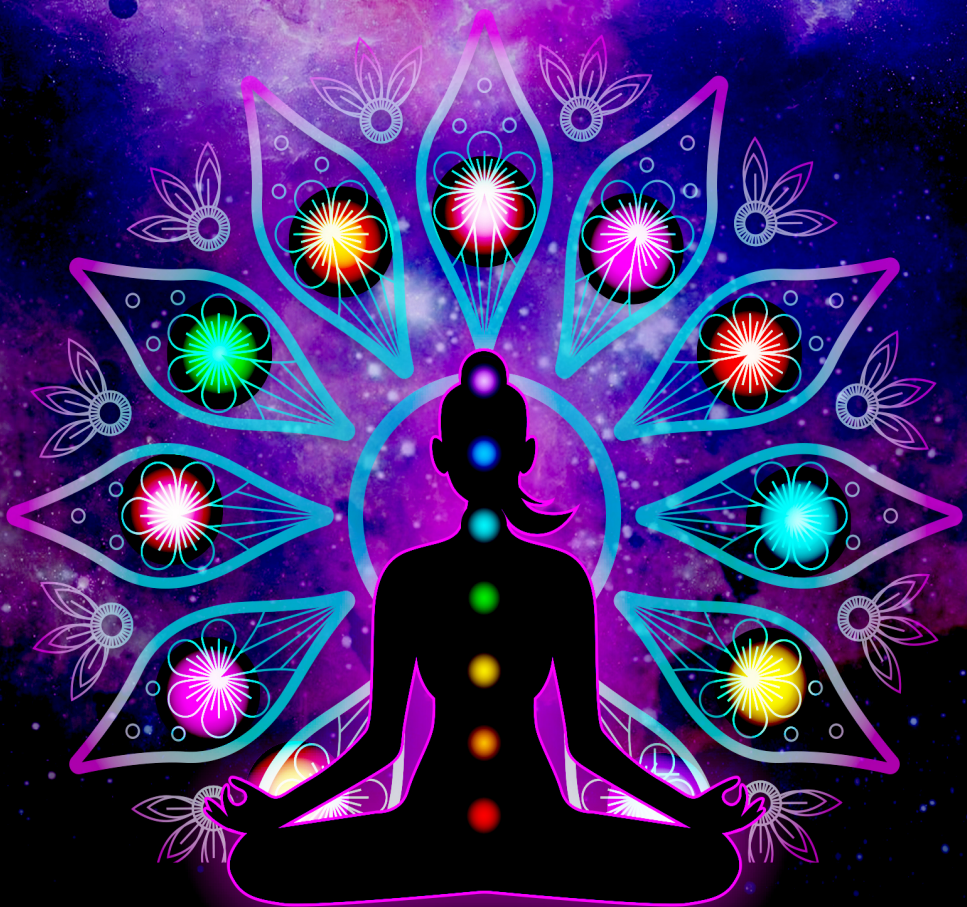


MANAGE MY MEDITATION

Seven Days to a Powerful Tool for Success
and Transformation



KENNETH J. MARTZ, PSY.D.

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www.DrKenMartz.com





An excellent primer for anyone who is new to the practice of meditation. What impressed me the most is Dr. Martz' wide-ranging knowledge, his enthusiasm for his topic, and his obvious love of passing on this information to others.

Joe Wisinski for Readers' Favorite, Five Star Rating

This book is an invitation to a seven-day experience that transforms and transcends self. The book is a synergy of substance and style that engages readers and empowers them to manage daily challenges with calm and confidence. Thank you, Dr. Martz. Your compassion, care, and competence exceed expectations.

**Dr. Sandra Rasmussen, Author of Recovery Works!
The Development of Competencies for Recovery by
People with Addiction**

Dr. Martz does an outstanding job of offering solutions to manage our emotions and prevent them from sabotaging our life goals. His 25 years of experience in the fields of Mental Health and Addiction allows for insight and perspective that few can give.

