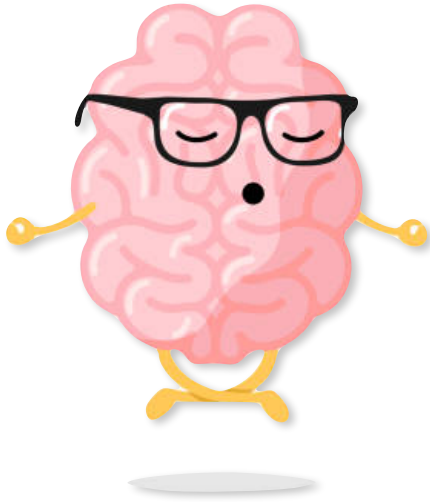


Wellness Wednesday



Becoming More Mindful

SIX SIGNS YOU MIGHT NEED MORE MINDFULNESS IN YOUR LIFE

Rachael Kable



- 1 You feel uncomfortable or guilty when you're not busy
- 2 You worry about the past and things you can't change
- 3 You're always planning for the future
- 4 You multi-task a lot and often find yourself making mistakes
- 5 You feel like you don't really get to enjoy pleasant experiences
- 6 You want to live more mindfully

A SIMPLE GUIDE TO CREATING A mindful workplace

mindfulness 1. The ability to calmly acknowledge things as they really are whilst being truly aware of the present moment.

Benefits of mindfulness

- ✓ Greater sense of wellbeing
- ✓ Improved ability to remain task-focused
- ✓ Better equipped to cope with stress
- ✓ Awareness of mental 'roadblocks'
- ✓ More cohesive team environment

9 easy ways TO BE MORE mindful at work

<p>Start the day with a few moments of 'conscious awareness'</p> <p>Spend a few minutes silently tuning in to the moment. Become aware of your thoughts (while being willing to let them go).</p>	<p>Practice active listening</p> <p>Listen carefully to what is being said, process what was said, and then reply thoughtfully and intentionally.</p>	<p>Notice your body language</p> <p>Body language speaks volumes. It sets your intention to both yourself and your colleagues.</p>
<p>Watch the tone and language in your communications</p> <p>Be mindful of the message you intend to send. At times, your intention may not match your intended outcome.</p>	<p>Eat mindfully</p> <p>Take small bites. Chew your food slowly. Notice the flavours and textures.</p>	<p>When stressed, take a time out</p> <p>Get some fresh air. A short break may break your thought cycle and change your perspective on things.</p>
<p>Respect all people, even if you may not agree with their ideas</p> <p>Everybody has the right to be heard. Listening to alternate opinions may help you with your own.</p>	<p>When communicating, remember to THINK:</p> <ul style="list-style-type: none"> • Is it True? • Is it Helpful? • Is it Inspiring? • Is it Necessary? • Is it Kind? 	<p>Stay in the moment!</p> <p>The past has already happened. The future has yet to occur. Check in with yourself. Now is what we have!</p>

How to be more MINDFUL



- 1 TAKE 3 DEEP BREATHS
- 2 TAKE NOTE OF YOUR SURROUNDINGS
- 3 DO A BODY SCAN
- 4 IDENTIFY WHAT YOU ARE FEELING, WITHOUT JUDGEMENT
- 5 WRITE DOWN 5 THINGS YOU ARE GRATEFUL FOR
- 6 FIND A QUIET SPOT TO MEDITATE

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