

DECEMBER 2018

# CARE PACKAGE





### CARE PACKAGE

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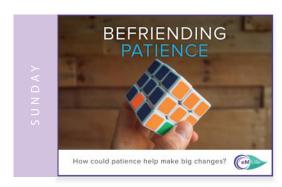
# **DECEMBER 1-3**

# WEEKLY CALENDAR



01

Even though we're constantly communicating these days, it's easy to miscommunicate. By taking time to slow down and be present as we're communicating, we can be more caring as we connect with others.



02

You've likely had the thought that you could benefit from being more patient, but what exactly does it mean to be patient? Sign up for the Mindful Dally and learn how to Befriend Patience to make big changes!



03

Do you wake up Monday morning with a sense of dread for the week ahead? Learn how mindfulness can help you get over the Monday Morning Blues at the Mindful Daily!

# DECEMBER 4-10

# WEEKLY CALENDAR



The holiday's can be challenging, and it's important to honor your own feelings if you find this time of year to be painful. At today's Mindful Daily, learn how being present can help you better navigate the holidays by noticing what you truly need.



By becoming familiar with your "obstacle pattern" you can notice how you react to challenges in mindfulness practice and other areas of your life. Knowing these struggles can help you anticipate and plan strategies to stay on track in the moment.



One of the best ways to tackle a big project, or even improve ourselves or our relationships, is to think in terms of small doable steps. Sign up for the Mindful Daily to learn how to reach your goals Step By Step!



Separation anxiety is something we experience when we're separated from people or things we depend on. But remaining calm and present during these moments can help us discover what drives our feeling of separation anxiety.



It's easy to get lost portraying ourselves in a way to get others to like us. But this may not be effective in attracting meaningful relationships. What would change if you connected to your authentic self, instead of what others want?



We all have goals that would help us lead our lives more aligned with our values. And at the same time, we're likely doing behaviors that work against our goals. Why is it that we work against the important goals we have? Find out at the Mindful Daily!



Have you become bored with the same thing day after day? While expanding our horizons keeps life interesting, we can also learn to experience our current horizons with fresh eyes. Start seeing things For The First Time at the Mindful Daily!

# DECEMBER 11-17

# WEEKLY CALENDAR



Competition can be an excellent motivator for personal growth. But how do you know when your competitive drive is going too far? Learn more about The Spirit Of Competition today!



Many of us have a stressful relationship with finances which results in avoidance. Our thoughts may turn into worries that we don't have enough now, or for later. Learn how to Stop (Financially) Stressing at the Mindful Daily!



What is something you truly want to cherish this holiday season? At today's Mindful Daily, learn how mindfulness can help you tune in and notice what you need to do to truly Cherish This Moment.



Impatience with wanting to enrich our lives immediately can mean that we overdo in some areas and under do in others. Recognizing impatience allows us to see if our reactions are moving us closer to what we want.



What happens when you define yourself as someone who always, never, or has to have it a certain way? At today's Mindful Daily, learn how mindfulness helps us understand and explore the judging nature of the mind.



Have you had something valid to say, but your delivery made it hard to hear? Sometimes poor delivery leads others to react to our communication approach instead of the value of what we're staying. Make your point heard with mindfulness!



Have you noticed how often you or others comment on what is challenging? What if you flipped the question and considered what's actually easy and enjoyable about your day? Learn how mindfulness can help When The Going Gets Tough today!

# DECEMBER 18-24

# WEEKLY CALENDAR

THEME WEEK: HOLIDAY JOY



This time of year is associated with joy. For some this feels like a natural connection. But, for others, they can feel pressured to connect to other's experience of joy, and can feel fake. Mindfulness can help you find your joy for a Holly Jolly Holiday!



Sometimes what we want more than any holiday gift that comes beautifully wrapped, is for someone to truly see us, and to see us through a lens of goodwill. Learn The Joy Of Being Seen with mindfulness!



What are the holiday season stresses that lead you to a state of overwhelm? Find out how mindfulness can help you De-Stress Through Joy at the Mindful Daily!



The holidays can be a time of connection with those we're closest to and those we don't get to connect with very often. But it can also be a time of missing people. How do you celebrate those in your life who aren't with you over the holidays?