Joel Elston, Author of The Bench

Dr. Martz has a way of explaining addiction and recovery success in an easy-to-read format. This book will help people understand there are many ways to recover and treat underlying illnesses that often accompany the cycle of addiction.

Suzanne L. Thistle, MA, MLADC, author of the Chem-Free Sobriety, and God is in the Addict





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FREE GIFTS

Be sure to check out my website at www.DrKenMartz.com for updates on free material, seminars, forthcoming books, and more.

Click here <https://drkenmartz.com/mme-request> to download a range of free tools to support your journey, such as

- ✿ How to Meditate
- ✿ Meditation Myths Busted
- ✿ Manage My Meditation Cheat Sheet

Click here <https://www.facebook.com/groups/2861846557369518> to join our Facebook support group with others who are beginning meditation or other life practices. You can ask questions and share success! It is easier with a supportive community!





BEGINNER'S MEDITATION BLUEPRINT

The Manage My Emotions journey includes a range of meditations and visualizations. Meditation is one of my favorite tools for success, stress reduction, and happiness. This program offers an interactive learning experience to support your meditation journey.

The Beginner's Meditation Blueprint will help you to:

- ✿ Identify goals for meditation and success
- ✿ Learn the evidence base for a range of benefits for meditation
- ✿ Learn step-by-step how to begin to meditate
- ✿ Develop a plan for a regular meditation practice
- ✿ Use tools to help troubleshoot and grow your practice

If you would like to enroll in our Beginner's Meditation Blueprint training, you may do so by clicking <https://drkensmeditationschool.thinkific.com/courses/beginner-s-meditation-blueprint>

For a limited time, you can access these two resources at half price by using the code **SPRINGBREAKBOOK50**



“

*To the Roses,
as well as the Thorns in
my life*

*Thanks for your support
throughout this journey
toward balance.*

”



A close-up photograph of a person's hand, palm facing up, with fingers slightly spread. The hand is wearing a black beaded bracelet with small gold-colored accents. The background is a soft-focus green, suggesting an outdoor setting. The hand is positioned in the upper left quadrant of the page, with the wrist extending towards the right.

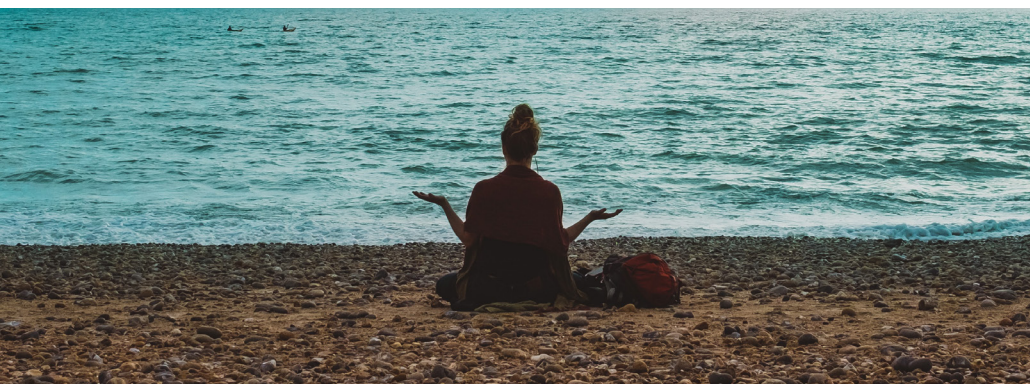
INTRODUCTION

I wake up in the middle of the night burning up with a cold sweat. I suddenly remember yet another mistake in the project I am rushing to finish before the deadline. I am tense in every muscle; my thoughts are racing, and my body is dragging like a ton of bricks. I know how strong and productive I am, but I just seem to make every mistake there is on this project. It's exhausting.

Looking back, I remember this as if it was yesterday. Although I had been meditating most days at that point in my life, I realized I had skipped five days in a row due in part to the pressure of the deadline. Instead of panicking, I slowed down, stopped to meditate, and found myself better able to concentrate, complete the task on time (and probably make fewer mistakes). I understand what they mean when they say that sometimes you need to slow down to speed up. When I feel the difference in practicing my meditation, it is clear how much better it is.

