌握時間，善用空間，和諧人間；三間一體，人生不空過。

立身篇

- 11.人要給人利用，才能創造價值；人要學習活用，才能留下歷史。
- 12.因緣果報，不可不明；窮通禍福，不可不知。
- 13.建立正知正見，不要人云亦云，不要被人牽著鼻子走。
- 14.要建立自我的信心、自我的期許、自我的目標。
- 15.人生至少要有三張執照，例如：駕駛（汽車、開船、飛機、火車）、烹飪、水電、會計、電腦、打字、醫療、護理、教師、律師、代書、建築……。
- 16.一個人要會講、會寫、會聽、會看、會想、會笑、會唱、會畫、會做……，全部都會最好，否則至少也要會得一半以上。
- 17.做什麼像什麼，千萬不可做什麼不像什麼。
- 18.他物不貪，自財不吝，只要奮鬥努力，一切自會隨因緣而來；懶惰懈怠，煮熟的鴨子也會飛去。
- 19.觀察力要敏銳、週全、寬宏、圓滿，還要有新思惟、新想法、新觀念、新作為，尤其想法要有一、二、三、四的內涵和層次。
- 20.經常將歡喜、慈悲、榮耀、成就與人分享。
- 21.不說是非，不傳播是非，不計較是非，更不要為是非患得患失。
- 22.懂得自律、自覺、自悟，具有恆心、毅力、樂觀、勤奮，並且樂於結緣施捨，前途就有光明。
- 23.能控制情緒，不隨便跟情緒起舞，尤其行止要用理智決定；因為情緒是一時的，人生是百年的。
- 24.人生要能計畫時間，利用時間，不要虛度時間，胡混光陰。
- 25.精進努力，奮起飛揚；不要留戀過去，要展望未來。
- 26.凡事不一定要求助他人，先要求助自己；以身作則，可以決定一切。

- 27.改變陋習，創造前途，不要等待機遇。
- 28.要會找工作裡的歡喜、快樂，還要會把歡喜、快樂傳播給人。
- 29.生氣、發脾氣不能解決問題，心平氣和才能做人處世。
- 30.寧可不聰明，不能不明理；寧可沒有錢，不可以沒有慈悲。
- 31.該主動，不可畏縮；該思考，不要魯莽。
- 32.事無絕對的難易，努力，難者亦易；懈怠，易者亦難。
- 33.去除私有的觀念，把自己付予公理、公義、公平、公有。
- 34.要有力量和智慧抗拒世間的誘惑，如財色名食等，尤其不要用感情處理公事，應該要以道義、公平決定人事。

處世篇

- 35.利益的前面，要能想到別人，不為利益而出賣別人。
- 36.不稱己善，不宣人過，人間諸事，都如過眼雲煙。
- 37.凡事只問是非，不問利害；是非是有定律的，利害是自私的。
- 38.不為討便宜而侵犯別人，甚至要讓別人討一點便宜。
- 39.不要為逞己之快，而用口舌諷刺別人，要能給人歡喜、給人幫助、給人讚美，讓人認同。
- 40.不要為忌彼之好，而用計謀打擊別人，要能尊重效法，隨緣隨喜。
- 41.對事業要有計畫，對金錢要會運用，對感情要能昇華，對功名更要淡化。
- 42.能隨遇而安，隨緣生活，隨心自在，隨喜而作。
- 43.毀辱榮譽自然有之，一切要自我淡化，怡然自得。

- 44.做人要厚道，隨時給人留下轉圜的餘地；給人留有空間餘地，才能適時善用，同時也是爲自己留下日後的方便。
- 45.對自己要能不忘初心，對朋友要肯不念舊惡，對好事要做不請之友，對社會要會不變隨緣。
- 46.要訓練忍耐的力量，對於外境能夠認識、接受、承擔、負責、化解、去除，進而修學「生忍」、「法忍」、「無生法忍」，把忍的功夫轉化成爲力量和智慧。
- 47.能承受外境加予自己的壓力，而且不覺得有壓力的存在，因爲有壓力，才會有動力。