Generosity is the gift that gives back! Being generous penetrates our mind-set, mood and physiology with a sense of joy and connection. Learn tips for sharing The Gift That Keeps On Giving at the Mindful Daily!



Joy can spontaneously fill us in any moment we're present in our lives. And we're more likely to experience greater holiday joy, if we have a ritual we repeat everyday. Discover your Holidaily Joy Rituals at the Mindful Daily!



Joy is often portrayed as being loud, celebration filled moments with others. But, that doesn't capture the full range of 'joy'. We don't actually need to fill the moment with joy, instead we can tune into the joy in being present with how it is now.

# DECEMBER 25-31

# WEEKLY CALENDAR



By bringing to mind the small successes throughout our day, we're able to help our brains rebalance our perspective of what we do and how this matters - both for others and for ourselves. Learn more at the Mindful Daily!



Taking the time to actually check in with yourself can make a dramatic difference in your life. When we check in, we can respond appropriately to what we're experiencing in the moment. How often do you check in with yourself?



What's your reaction when you don't get an immediate response? Do you become annoyed by waiting? Recognizing that our expectations are a significant contributor to our stress is essential.



For most people, when workplace stress is high, we'll stop the activities we look forward to outside of work. But giving up these activities doesn't help beat stress. Learn how mindfulness can help you combat workplace stress at the Mindful Daily!



The impact of our environments can be even more pronounced during the holidays as everywhere we turn is decorated to the max, holiday music playing and more people in our spaces. Learn how to use the holiday spirit to be present with mindfulness!



The desire to be perceived in a certain way may be a sign that you don't fully trust that you're likable. Mindfulness helps us learn to recognize the mental habit of "knocking ourselves down" through self-judging and criticizing.



Do you ever find yourself consuming unconsciously? Whether with dessert or even just a magazine, we all do it. What would shift for yourself and your finances if you started to consciously consume?



### SPREADING JOY WEEK DECEMBER 18-24

# The Joy of Silence

Kelly Barron. M.A., is a certified mindfulness facilitator, at UCLA and writer. She teaches mindfulness for UCLA's Mindfulness Research Center as well as for corporations, schools and private groups. Kelly has worked as a mindfulness teacher with eM Life since 2016. She came to learn the value of mindfulness as a deadline-driven journalist. Now, she's passionate about sharing mindfulness with others to help them live with more ease, clarity and joy. You can learn more about Kelly and read her blog at www.kellybarron.com.

While trudging over the snowy expanses of the North and South Poles and climbing to the rarified heights of Mount Everest, Norwegian explorer Erling Kaage discovered something unexpected. He discovered the subtle joy of silence.

"Silence in itself is rich," Kagge told Natural Awakenings magazine. "It is a quality, something exclusive and luxurious, and also a practical resource for living a richer life. Silence is a deep human need that in our age, has ended up being scarcer than plastic bags from Louis Vuitton..."

It's true. We live in an exceedingly noisy world filled with blaring horns, cell phone rings, leaf blowers and dripping faucets. Governmental agencies have long sought to reduce noise pollution, acknowledging the health hazards of so much clamor.

But silence isn't just about the absence of environmental noise. It's also about the silence that can be found within us and the delicate joy that emerges when we're fully present with our moment-to-moment experience. Kaage says he walked alone for 50 days and nights in search of total silence, but he didn't find it until he turned inward toward an inner silence. And for centuries philosophers, psychologists and statesmen have praised the virtues of silence and personal reflection.

Ben Franklin listed silence as one of his thirteen virtues. And the 16th century philosopher Blaise Pascal remarked: "All of humanity's problems stem from man's inability to sit quietly alone in a room."

### The Simplicity of Silence

Taking time to be quiet – even for just two minutes – can be more relaxing than listening to music, according to a 2006 study published in the journal Heart. Research in mice has shown that silence also benefits the brain, regenerating cells within the hippocampus,

which is important for learning and memory. And the country of Finland feels so strongly about the benefits of silence that its convention bureau created a "silence" marketing campaign designed to entice world-weary travelers searching for peace and quiet. Finland's campaign features beautiful images of still lakes with the tagline: "Silence, Please."

