

# Working-from-home routine

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## Get up

Ideally get up at the same time every day; it keeps things simple and creates routine, an antidote to chaos and lack of control.

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## Breakfast

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### Mindful moment

Take three deep breaths, checking in with yourself and how you are; bringing to mind your colleagues and wishing them and yourself well for the day; if you like journaling, briefly write down a few thoughts, feelings, your intention for the day.

### Work period

60 – 90 minutes.

### Mindful moment

Step to the window or garden, take three conscious breaths and look at the sky, really look at the formation of the clouds or the different shades of blue.

When you go to the toilet – turn washing your hands into a mindful moment; invite your awareness to the sensation of the water and the soap on your hands, the temperature of the water on your skin etc.

### Work period

60 – 90 minutes

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## Lunch-break

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Take 45 to 60 minute for lunch away from your desk – have your lunch mindfully, enjoy the taste of the food without doing anything else while eating (e.g. looking at your phone, screen or watching TV); after lunch lie down for 15-20 minutes in the resting (foetus) position; it's a wonderfully restorative posture as the body and mind can completely relax and let go of any tension.



# Working-from-home routine (contd.)

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**Work period**  
60 – 90 minutes.

## Mindful break

Step outside – walk around the block or go for a 20-minute stroll in your local park – movement and nature are good for us, it clears the mind, grounds us in the body and connects us to the wider world around us.

**Work period**  
60 – 90 minutes.

## End-of-the-day mindful moment

Check in with yourself again, how you are, acknowledge what you have achieved today, write down what you want to focus on the next day.

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## Dinner

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## Mindful evening down-time

Connect with a friend or loved one via phone or video call and as well as sharing how difficult times are, keep this time short and anchored in the present moment (vs spiralling off into catastrophic conversations). Also share the good stuff that has happened in your day, i.e. what you have managed to achieve, the kindness of a neighbour or friend offering help, the opportunities you can see arising etc.; or choose to watch an enjoyable film vs mindlessly watching TV, the news or surfing the internet; or read a novel that you have wanted to read for a long time, play an instrument, paint, draw, do yoga, meditate...

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