群我篇

- 48.幫助別人，就是幫助自己；體貼他人，就是愛護自己。
- 49.遷就他人善事，達成共識；重視民意，才有未來。
- 50.處世要謙恭有禮，要謙虛受學，要委屈求全，要善解人意。
- 51.待人處事要能柔和謙虛，慈顏愛語，要讓他人如沐春風。
- 52.處眾要和諧、和氣、和平；做事要勤奮、勤勞、勤快。
- 53.待人以誠，人我盡歡；待客以尊，賓至如歸。
- 54.見面三句話，相處一回合，凡事要明理，平時多微笑。
- 55.恭敬、讚美、包容，是待人處世的三部曲。
- 56.歡喜時不多言，生氣時不遷怒。
- 57.要會聽話，摘取他人講話的精華。
- 58.凡事不要輕易說破，要懂得含蓄的美麗與高貴。
- 59.責備的話要帶撫慰，批評的話要帶讚揚，訓誡的話要帶推崇，命令的話要帶尊重。
- 60.待人要誠懇、要熱情、要有禮貌；說話要多說「請、謝謝、對不起」。

- 61.對青少年要教育鼓勵，對老年人要關懷照顧，對殘障者要幫助輔導，對失意人要體貼規勸。
- 62.關懷鄰里親戚朋友，彼此守望相助，和諧融洽。
- 63.承順奉養父母、親翁、長輩，提攜友愛初學晚輩。
- 64.經常不求回報的幫助他人，多作一些好事，做人間善美的義工。
- 65.聞善言要著意，而且要能不忘失，更不可做「非人」。
- 66.凡事要合理，理是公平的、理是正直的、理是大眾的。
- 67.遇事要有反省的自覺力，不怨天尤人，須知凡事都有前因後果。

敦品篇

- 68.別人做好事、說好話、受人尊重，不要嫉妒，要心存效法。
- 69.對好人要感謝，對受益要感恩，對善事要感動。
- 70.經常做令人感動的事，別人的好心好事，自己也要能感動。
- 71.能受委屈，能受冤枉，能受挫折，能受侮辱，然後才能受榮耀。
- 72.人生要用苦行鍛鍊自己，十年苦行不為多。
- 73.樹立自己心中終身的偶像一至三人，並效法他。
- 74.人生要有幾位善知識作朋友，尤其得遇明師時要親近隨侍，忠誠而不違逆。
- 75.放棄無理的執著，謙虛受教真理；謙虛才能受益，傲慢必定吃虧。
- 76.找出自己最大的缺點，要有改變的願力，切實執行。
- 77.「認錯」是最好的美德，也是最大的勇氣。
- 78.要把做過的錯事記住，不斷的自我警惕，自我提醒，要能「不貳過」。

- 79.當要責備人的時候，先要檢討自己，對自己的功過要切實的審查，才能責怪別人。
- 80.珍惜生命，愛護生命，尊重生命，不可傷害生命。
- 81.不要給感情矇蔽自己，不要為金錢出賣自己。
- 82.學習吃虧，知道吃虧才是討便宜。

修行篇

- 83.每日至少要靜坐五分鐘，或是每天讀一篇〈佛光祈願文〉。
- 84.每週至少閉關半日，自我沉潛；每月至少素食一天，培養慈悲心。
- 85.每日行三好：做好事、說好話、存好心。
- 86.每天生活有七誠：誠煙毒、誠色情、誠暴力、誠偷盜、誠賭博、誠酗酒、誠惡口。
- 87.深信正法，恆思諸善；諸惡莫作，眾善奉行。
- 88.承諾過的事一定要完成，所謂「君子一言，駟馬難追」也。
- 89.慚愧有所不知、有所不能、有所不淨、有所不善，因為慚愧是我們的花冠。
- 90.提起善美好事，放下憂悲苦惱，讓自己的內心成為好的工廠。
- 91.不論身在何處，常為受災難的人同情，甚至為他祈福。
- 92.能「給」，才是富有；能「捨」，才有所得。
- 93.隨力、隨分、隨喜、隨緣布施培福。
- 94.器官捐贈，讓生命再延續，讓廢物還有再利用的機會。
- 95.要有你大我小、你有我無、你樂我苦、你對我錯的修養。
- 96.不猜疑人，不嫉妒人，成人之美，待他人好，就是功德。
- 97.得失不計較，有無不比較。