Yet, many of us, like proverbial moths to the flame, are drawn to the noise of our busy, digitally connected lives. So much so that we'd rather receive an electrical shock than sit in a room alone with our thoughts. That's what University of Virginia researchers discovered when they conducted an experiment offering study participants that very choice. Shockingly, most of the participants chose to give themselves an electrical jolt rather than sit in silence.

But treasures can be found when we invite silence into our lives. When we're quiet long enough for our thoughts to settle, for our bodies to relax and for our feelings to move freely through us, we can often find an abiding joy that exists from simply being.

Adventurer Kaage found the joy of this kind of inner silence in the extremes of nature. But you don't have to scale Mt. Everest to find it. Mindfulness –the act of paying attention to the present moment without judgment - can be a means of finding inner silence in the midst of your daily activities. Moments of inner silence can arise whenever you sit quietly and devote your attention to your breath. Inner silence can be found when you do the dishes with your full attention. It can even appear on a crowded bus when you decide to put away your iPhone and take in the moment-to-moment experience of the swaying bus, the passing traffic and the chatting of strangers traveling beside you. When we fully contact the routine moments of our day in silence, they become fuller and even

pleasurable. Doing the dishes with singular, silent attention can elevate a chore into an experience that fills the senses with sounds, sights, temperature and touch.

Whether we realize it or not, we seem to be longing for more quietude in our lives. Sound canceling headphones, white noise machines and recordings of babbling brooks comprise a booming quietness industry.

But a far simpler path to finding inner silence might be to add a bit of mindfulness into your day. Go for a walk alone and make the experience of nature or even the city streets the objects of your singular attention. Spend a few extra moments in bed after awakening in the morning and listen to the sounds of the house and the world outside coming to life. During the whirl of your workday, pause and attend to the rising and falling sensations of your breath. See if a little bit of silence floats to the surface amid the waves of thoughts.

Encountered in this way, silence is not something to fear. Instead, it's a gentle friend – one who can help you balance the ups and downs of your day, connect you more meaningfully to yourself and add a bit of joy to your life.

Ready to bring more peace into your day? Learn how you can experience joy and peace in every moment of life (both quiet and clamorous), visit to eM Life where mindfulness experts guide participants through live online mindfulness practices.



# DECEMBER MINDFULNESS ARTICLES



These articles from other publications support our monthly mindfulness topic – HOLIDAY JOY

MINDFUL HOLIDAY Quick Read (2 min)

5 Tips for Enjoying the Holiday Without Gaining Weight

CLICK TO READ

Quick Read (3 min)

Enjoy the Holidays More with Mindfulness

CLICK TO READ

Quick Read (5 min)

20 Mindful Habits to Practice for a Happier Holiday

CLICK TO READ

HOLIDAY
MINDFULNESS
TIPS

Quick Read (3 min)

Mindful Holiday
Management: Tips
for Enjoying the
Season

CLICK TO READ

Quick Read (4 min)

8 Mindfulness Tips During the Holidays

CLICK TO READ

Longer Read (5 min)

5 Mindful Tips for Navigating Holiday Stress

CLICK TO READ



### **RESILIENCE**

# **Dealing with Difficult People**



### **REGISTRATION INFORMATION**

Date and Time:
December 12th 1:00 pm EDT
December 18th 12:00 pm EDT

ENROLLMENT IS LIMITED. Sessions fill up quickly. Register now in your company **eM Life portal.** 

Working and society entails coming into contact with difficult people from time to time. Seeing commonalities instead of differences can help turn an aggressive confrontation into one of greater understanding. Central to the art of dealing with difficult people is to recognize their humanity. Plato said, "Be kind, for everyone you meet is fighting a hard battle." As we learn to perceive our shared humanity, we're less reactive in response to "difficult people" and focused on how to handle the difficult situation.

**COMINGINJANUARY** 

RESILIENCE
Understanding Mindfulness

Please contact Support at support@emindful.com or 1-855-211-1536 with any questions.