Why is it that when you are stressed, the first thing you do is skip the things that will help the most?





Is it possible that there is something you could do that could make your life easier?

What if there was something you could do that could make your life happier?

Is it possible that there is something you could do that could make your relationships stronger?

What if there was something you could do that could give you more energy, vitality, and mental clarity?

What if it was easy?

Is it possible you are already on the path but didn't realize it because it was so easy?

What if your life already started to change the moment you picked up this book?



I've taught meditation for about 20 years now and have heard these stories again and again. I heard how people have tried meditation before, but it didn't work or seemed too hard. Others say they want to learn a meditation practice but just don't know where to begin or how to do it. Still, others just need some support to get started.

In contrast, some find that it is so easy. Many, like myself, simply notice that my day (and my life) goes better when meditation is a part of my practice.

What makes these people different? Over years of practice and research, I've developed some answers. By the way, if you are reading this, you have already taken the first step, getting this book. You are different. You can do this. Right now, the only question is, "How many more steps will you take?"

Do you want to learn more about meditation? How can meditation help with many areas of life, including stress, brain fog, mood, and various applications we can use for our work and relationships?





This introduction to meditation, created by Dr. Ken Martz, a licensed psychologist and meditation teacher for 20 years, will show you how to establish your practice in an easy, step-by-step method.

We will cover an introduction to meditation, some quick-start tools, develop some clear goals for our meditation practice, understand the basic scientific research on the successful use of meditation, will be able to list key steps on how to meditate, will use tools provided to quickly start and establish a regular practice, and understand strategies to troubleshoot challenges in our meditation practice.

But first, who is this program for? This book is for beginners who want to learn the basic steps to start meditation and establish a regular practice supported by evidence-based approaches and outcomes.

Who is this book not for? People looking for magical cures and quick fixes. This is not for people who think meditation means joining a new religion, wearing a purple robe, and meditating for hours until we levitate.



There is an old movie called *The Never-Ending Story* in which the shopkeeper warns the child that “this book is not for you” and that “your books are safe.” Similarly, this book is not intended to be read straight through, like other books. This book is an active collaboration between you and me. This book is not knowledge that I give to you like a lecture in a college course, but rather a practice manual. As I offer you lessons, it is important to practice each one. These lessons are organized to teach different aspects of meditation and make it easier for you to learn the process easily.

These exercises are a guide to your mind. I cannot describe the taste of ice cream, and you cannot understand the taste of ice cream by reading this book. Similarly, you cannot understand the mind by reading this book. However, you can use these exercises to explore and understand yourself better. By doing so, you can find the tools to make dramatic life changes.