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- 98.不要把憂愁傳染給別人，不要把煩惱帶到床上。
- 99.要懂得改心、換性、回頭、轉身。
- 100.要能「知行合一」，不要講時似悟，對境生迷。

One Hundred Tasks of Life

One Hundred Tasks of Life

Venerable Master Hsing Yun

English Translation by Ven. Miao Guang

Foreword

The following one hundred tasks of life were introduced by Venerable Master Hsing Yun, the founder of Fo Guang Shan Monastery in 2005. They can be regarded as a motto for life. If you feel confident in fully achieving any of these tasks, mark a √ inside the box. If you are only able to do half of it, mark a ○, or if you feel there is much effort to be put into it, mark a △. If you have more than ten √s, then you have already passed life's course. If you have more than twenty, you get a mark of 70 out of 100. If you have thirty, then you get an 80, and if you have fifty, then you get a 100. The remaining fifty tasks can be regarded as potential improvements that should be made whenever conditions allow. You can even set a one-year plan and assess yourself at the end of the year based on these tasks. You will then know whether you have improved or not.

On everyday life

- 1. Read at least one newspaper a day to keep up with the world. Read at least one good book a day to nurture a knowledgeable character.
- 2. Stick to a regular daily routine; maintain upright and honest mental and physical behavior. Wake up and go to bed at normal times; maintain regular food-intakes during the three meals everyday.
- 3. Develop the habit to exercise and walk at least five thousand steps per day.
- 4. Stay away from tobacco, alcohol, pornography, and drugs. Govern and regulate your own life.
- 5. Use your money and possessions wisely, do not over spend or use them excessively.

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- 6. Develop wholesome habits; refrain from inappropriate eating of snacks or thoughtlessly losing one's temper. Good habits are the best way to maintain a wholesome and healthy life.
- 7. Recite the Buddha's name thrice before every meal, and observe the Five Contemplations at Mealtime when eating at home.
- 8. Travel the world beneath the clouds and moon, and experience the spirit of alms-procession at least once in your life. In other words, embark on a journey on your own.
- 9. Give away all your possessions at least once or twice in your life as a way to experience the state of emptiness.
- 10. Manage your time well, utilize your space wisely, and bring harmony to the human world. Allow these three dimensions to become one, and your life shall not be lived in vain.

On establishing one's persona

- 11. Life becomes valuable when you allow others to make use of your abilities. Leave history behind by learning to live life with ingenuity.
- 12. One must not be unaware of the law of causes, conditions and effects. One must not be unclear between failure and success, fortune and misfortune.
- 13. Develop right understanding and right views; do not simply repeat what others have said and be led blindly by others.
- 14. Establish self-confidence, self-expectation, and personal goals.
- 15. Obtain at least three kinds of licenses throughout your life. For example, automobile, cooking, typing, medical practice, nursing, teaching, law practice, and architecture licenses and so on.
- 16. Learn to be articulate in speaking and writing; learn to listen, appreciate, think, sing, paint or be skillful at certain things. The more you learn the better; otherwise, learn at least half of the above.

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- 17. Whatever role you play, play it well; never look otherwise.
- 18. Do not be greedy for others' possessions, nor be stingy with your own wealth. When you work hard and diligently, the right conditions shall fall into place. However, there is many a slip between cup and lip, laziness and sluggishness can also cause what is readily yours to fly away.
- 19. Be sharp in your observations, consider all angles, and be tolerant and encompassing of others. Furthermore, welcome new thinking, new ideas, and new concepts. In particular, allow sequential thinking so as to increase the depth of your thoughts.
- 20. Frequently share your joy, compassion, glory and success with others.
- 21. Do not gossip, spread gossip or fuss over gossip; nor be influenced by gossip.
- 22. Learn to discipline yourself, awaken yourself and enlighten yourself. Perseverance, determination, optimism, diligence, and willingness to give and develop connection with others will lead to a bright future.
- 23. Control your emotion and temper, and never be manipulated by them. Govern your behavior with your senses, because while emotions only arise temporarily, life will last for as long as you live.
- 24. Plan and use your time wisely, never squander your time and let it pass in vain.
- 25. Strive toward your goals and soar far and high. Never cling to the past, look far into your future instead.
- 26. Do not always ask others for help; find help from within instead. By setting a good example with your own conduct, you can determine the outcome of your efforts.
- 27. Improve your bad habits; create your own destiny instead of waiting for opportunities to fall upon you.
- 28. Find joy and happiness in doing what you do for a living, then progress to spread that joy and happiness to others.
- 29. Anger cannot help you solve problems; only a peaceful and calm mind can help you deal with life.