### MINDFUL EATING

# Mindfulness Skills To Help Beat Holiday Eating Stress



### REGISTRATION INFORMATION

Dates and Times:
December 11th 3:00 pm EST
December 19th 12:00 pm EST

ENROLLMENT IS LIMITED. Sessions fill up quickly. Register now in your company **eM Life portal.** 

The holidays can be a challenging time to stay on track with weight loss goals. Frequent restaurant and social eating, special holiday foods and traditions, extra stress that comes with balancing work and holiday commitments. And this leads to less time for exercise. While restaurant and social eating, holiday foods and increased stress pose a challenge to weight loss, there are numerous mindfulness strategies that can support managing stress, balanced eating, and maintaining healthy habits that support weight loss.

COMING IN JANUARY

MINDFUL EATING
The Key to Sustainable
Weight Loss

Please contact Support at support@emindful.com or 1-855-211-1536 with any questions.

# MINDFUL MEETING MOMENT

Choose your desired length of Mindful Meeting Moments- short form mindfulness practices that can prepare your team to be more present, more focused, and more effective for the meeting ahead. So settle in, straighten your spine, and follow along.

1 MINUTE

3 MINUTES

CLICK TO LISTEN

5 MINUTES





the

# MINDFUL DAILY

# PRACTICE GUIDE

**VOLUME 2** 

a handy pocket guide to

GRATITUDE, JOY, COMMUNICATION, AWARENESS, REDUCING STRESS, PERFORMANCE and EFFECTIVENESS



# DAILY MINDFULNESS FUNDAMENTALS

### **GRATITUDE**

What are you grateful for so far in your day? How does gratitude feel in your body? Will this truly make you happy?



Let go of the sense: "This is not how it should be"
Bring your attention to the inner experience of daily activities
How does a human deserve to be treated?

# TIPS FOR STAYING MINDFUL

- © Set an alarm every 1-3 hours to focus your attention on an activity, sensation, or thought.
- Take a mindful breath and focus your attention on the feelings in your body.
- Identify joyful, stressful, or routine activities and focus on the thoughts and feelings they bring.





# **GRATITUDE**

It's easy to focus on what isn't enough and overlook all of the things going well and the small successes for which you can be grateful. By intentionally practicing gratitude you are more likely to recognize how you are enough, experience enough, and have enough.

# PRACTICING GRATITUDE

### **GRATITUDE FOR YOU**

How would it be if you trusted you are enough? Smart enough, kind enough, successful enough? Take a moment to be grateful for the ways you are enough right now. If the "yes, buts" show up, see if you can let them go for now and just soak up the gratitude of being enough.

### GRATITUDE FOR THE BODY

Send your body gratitude for helping you get from one place to another, communicate with others, express your needs, etc. What can you be grateful for that your body has made possible today?

### **GRATITUDE FOR OTHERS**

Who are you grateful for in your life? Are there loved ones who make your life brighter and more meaningful? Colleagues and mentors who help you grow? Communities where you feel a deep sense of belonging? Notice how connecting to others with a sense of gratitude can deepen your sense of connection and strengthen your relationships.

# **GRATITUDE FOR LIFE**

Recognize the good and wonderful aspects of your daily life – nature, people, places. These can be the small and the big things in life. Running water, nature, education, your mindfulness practice, an act of kindness, your favorite sports team... Notice how you can increase your satisfaction with your life by intentionally connecting to gratitude.





# **JOY & HAPPINESS**

Life can become a series of busy actions and transactions, that crowd out moments of joy and happiness. These simple steps can allow you to experience greater happiness and joy throughout your day... no matter what you're doing.

Allow yourself to experience more happiness and joy throughout your day

JOY DAILY: STEP BY STEP

### **INTERACTIONS**

Today, every time you have a task, request, or errand that involves interaction with another person, start with a mindful pause. Use all of your senses to be fully present.

Take a minute or two to send loving-kindness to the person you are acquiring for or from (this may be to yourself).

Ask yourself if there is a way that giving of your time, attention, energy, or money would bring more happiness in the process of acquiring, or more happiness than acquiring.



### DROPPING INTO RIGHT NOW

Joy and happiness are only experienced in the present moment. So the more present we can be throughout the day, the more opportunities to experience joy and happiness.