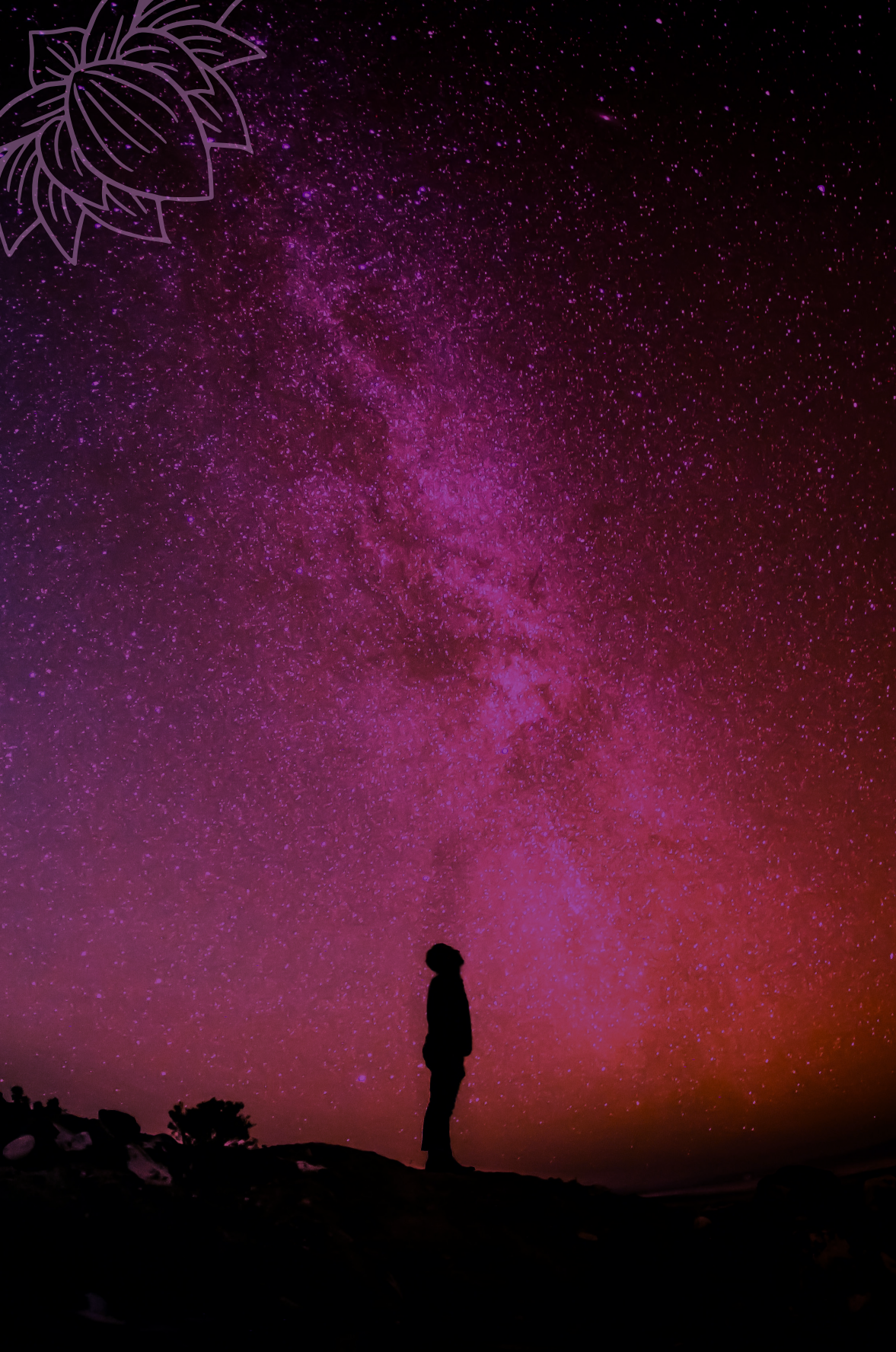
You may be tempted to jump around. Please, begin here. Continue through the book practicing each exercise in the order it is offered. If you do not practice the exercises, you will not get the benefits of the exercise. I want you to get the most out of each exercise. I want you to get the most out of this book. I want you to be successful.

I know you can do this, and I am here to help.

I also want to say, “Thank you” for your trust and partnership in this next week, for your willingness to change your life, and for the gift that you become to your loved ones as you succeed each day.

Now begins Day 1 of this journey.







Day 1

IN THE BEGINNING

“*Mediation is a vital way to purify and quiet the mind, thus rejuvenating the body.*

-DEEPAK CHOPRA

“*You have a treasure within you that is infinitely greater than anything the world can offer.*

-ECKHART TOLLE

“*Your calm mind is the ultimate weapon against your challenges. So, relax.”*

-BRYANT MCGILL

It is said that it is best to start in the beginning. When starting out, one of the most common questions has to do with proof of the value



of the system. Meditation is a tool that has had that widespread use for centuries across time, countries, class, and experience. Wherever you are, life starts now.

HISTORY

Our story of meditation dates back as much as 5,000 years BC. There are paintings of individuals sitting in a meditative pose with eyes partially closed. Some of the ancient texts describe meditation as well.