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- 30. One would rather be un-intelligent than be unreasonable. One would rather be poor than to be non-compassionate.
- 31. Be active and fearless. Think before you act.
- 32. There is no absolute difficulty or ease. Diligence turns the difficult into the easy, while sloth makes the easy difficult.
- 33. Forget selfish thoughts and dedicate yourself to justice, truth, fairness and the common good.
- 34. Find the wisdom and strength to resist worldly temptations such as wealth, sexual love, fame and food. In particular, do not handle official business with personal emotions. Instead, one should make decisions based on morality, justice and fairness.

On dealing with the world

- 35. Think of others first when it comes to benefits. Never betray others for your own gains.
- 36. Speak neither of your own merits nor others' faults. Everything in this world is as transient and ephemeral as a fleeting cloud.
- 37. Be concerned only with right or wrong, not gains or losses, because right and wrong are determined by a set law, while gains and losses are determined by selfishness.
- 38. Do not violate others' rights for your own benefits. Even giving others an advantage may sometimes be necessary.
- 39. Do not find satisfaction by ridiculing others; instead, learn to give joy and praise to others, and win their recognition.
- 40. Do not attack others out of jealousy of their goodness. Respect, follow and rejoice in their good examples.
- 41. Plan your career well, use your money wisely, purify your feelings effectively, and remain unattached to fame and fortune.

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- 42. Feel at ease under all circumstances, live by following the right conditions, feel carefree at all times, and do everything with a joyful heart.
- 43. Fame and defamation are a natural part of life. Remain unattached to them and always have inner peace.
- 44. Be honest and kind, and always give others space to retreat, as one day they may be of help to you. This is also to reserve future potentials.
- 45. Do not forget your initial determination, nor cling to old grudges against a friend. Be an uninvited helper to achieve goodness, and remain unmoved by society while following the right conditions.
- 46. Cultivate the strength of tolerance in order to understand, accept, take responsibility of, resolve and ameliorate external circumstances. Then progress to cultivate tolerance for life, tolerance for all dharmas, and tolerance for non-arising dharmas so as to turn the cultivation of tolerance into strength and wisdom.
- 47. Learn to get used to pressure exerted by the external environment, and progress to become unaffected by its existence, because the existence of pressure can bring you power.

Between self and others

- 48. When you help others, you are also helping yourself. Your consideration towards others also means care and love for yourself.
- 49. Cater to those who wish to do good, and recognize a common goal with them. Oblige others and respect their wishes in order for a bright future to exist.
- 50. Be modest and courteous in associating with the world. Be humble and willing to learn, make necessary concessions to accommodate the general situation, and be understanding towards others.
- 51. Be gentle and humble when dealing with others. Express kindness on your face and in your words to make others feel as if they are bathing in the spring breeze.
- 52. Harmony, calmness and peace are the keys to interpersonal harmony. Diligence, hard-work and assiduity are the key to success.

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- 53. Treat others with honesty and strive to achieve satisfaction for all. Treat your guests with respect to make them feel at home.
- 54. When you meet other people, say at least three sentences to them, and accompany them for a round. Be reasonable at all times and always put a smile on your face.
- 55. Respect, praise, and tolerance are a triad for keeping good relations with the world.
- 56. Refrain from verbosity in times of joy, and do not take your anger out on others.
- 57. Listen well, and take note of the essence of what others have to say.
- 58. Never hit the nail directly on the head; learn the noble art of subtlety.
- 59. Reproach someone with comforting words, criticize with compliments, reprimand with praises, and give orders with respect.
- 60. Be sincere, passionate, and polite. Utilize the following words often in your speech: 'please,' 'thank you,' and 'sorry.'
- 61. Educate and praise youngsters; care for and look after the elderly; guide and assist the disabled; advise and be considerate towards the depressed.
- 62. Care for your neighbors and community, and participate in local events. Help and keep guard for each other, and coexist in harmony.
- 63. Attend to your parents and seniors, and be filial to them. Give younger ones opportunities, and offer guidance whenever needed.
- 64. Frequently help others without asking for anything in return. Do good whenever possible, and be a virtuous and delightful volunteer worker for the human world.
- 65. Listen to the words of kindness and never forget their meaning. One must not become a "nonhuman."*
- 66. Always be reasonable, for reason is fair, upright and equal for all.
- 67. Retain the ability for self-reflection under all circumstances. Never blame everyone and everything else for your unhappiness, for every matter has its own cause and effect.