- Set your alarm to go off every few hours signaling you to stop what you are doing.
- 2 Take a mindful breath and become fully present. As you feel the breath moving in and out of your body, feel the joy in breathing.
- Expand your awareness to observe what is happening now that brings you joy and happiness. How does it feel in your body?
- Let the experience of joy and happiness throughout your day recharge you and help you be more effective in your day.

Joy and happiness are only experienced in the present moment





# COMMUNICATION

Connect in ways that are more fulfilling and effective.

Connect to your intention of how you want to communicate with others

# **HOW MINDFULNESS CAN HELP**

### CONNECT TO THE POWER OF YOUR WORDS

By speaking from your deeper intentions for what you want to communicate.

Prior to individual or group conversations, take a moment to Stop what you are doing or saying.

Check in with your body. What are you noticing? Is there any tension, tightness, impatience? Or relaxation, ease, patience, curiosity, wanting to connect? Simply notice what is happening now that may influence your communication.

Connect to your intention for how you want to communicate with others. Is there an intention for clarity, to be understood and to understand, kindness, connection?

As you engage in conversation, keep connecting to your intention and notice how this influences your interaction.



### BE MORE PRESENT BY STOPPING MENTAL INTERRUPTIONS

Research shows that our minds wander about 50% of the time, and this can mean we aren't present much of the time we're communicating with others.

Today, each time you are engaging in a conversation, practice noticing when your attention wanders away from listening to the other person.

Take a breath to help you reset and become present.

Refocus on listening mindfully to the other person. What are the words spoken? The emotions present? What is matters in this conversation?

Each time your attention wanders repeat these steps. Make sure to practice kindness toward yourself and try not to criticize yourself when your mind wanders. Mind wandering is normal, and criticizing yourself will only keep you distracted for longer, while kindness will help you relax and connect.



### LISTEN MINDFULLY BY ABSOLVING ASSUMPTIONS

Assuming itself is not bad. It's an efficiency of the brain to jump to conclusions, without having to think deeply and comprehensively about everything. However, buying into assumptions prevents the curiosity necessary to see reality clearly, explore different perspectives, and understand others.

- Practice listening with a curiosity and openness to learning something new, or to trying out a new perspective.
- 2 When you notice assuming you already know what the other person will say, or what the right perspective or way to think about the topic is, take a pause.
- Take a breath or two and notice how assuming feels in the body. Is there tension, impatience, frustration, arrogance, feeling closed off? Notice that it is the opposite feeling of being curious.
- Now practice becoming curious and open to what the other person is saying. See if you can try out the other perspective. What is it like to listen with a sense of wanting to understand and experience something new?
- As you wrap up the conversation, you don't need to buy into the other person's beliefs or perspectives. This practice is about noticing how assumptions can limit our learning, understanding and connection.





# **AWARENESS**

We are constantly experiencing thoughts, emotions, sensations, and other information within ourselves, from others and our environments. Learning to be aware of our inner and outer worlds can help us to make wise choices for our health, relationships and work.

# Tap into a deeper sense of knowing in the body

### MINDFUL AWARENESS CHECK-IN

Start training your awareness by taking a few moments to stop and check-in with your experience in the moment.

Notice what's happening in the mind. Is there a busyness of chatter? Does it feel like your mind is racing? Or is there peace and space between thoughts?

Drop beneath the chattering mind. Notice any themes of thinking. Are your thoughts planning, remembering? Are your thoughts positive or negative? Are they productive and helpful or unproductive and unhelpful? What is important about your thinking? Your emotions? Are they subtle or intense? What are your emotions trying to tell you? What about your physical sensations?

Drop into wisdom. Connect to a deeper level of knowing. You might notice intuitions or values that are informing what is sustainable and what isn't, your true needs, what to let go of. Simply learn to tap into a deeper sense of knowing in the body and make space for that knowing to become conscious.



### BEING VS DOING

When we're caught in a habit of doing, doing, doing, we miss valuable information necessary for taking good care of ourselves and being truly effective in our lives. Learning to make more space for "being" can be just what is needed for greater health, happiness, connection and performance.

- Bring awareness to what drives you to resist "being" and jump into "doing".