Strive to still your thoughts. Make your mind one-pointed in meditation, and your heart will be purified. Hold your body, head, and neck firmly in a straight line, and keep your eyes from wandering. 6:12-13 Bhagavad Gita estimated 5th to 2nd Century BC.

Concentration is the binding of the mind to one place, object, or idea. Meditation is the continuous flow of cognition toward that object. Yoga Sutras of Patanjali, estimated at 5,000BC to 300AD.

There are dozens, and perhaps hundreds, of different systems of meditation and related variations from around the world. I have studied many of these and will simplify some of the most important parts so that you can get started quickly and easily.



For this book, the focus will be on the yoga tradition. In general, there are two significant traditions, the concentration tradition, and the mindfulness tradition.

The concentration tradition involves putting our awareness on one object and maintaining our awareness there. In the mindfulness tradition, in contrast, there's a gentle area of focus. However, the focus is maintaining awareness on whatever arises within that context.

These two different methods complement each other and teach slightly different skills yet have similar benefits from the meditation practice.

WHO ELSE MEDITATES?

Meditation is not just for monks who lived in a cave in Tibet 5,000 years ago. It is estimated that 200 to 500 million people worldwide meditate in today's world. Many people you know are regular meditators. There are famous actors and actresses who meditate, including Hugh Jackman, Jennifer Aniston, Jet Li, Clint Eastwood, Angelina Jolie, Keanu Reeves, and Arnold Schwarzenegger. There are famous singers such as Madonna and Paul McCartney. There are famous athletes, such as Kobe Bryant and Michael Jordan. There are also famous leaders such as Oprah Winfrey, Steve Jobs, Bill Gates, and George Lucas.



What is it about meditation that's called to them? Why do all these leaders see the value in meditation?

If they see value in meditation, what's in it for me?

I can't answer that question for you, but I can for myself. My meditation practice has spanned over 20 years. I have spent many thousands of dollars to earn my professional degrees, complete coursework and training, and sit at the foot of masters from around the world, learning these tools. As for value, I feel confident in saying that I got it all back and more.

I got it back financially through promotions from my effective workplace insight and productivity. I got it back in relationships, savoring sunrises with my family and friendships that are deeply valued. I got it back in the inner peace, happiness, and compassion that helps to ease day-to-day struggles and may even prevent some.

If it is so effective, who should meditate?

One could argue that everyone would benefit from meditation, and everyone can meditate. It's much like doing exercise. When you practice a particular exercise, your muscles strengthen. Just the same, anyone can meditate. And if you continue the practice, you develop the skills. It's as simple as that.

Over my career, I have studied many tools. Meditation is my favorite. So, for today, let's get started with a brief breathing exercise.



BREATHING EXERCISE DAY 1

Close your eyes and take three deep, slow breaths. Become aware of your internal thoughts, sensations, and emotions. Whenever your mind becomes distracted, return the attention to the breath. Begin to notice what happens in your thoughts over a period of two to three minutes.

As you finish, take a few moments to notice what that was like. Was your breath shallow or deep? Was it breath slow, fast, or variable? Were there lots of racing thoughts? Did you become aware of thoughts of judgment, of yourself, of me, or of meditation? Did you become more tense over time? Did you find you were able to relax a bit more after a few breaths?

Whatever you notice, remember that the goal is about awareness of the process, not a destination. The destination will arrive in due time, sometimes unexpectedly.

TAKEAWAYS

Meditation has been around for thousands of years.

Given the rich tradition, we can benefit from the mistakes and lessons of the past. It is easier to travel this road because it has already been forged.



Many leaders value their meditation practice as a part of their personal and professional growth.

Personally, meditation is my favorite tool, and I look forward to sharing it with you.

Thank you for taking this next step in exploring your breath, your mind, and changing your life.

HOMework

Make a commitment now to complete every activity.

Make a commitment now not to skip any steps.

Complete your breathing exercise from today (if you skipped it).

Consider doing the breathing exercise again, just before bed.

