



SONA

The PRODUCTIVITY Expansion

Colloquially know as the Get Sh*t Done Module. Can we really do it all, without burnout? And how can we make it easier to achieve everything we need to?

PRODUCTIVITY

WEEK 5 – WHAT’S BEEN GOOD?

What’s been good?

Write at least 5 things down from this past week which have gone well, anything that’s good. It can be the smallest thing or something big. Please feel free to share them in the Facebook group too in our daily ‘What’s Been Good’ posts, it’s great to see all the positivity.



PRODUCTIVITY

WEEK 5 – YOUR BURNERS

What are your burners?

What are the main 'burners' in your life? Which areas require your energy, use big categories, of course there are many sub-categories, but keep it simple. Think about the balance, if you're drawing your burners draw bigger circles for the areas you're currently putting more energy into. How do you feel about what you have now? What one small step can you take this week towards having a better balance, or if you're happy with it, what can you continue to do to keep that balance?



PRACTICAL PARENTHOOD

WEEK 5 – MY IDEAL WEEK

In your ideal week, what would you include? Dream about the possibilities? Things for you and your family, friends etc. What would a 10/10 week include for you? Note down the things below:



PRACTICAL PARENTHOOD

WEEK 5 – MY IDEAL WEEK

Now add it into some kind of framework, it doesn't have to be to the minute but create an example of an ideal week here. If you'd rather just journal or write it out in sentences that's fine too.

Day	AM	PM	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			



What can you do to move next week one step closer to your ideal week?
What plans can you put in place to make this more realistic?

SIMPLE RELAXATION TOOLS

WEEK 5 - 54321 RELAX

This is a great tool to help you relax physically, relaxing physically leads on to relaxing mentally. The more you practice this the quicker it will happen when you need it. One of the great things is that no one can tell when you're doing this, so use it whenever you need to, standing in the supermarket queue, when you don't feel you're patient enough with the kids, or any time you're overwhelmed.

Imagine your body is divided into 5 zones.

Head to shoulders, waist, hips, knees and toes.

You're going to relax each of these zones in turn.

Taking a normal breath in, as you exhale release any tension from you head down to your shoulders.

Completely scan that whole area - the forehead, around the eyes, cheeks, jaw. And also the back of the head down to the neck.

Repeating this for each of the 5 zones in turn.

When you get to your toes do one more full body scan, relaxing even more.