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On sincerity

- 68. Do not be jealous of those who have done good deeds, spoken kind words or are respected by others. Instead, be determined to follow their examples.
- 69. Be thankful to the kindhearted, be grateful to the helpful, and be touched by acts of virtue.
- 70. Frequently do something which touches people's hearts, and also allow yourself to be touched by the kindness of others.
- 71. Learn to accept disadvantages, false accusations, setbacks, and humiliation, and then you will be ready to accept glory.
- 72. Subject yourself to ascetic trainings to strengthen yourself in life, even ten years of it is not too much.
- 73. Set your mind on one to three lifetime role models and resolve to follow their examples.
- 74. It is necessary to be friends with virtuous ones in life. When you encounter virtuous teachers, be sure to stay close to them, be loyal and never disobey them.
- 75. Relinquish unreasonable attachments, and accept the truth with a humble mind. Only humility brings good, while arrogance causes nothing but unfavorable outcomes.
- 76. Discover your greatest shortcoming, be willing to correct it, and put your vow into thorough practice.
- 77. The ability to admit your faults is the greatest virtue. It is also the greatest courage of all.
- 78. Remember what wrong you have done, constantly remind yourself of it, and never make the same mistake again.
- 79. Self-reflect before you blame others for their mistakes, for only a fair assessment of your merits and faults gives you the right to judge others.
- 80. Cherish life, care for life, respect life, and never hurt life.

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- 81. Do not be blinded by love; do not betray yourself for money.
- 82. Learn to accept disadvantages and even teach yourself that they are actually advantages.

On spiritual cultivation

- 83. Meditate for at least five minutes or read a prayer from *Beads of Pearl: Prayers for Engaged Living* every day.
- 84. Spend at least half a day in solitude once a week for self-reflection. Be a vegetarian at least one day every month to nurture your heart of compassion.
- 85. Practice the three acts of goodness everyday: do good things, say good words, and think good thoughts.
- 86. Observe the Seven Virtues in your daily life: no drugs, no pornography, no violence, no stealing, no gambling, no alcohol, and no harsh speech.
- 87. Have deep faith in the Dharma and constantly contemplate all virtues. Refrain from doing anything unwholesome, and practice all good.
- 88. Always keep the promises you have made, because a promise cannot be taken back once it is made.
- 89. Feel shame for what you do not know, what you are incapable of, what makes you impure, and what makes you unkind, for shame is garland that adorns us.
- 90. Think of what is good and beautiful instead of what is sad and sorrowful. Turn your mind into a factory that produces nothing but good.
- 91. Always have sympathy and pray for unfortunate ones no matter where you are.
- 92. The ability to give brings true wealth; the ability to give brings true gain.
- 93. Cultivate merits by giving according to what your ability, role, willingness, and conditions allow.
- 94. Organ donation helps prolong life and also offers a new life to waste-material.
- 95. Develop the capacity to treat others by the following concepts: you are important

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while I am not, you have while I don't, you are happy while I suffer, you are right while I am wrong.

- 96. Do not be suspicious or jealous of others. Merit comes from helping others fulfill their goals as well as treating others with kindness.
- 97. Do not cling to gains and losses; do not compare with others what you have or have not.
- 98. Never infect others with your own sadness, and never bring your worries to bed.
- 99. Learn to improve your mind, reform your character, turn around, and make necessary U-turns in life.
- 100. Be consistent in your behavior and understanding. Do not be enlightened in theory but ignorant in practice.

***Note:** a nonhuman refers to one who neglects the kind intention of other people's words, one who does not express joy when required, and one who does not smile when necessary.