Observe how many things are different for the rest of the day as you bring this new budding awareness and insight into your life.

Go to my Facebook page, Dr. Ken's Meditation School, at <https://www.facebook.com/groups/2861846557369518> Join and read some posts there about other people's experiences. If you are not on Facebook, it's OK, choose another platform with group practice.

Choose and schedule a specific time to read Day 2 tomorrow and mark it on your calendar now.









WHY SHOULD WE MEDITATE?

“*Learn to be calm, and you will always be happy.*”

-PARAMAHANSA YOGANANDA

“*The more tranquil a man becomes, the greater is his success, his influence, his power for good.*”

-JAMES ALLEN

“*I meditate so that my mind cannot complicate my life.*”

-SRI CHINMOY

In the last chapter, we discussed the history of meditation and others who meditate. Now, let's turn our attention from the external to the internal. Today, let's consider our personal motivation. One of the biggest obstacles to forming a new practice is the need for motivation.



MOTIVATION

Ask yourself the following:

- ✨ What is it that drew me to pick up this book?
- ✨ What would I like to get from a personal meditation practice?
- ✨ If I successfully meditate for three months, how would I like my life to look differently?

Perhaps answers to these questions come quickly for you. Perhaps you are not sure of these answers, but take a moment to consider them anyway before rushing ahead. Just like meditation, the material in this book helps guide you through a process of self-exploration if you choose to participate. As you begin to think about the benefits of meditation or potential benefits of meditation, it will help clarify the reasons for continuing your meditation. It will help you to start again when all life's little distractions get in the way.

REASONS TO MEDITATE

What are some of your personal reasons for meditation?

There could be reasons related to emotions, such as:

- ✨ Calming anger



- ✨ Anxiety
- ✨ Fear
- ✨ Worry
- ✨ Grief
- ✨ Sadness
- ✨ Loneliness

Perhaps there are other emotional benefits you hope to get from it, such as a little bit more:

- ✨ Courage
- ✨ Confidence
- ✨ Drive
- ✨ Happiness
- ✨ Joy
- ✨ Compassion
- ✨ Self-respect
- ✨ Love

Are you looking for mental gains, such as focus, concentration, mental clarity, or insight?

Are you looking for physical gains, such as:

- ✨ Stress reduction

- ✿ Improving the cardiovascular system
- ✿ Decreasing risk of heart attack or stroke
- ✿ Achieving chemical changes including stress-related chemicals, like cortisol, blood pH, and other hormonal imbalances

Maybe you're here because of life situations. There could be conflict in relationships, financial stress, or challenges at work.

Meditation can help manage the stress of these situations and create a pathway to positive, compassionate relationships, effectiveness at work, and success in life.

Can meditation really help with all this? Yes. I've done the research for you. I have an entire shelf of articles containing stacks of research on meditation. I don't want to bore you with these since it will cause eyes to glaze over and a sudden irresistible urge to fall asleep. However, if you must know if it will help you... Please go to the resources page on my website at <https://drkenmartz.com/meditation-resources>. There you will see a download button that will give you an updated research review summary. I update this sheet periodically since new research comes out every day. If you prefer, you can also check it out at the National Institute of Health at <https://www.nccih.nih.gov/health/meditation-in-depth>

For example, a recent study compared those who received just three meditation training sessions to a control group. The meditation was found to boost happiness and performance among healthcare professionals even in this brief timeframe.



REASONS NOT TO MEDITATE

It seems there are many reasons to meditate. There are also many reasons NOT to meditate. Indeed, when we sit down to meditate, there may be thousands of them, such as “Yes, I want to meditate but...

- ✿ I’m too busy
- ✿ I need to do the dishes
- ✿ I suddenly need to do the laundry
- ✿ The yard needs to be mowed
- ✿ The kids need to get to their activity
- ✿ I have to go to work
- ✿ I’m too sleepy
- ✿ I’m too agitated
- ✿ I just don’t feel like it

And 1,000 other things which are all true.

