

Work/life/home balance

Making spaces work for you



Towards new beginnings

- * Write down present schedule for the day.
- * Prioritize and organize.
- * See what negative spaces you can cut out.
- * See where you can bring in more productive/positive time.
- * Schedule 'ME'time and space for self care.
- * Understand and acknowledge your emotions.
- * Keep it simple and take one step at a time.



Set clear cut timings /prioritize

Have a routine

Include

Me time
Self care

SLEEP time
for me and
family

Prayer/
spirituality

Family
time

Home

Work

Communicate openly

Check
mail.
Social
media

Hobbies ,passion

Humour

Connect to others



Clear your mind

- * De clutter - spaces around you. Bring in clear energy and keep it simple.
- * De clutter list - Jot down everything on your mind into a list to organize . It can be tasks, thoughts and problems. Remove the ones that are not needed and schedule the rest according to priority.
- * Keep a to do list every night, before you sleep so that you don't take them to bed with you.
- * Fix a ME time, still your mind and find answers in silences, from within. (keep away gadgets / use them only for productive work).

Ease up by organizing -
Make a list of to dos and separate by priority.

	Urgent	Daily	Weekly	Monthly	Sometime
Home					
Work					
Myself					
Family					
Other					

If possible schedule timings to tasks .Cut out what you don't
need .

What

Anger issues ,
Stress,
Interpersonal issues ,
Loneliness,
Slowdown,
Mood swings,
Burnout.

Why

Time management
issues.
Uncertainty.
Communication issues.
Lack of self care.
Sleep issues.
Lack of social connect.

Solutions

Organize; Have a routine.

Self care.

Breathe, sleep, hydration, proper diet.

Cut out negativity.

Push positivity into your spaces.

Don't focus on what you can't control.

Take one step at a time.

Leverage nature to relax.

Relaxation /meditation/exercise.

Communicate with understanding.

Self care

- * Sleep.
- * Deep breathing / relaxation.
- * Me time(with digital detox).
- * Staying hydrated.
- * Nutritious diet and on time.
- * Staying organized.
- * Exercise / walking.
- * Online wellness.
- * Use online spaces productively.
- * Leverage the power of positivity, forgiveness and gratitude.



Using External support

Mindfulness apps.

Stress buster games.

Leveraging social media to connect.

Using humour.

Books on positivity.

Music apps.

Productivity videos / organizing tips on you tube.

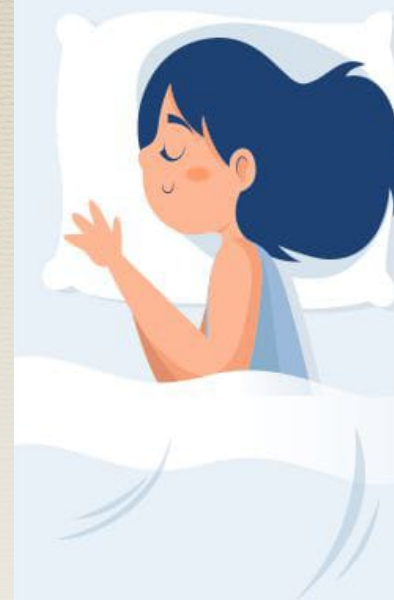
Telecounselling centers.

Online yoga /art/dance.



Towards a new Earth - together.

- ▶ Accept that COVID19 will cause / require lifestyle changes from all of us.
- ▶ Stay away from negativity ,especially overdose of non helpful information on COVID 19.
- ▶ Turn to music, books, creativity, humour, bonding to see you through.
- ▶ Understand that each of us will react to the present scenario in different ways.. that it is okay to be anxious.
- ▶ Focus on what you can change and make short term plans first. When there's clarity, make more changes as you go.
- ▶ Count the blessings we have.
- ▶ Understand that there might be friction, and anger issues, but that you can change your mindset to deal with things in a better way.
- ▶ Staying positive and working together will get all of us in better spaces sooner.
- ▶ Draw a route map of possibilities and eventualities regarding ways forward.
- ▶ Plan for a new Earth ,with regards to lifestyle, family, finances and work.
- ▶ Reassure and bond with family and friends and people who need you, that we will get over this together, soon.
- ▶ Reach out for support if needed.
- ▶ Don't play the blame game. Dont bring in negativity into your spaces.
- ▶ Together we will build a new Earth.



SLEEP- OUR SECRET WEAPON.

The one crucial ingredient we have that we take for granted in combating stress and health issues is sleep. We shouldn't underestimate the damage that lack of sleep does in creating health issues. For those facing sleep issues, it's a vicious cycle which will lead to burnout if you aren't careful.

Some solutions to fix sleep issues.

1. Go to bed and wake up at a fixed time everyday.
2. Keep the room cooler than your body temperature.
3. Consume enough liquids to stay hydrated.
4. Switch off gadgets an hour before bedtime.
If you have to use them, use apps like f.lux or twilight (or in dark mode) to reduce the blue light emission.
5. Switch off lights or wear eye masks. The darkness helps in the production of sleep hormone melatonin.
6. Have a wind down routine one hour before sleeping.
(Like relaxation techniques, listening to calming music etc).
7. If you are anxious about the next day's issues, jot it down on a to-do note, so that you don't think about it till the next day.
8. If you can't sleep, get out of bed and do something until you feel sleepy. Go back to bed only when you feel sleepy.
9. Avoid nicotine, caffeine or alcohol close to bed time.
10. Avoid strenuous physical or mental exertion close to bed time.
11. Eat an adequate dinner.
12. Avoid checking time when trying to sleep.
13. Avoid stressing too much about sleep.
14. Let's use this superpower to be our strength.

For further support, look up blog.bodhini.in

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◆ A BODHINI INITIATIVE ◆

For more information - look up our blog at-
bodhini.in/blog/

- * Towards a safer world together
- * Reporting cyber complaints
- * Healing
- * Sleep- our secret weapon
- * Online safety
- * Stabilizing relationships
- * Body safety for children

Storms pass.
Towards gentle new beginnings, together.



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