ARGH!!!

I'M HAVING A BAD-LIFE DAY!

Like bad-hair days, bad-life days can pop up without warning. So, what to do when your life's sticking out in all the wrong places? Cosmo to the rescue

You got trapped in the bus doors, your boss is scowling at you, your best friend's ignoring your texts and you've just noticed your skirt is hooked in your knickers. And it's not even midday! Some days you'd be able to shrug, giggle at your own bad luck and wait for tomorrow to roll around. Other days you crumble into an emotional heap wondering, 'Why me?' So here, Cosmo teaches you how to grab bad-life days by the bunches and turn those minor disasters from 'Oh, God' to OK.

You have a wardrobe full of clothes and NOTHING to wear

Style experts say that if you have 15 items in your wardrobe, you can achieve 30 looks. So you do have something to wear, just nothing you want to wear. If you're having a 'bleugh' day, style expert Leah Feldon advises, 'Don't try to wear anything innovative – pull on a comfortable staple that you know suits you. Black's a good option that can look dressy, casual, professional or funky.' Then accessorise it with a cute belt or hot piece of jewellery and you're good to go. To avoid 'nothing to wear' days in the future, Jane Marshall from www.styleexpert.co.uk suggests colour coding your wardrobe. 'This makes it easier to put an outfit together,' she says. Or organise 'swishing' (clothes-swapping) party with your mates – your friend might be totally over her blue playsuit, but it could look fabulous on you.

You just dumped into your ex (and your instinct is to burst into tears)

He used to check out other girls and his hair is the wrong side of scruffy-chic... yet still he has the power to make you cry. But that's understandable – you probably had good times too, and it's natural to recall them more than the tricky ones. So you need to remember that you broke up for a reason. 'Take a deep breath, recall that reason and plaster a smile on your face,' says personal-development coach Debbie Watkins. Be happy and friendly, and leave him wishing he was still with you. 'Afterwards, reward yourself with a bar of chocolate to ease the pain,' adds Debbie.

But what happens if you feel yourself welling up while you're attempting to exchange 'I'm over you' pleasantries? 'Pretend to sneeze,' says Emma Jones from www.relationshipexpert.co.uk. 'It helps to cover your emotions and will stop any tears.'

OCTOBER 2010 COSMOPOLITAN • 101
Your boss just told you off
We've all been there. Your face turns hot with embarrassment and your bottom lip's wobbling like you're five years old - a public put-down from your boss is always a horrible thing. "In this situation," says Dave Stevenson from www.expert-career-advice.com, "the best thing to do is be courteous, say as little as possible and then take some time to cool off before assessing what happened." Perhaps your boss was right; perhaps she was wrong - perhaps she's having a bad-life day herself. "That's not important," says Dave. "You must stay in charge of your feelings instead of letting them drive you to the wrong reaction." If, after reflection, you feel your boss had a point, etiquette consultant Melissa Leonard says you should take it as constructive criticism, approach her after the dust has settled and apologise for your part in the drama. "She'll be impressed by your willingness to move forward."

Bad Life Day No. 3

"Fly away, O unflattering garments"

Bad Life Day No. 4

Now your best friend has cancelled on you to see her new man
If she doesn't usually drop you at the first whiff of Gucci Pour Homme, give her a break. "If she's your best friend and she's cancelled, this guy might be the one," says Emma. "Make alternative arrangements to meet up and discuss the date," she suggests. "Or, even better, offer to come over for a glass of wine while she's getting ready." That way, you can half the fun of a girls' night out without having to bother matching your clutch with your nails.

However, if she starts making a habit of putting her new man before you, it could be time for a heart-to-heart. Relationship coach Dr Jackie Black says, "Remind her that men often come and go, but girlfriends are forever."

Bad Life Day No. 5

You've just split cranberry juice down your white top
Don't panic! If you act quickly, there's no nipples through his shirt, but don't make the situation worse by ignoring your blunder. Straight after your sweaty-panic moment, call IT to see if they can retract your email. If they can't, business-etiquette expert Cheryl Walker-Robertson suggests you write a follow-up email apologising - but keep the tone light. "To anyone you may have offended specifically, face the music and apologise in person," she says. "Maybe even offer to buy them lunch... if they'll sit with you."

Bad Life Day No. 6

You accidentally sent an embarrassing email to your whole office
Okay, so it's not ideal that the entire company knows you've clocked that Josh in accounts has wonky reason why your new Topshop tee has to end its life in the dustbin. According to Mary Marlowe Leverette, resident guru at www.about.com's Guide To Laundry, the best way to treat the stain is to blot it immediately with a white cloth. Then wet it with tap water and dab the stain to further dilute the cranberry juice. Keep dabbing until no colour is transferred to the clean cloth. "Whatever you do," adds Mary, "don't use soap as this will ultimately make the stain more difficult to remove."

And what about lipstick or mascara stains? To help extract the marks before washing, Mary suggests using vodka, hairspray - or even white bread. Yes, really. "Bread is wonderful - it's really just a big sponge," she says.

Bad Life Day No. 7

You can't do up your jeans
Damn those fat days! We all have times when we're more bloated than usual - maybe it's our period, maybe we're retaining water, or maybe we've just eaten too many cupcakes again. Whatever the reason, it can leave you feeling crap - especially when your skinnies just won't do up. Jane sympathises - and offers a solution. "Use a hair bobble and loop it through the buttonhole and around the button to give yourself more breathing space," she advises. "You'll need to wear a long top or wide belt to get away with this though," she adds. Alternatively, chuck your jeans to the back of your wardrobe (evil things) and wear a maxi dress until the bloat has passed.

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