...But as Nike says, *just do it*.

We have begun to explore our motivation. Let’s consider a bit more. Today’s exercise is the same as yesterday. We are already practicing, but just a little differently this time. Before you begin, ask yourself, “What is my strongest reason to meditate? The one that I am most



passionate about.” Ask this question of yourself, as though you were passionately yelling the question into the Grand Canyon. Then listen, as though you are listening for the echo to return to you. Now, begin this breathing exercise while continuing to “listen,” being open to the answer to your question.

BREATHING EXERCISE DAY 2

Close your eyes and take three deep, slow breaths. Become aware of your internal thoughts, sensations, and emotions. Whenever your mind becomes distracted, return the attention to the breath. Begin to notice what happens in your thoughts over a period of two to three minutes.

Take a moment to notice what this experience was like for you today. Notice how it was the same or different from yesterday. Even though the basic instruction was the same, it is like stepping into the river. Since the water keeps flowing, you never step into the same river twice. Today you might have been more alert or fatigued, happy or sad when you started. These are not right or wrong. For now, just bring awareness to these experiences.

By the way, did you suddenly know an answer to your question? If not, perhaps you will if you keep listening over the course of the day.



TAKEAWAYS

There are many reasons to meditate.

There are many reasons NOT to meditate.

It is important to be clear on several important reasons why meditation is valuable to you personally. This will help you continue effectively when you are busy, angry, or tired.

HOMEWORK

Complete your breathing exercise from today (if you didn't do it).

Consider doing the breathing exercise again, just before bed.

Write down your most important reason for meditating and post it somewhere. If you like, you can even use your word processor to add a fancy design or picture.

Go to my Facebook page, Dr. Ken's Meditation School, <https://www.facebook.com/groups/2861846557369518>, and share a post that talks about you and your reason for meditating.

Tell one other person in your life that you have gotten this book on meditation and are starting to use it. Ask if they want to join you. The more you write and share your meditation goals, the more likely you are to succeed.

Choose and schedule a specific time to read Day 3 tomorrow and mark it on your calendar now.







Day 3

HOW TO MEDITATE

“Meditation is not about stopping thoughts but recognizing that we are more than our thoughts and our feelings.”

-ARIANNA HUFFINGTON

“It is indeed a radical act of love just to sit down and be quiet for a time by yourself.”

-JON KABAT-ZINN

“Think about the practice of meditation as zoning in, as opposed to spacing out.”

-SUSIE LEVAN



Yesterday we began to build an awareness of our breath. Today, we will continue to explore the process of setting up our meditation by examining our posture. Posture and body awareness are very important. Imagine for a moment trying to drive your car with the seat fully reclined. It would be very uncomfortable, and you would “hate” driving. Just the same, finding the most effective posture is not meditating but an important preparation so that you are able to meditate.

POSTURE

Begin simply by sitting in a comfortable position, typically, with your eyes closed.

What does that mean?

- ⚙ Do I need to sit cross-legged?
- ⚙ Do I need to sit on a special meditation pillow called a zafu?
- ⚙ Do I need to go into a church or temple?

No. What’s comfortable may be different for different people. Many people do not have the back strength to sit tall without slouching for a period of time. For this reason, begin by sitting in a chair with your back supported. A chair like the ones at a kitchen table often works well.

