

Wind Down Wednesday

Workbook

● Goal:

To set boundaries for a better work/life balance

● Set a more specific personal goal here:

● Journal Prompts:

List the ways you wind down after work.

Where do you struggle with separating work life from home life?

Something I learned from this workshop was?

● Tips & Tricks

- Establish solid work hours
- Power down for the day
- Tidy up your space
- Do a brain dump
- Switch rooms
- Change clothes
- Appeal to the five senses
- Get creative
- Meditation



● Grounding Techniques:

- Breathe deeply
- Put your hands in water
- Take a short walk
- Move your body
- Listen to a guided meditation
- Yoga
- Sit/stand/hike/walk in the sunshine
- Try the 5-4-3-2-1 method

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● More Journal Prompts ●

What are my current work/life boundaries?

Where do I struggle with work/life boundaries?

What changes can I make to improve my work/life balance?

My favorite ways to decompress are?

Mindfulness practices that work for me are....

My idea of play or creativity is....

Use this space to answer journal prompts or just journal what comes to your mind during the presentation

A large grey rectangular area with rounded corners, containing a vertical pink margin line on the left and horizontal purple lines for writing. On the right side, there are two orange arrow-shaped tabs pointing outwards.

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● Brain Dump ●

Use this space to do a brain dump. What is a brain dump? Set a timer for 5 minutes and just write. Let your consciousness stream out of you.

Just write down everything that comes to mind. This practice helps empty your mind and gives you space.