

Focus and Clarity

Focus

Practice

Take some time to sit quietly and notice what distracts you. Place your attention on your breath. Notice when you get distracted. Give the distractions a label: worry, clock, argument, planning, etc.

This will help you to start to notice your habitual distractions.

Strategy

When you notice that you are having a hard time to focus, pause and see if you can name the distraction. What is stealing your attention?

Once you name the distraction, take the opportunity to be curious with the following questions.

- Is this distraction in my control (my expectations, worry, do-list, habitual thought patterns, etc.)?
- Is this distraction out of my control (noisy room, someone else's expectations, deadline, etc.)?

Clarity

Practice

Take some time throughout your day to pause and notice how you are in the moment. Consider how your body feels, what emotions you might be experiencing and your state of mind. Then use a single word or weather report to name the general sense of how you are.

This will help you to notice when you are having an emotional reaction that is clouding your judgement or narrowing your perspective.

Strategy

When you notice that you are caught up in an emotional reaction, pause to notice the physical reactions that you are experiencing - tension, nausea, clenching, butterflies, etc.

Rather than continuing to think about the situation, take 3 deep breaths to shift your body out of the fight/flight/freeze response.

When you feel calmer, take the opportunity to be curious about the situation or person by asking yourself some questions such as:

- Is this the whole picture?
- Is this the only possible truth about the situation?
- Am I willing to see this differently?

General Practices

Arriving

When you are transitioning from one situation or place to another (especially on Zoom), let yourself arrive by taking a few moments to:

- Become present in your body - stretch and move in a way that feels comfortable
- Become present in the physical space - look around and notice specific objects, colors, shapes
- Become present with other people - acknowledge other people with a wave, greeting or silent reminder to yourself that every person/face/name on a screen is a person “just like me.” This person loves, is loved, has hopes and dreams, has felt heartbreak and joy and sorrow.

Mindfulness

Set aside 10 minutes a day to develop the strength and flexibility of your mind.

Don't add it to your day - Take something out - 10 minutes that don't contribute to your health and well-being|

Take a few moments to settle into your seat and establish a posture that feels:

Grounded: feel your feet on the floor, weight of the body in your chair.

Upright: feel the length of your back, upright but not rigid

Open: shoulders relaxed, soft front

At Ease: hands resting comfortably in your lap

Turn your attention to your breath. When you notice that you are distracted, gently return your attention to your breath, again and again and again.

KORABEK TRAINING

Building *Resilience* Through Mindfulness

Want a Mindfulness Practice You Can Really Use?

Download my [Free 3 Secrets PDF](#)

Need a little support for your mindfulness practice?

Join the private Facebook group: [Practicing Mindfulness: Where Life Meets Meditation](#)

Workshop Resources

Focus: The Hidden Driver of Excellence

Daniel Goleman

TED Talk (10 minutes) with Matt Killingsworth, the psychologist who designed the Track Your Happiness study. This study examines how distracted we are and how it affects our happiness.

https://www.ted.com/talks/matt_killingsworth_want_to_be_happier_stay_in_the_moment

For more about Paul Ekman's research, here is a link to a blog he wrote about emotional triggers:

<https://www.paulekman.com/blog/managing-emotional-triggers/>

Feel free to contact me (liz@korabektraining.com) if you have any questions or need help getting started with mindfulness.