  Are you overwhelmed by your to-do list? Feel guilty about taking a moment for yourself? Does it feel validating to be so busy? Or is it simply a habit of doing that feels unnatural to stop?
- 2 By bringing curiosity to what pulls you out of "being", you can better understand your own needs. Do you need to cross things off the list that don't truly add value to your life? Or to give yourself permission to "be."
- Take a moment now to just "be." Notice that experience. What is the value in having more time for "being" right now? What are you becoming aware of that could help you make wise choices in this moment?

# Make a commitment to take care of yourself

# **AUTHENTIC SELF**

Before getting out of bed, as you go to sleep, and one other time today, ask yourself what you need in order to stay connected to your authentic self.

Take a few moments to check in with your body and see if you become clear.

Make a commitment to take care of yourself by responding to others authentically today.





# **STRESS**

We experience stress when we do not believe that our capacity for coping with obstacles is enough for what the circumstances demand. When we think these demands exceed our ability to cope, we then perceive stress.

# Make time for a reinvigorating activity

### STRESS BUSTING TIP FOR REINVIGORATING YOURSELF

- 1 Consider one thing or activity that helps you feel more engaged and resilient. This could be taking a 5-minute break, chatting with a friend, reading something that makes you laugh, or walking outside for a few minutes.
- Take a few minutes today for the recreation you've chosen, in order to "re-create" a sense of balance, energy and inspiration.
- Notice the impact that just a few minutes of a reinvigorating activity can have on your day.



## **GET PERSPECTIVE!**

Taking your stress temperature is a great practice to check in and notice how much stress you have and if you're managing stress effectively, or making it worse.

Set your alarm to go off every 2-3 hours and practice STOP - Stop, Take a breath, Observe, and Proceed.

Stop and take a few mindful breaths to become present.

Observe your inner experience. Are you experiencing any stress? If so, is the way you're thinking and feeling appropriate for the situation? Is it helping to problem-solve and minimize stress, or is your reaction making it worse?

Proceed with greater clarity about how to keep stress in check by managing your inner experiences more effectively right now.

# Take a few mindful breaths to become present

# **CHECK IN**

Check in and notice your level of stress, or lack of stress. What is the urge or reaction that is wanting to happen in the moment? Notice what happens when you shift into the observer mode and stay curious without acting on your urge.





# **PERFORMANCE**

Create the inner conditions for optimal performance by tapping into your mind and body.

"What is uniquely being called for right now?"

### THE POWER OF PRESENCE

When we're not present in the moment, our decisions are made out of habit. This means that we're making choices for now based on what we learned in the past. While there is value in being able to do this, we're able to make choices for optimal performance when we're tuned into what is uniquely called for in this moment's circumstances.

Today, when you're engaging in routine tasks, take a moment to pause and notice any auto-pilot habits you're engaging in. Perhaps the assumptions you're bringing toward a person, conversation, or task. Notice how that habit gets in the way of noticing what is unique about the situation right now. Then ask yourself, what is uniquely being called for now? Would more curiosity, patience, creativity, kindness allow you to move forward more effectively?

As you move forward, notice how waking yourself up to what is unique in your everyday situations allows you to perform optimally, be of greater service, and enjoy your day.



### ATTITUDE IS EVERYTHING

While attitude isn't really everything, it significantly influences the way we experience and do everything.

Today, choose an intention or attitude that you wish to cultivate in your life so that you can perform more effectively.

Practice experiencing everything that happens both in your internal and external world from that attitude. For example, if you choose abundance it might be experiencing your day through the lens of "I have enough time for what matters," "I have enough resources to make this happen," "I have enough money to be happy," "I have enough love in my life..."

Notice how your attitude influences how you experience the moments of your life, and how you respond to each situation.

Better decisions are made when you're fully present



### THE FUTURE IS NOW

Your beliefs and expectations can create a sense of worry, when unchecked can leave us paralyzed by overwhelm, fear and uncertainty. Manage your expectations about the future to make wiser choices now.

Today, practice becoming aware of your expectations and how they influence your thinking, mood, and choices.

If you notice negative expectations about the future spinning you into a state of worry and overwhelm, take a deep breath to shift your attention back into the present.

Then ask yourself, "Who would I be without that worry?" "What can I do now by staying present?" "What support do I need to take care of myself?"

Notice how becoming present allows you to connect to your resourcefulness now to make wise choices now for your future.