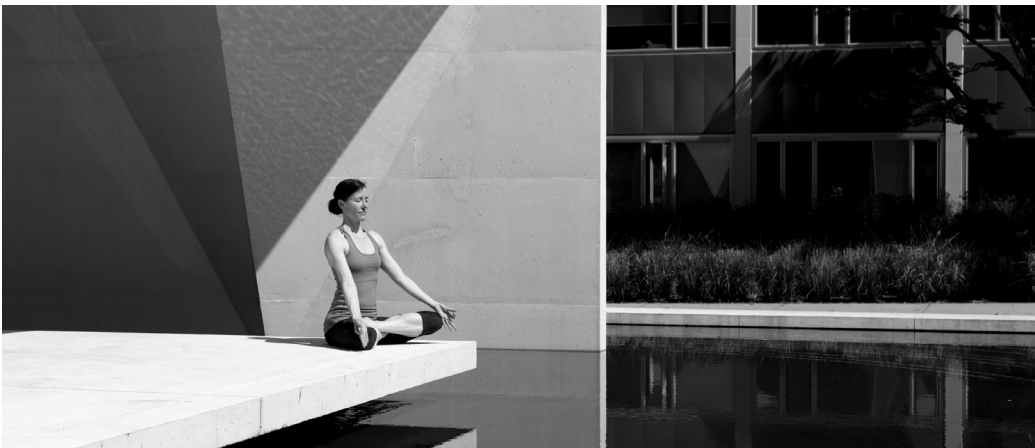


For some individuals, particularly with back pain, this may not be comfortable to sit for long periods. So instead of sitting, it is possible to lie down and meditate from there. The risk of lying down is that we may fall asleep. There's nothing wrong with this. It simply means that we stop meditating when we fall asleep.

What is important is that whatever position you're in is comfortable. If the position is not comfortable, you'll become distracted by the areas of discomfort. So, it's critical to begin in this manner, keeping comfort in mind.

Once you've chosen a position, move around a little until you feel completely comfortable. For example, if I'm lying on my back, sometimes my shoulders feel funny, or my back is crooked. Make any little adjustments to the feet, legs, back, shoulders, or hands so that you can relax.

Similarly, if I'm sitting in a chair, I may wish to lean forward and back and side to side ever so slightly, finding that center spot where I'm



not leaning in one direction or the other. The more I can keep my spine straight, the easier it will be to remain at ease and focus.

When my body is out of alignment, muscles need to work harder to maintain balance. After a few minutes, these muscles will fatigue and start to ache. So, taking the time to find the best posture will help make it as enjoyable as possible.

Finally, settle into your position with the intention of remaining still. It's as simple as that.

DAY 3 EXERCISE: PROGRESSIVE MUSCLE RELAXATION

This method progresses through the body, tensing and relaxing each muscle group. It can lead to:

- ✱ Reduced muscle tension
- ✱ Gentle strengthening of a range of muscles
- ✱ Greater awareness of when a muscle group is tense or relaxed

Note that progressive muscle relaxation is not meditation, although it is meditative. It is an awareness exercise designed to quiet the mind and body, which helps prepare you for meditation. It is also





an excellent technique to practice on its own, particularly on days when you feel agitated and tense. Read through this exercise [here](#). Then continue to the homework section. It will direct you to a link that has a recording of me guiding you through this process. This makes it much easier than trying to read each line, so you can fully focus on the exercise.

Steps to Practice Progressive Muscle Relaxation

1. Close your eyes and move into a comfortable seated or reclined position
2. Begin using abdominal breathing
3. Inhale while pressing your toes downward as if stepping on a gas pedal
4. Exhale while releasing the tension on your feet



5. Repeat steps 3 and 4 three-to-five times
6. Repeat steps 3 through 5, tensing and releasing the following body parts:
 - a. Pull your toes upward (flexing the foot toward your head)
 - b. Press the heels away from your body (you should feel a stretch in the calf muscle)
 - c. Tense your thighs
 - d. Tighten your stomach
 - e. Clench your chest (It may help to curl your arms in front of your belly like you're flexing your muscles)
 - f. Make a fist and curl your hand inward
 - g. Extend your fingers and open your hand backward (like making a stop sign)
 - h. Tighten your biceps (bend arm at the elbow)
 - i. Shrug shoulders
 - j. Clench face muscles (jaw, cheeks, forehead, scalp)
7. While doing this, pay particular attention to the difference between a muscle feeling tense versus relaxed so that you can recognize these sensations easily
8. Relax here for a few minutes before opening your eyes



TROUBLESHOOTING

After this exercise, you may feel “heavy” as this practice fatigues each muscle group, forcing the muscle to let go of any stress it carries. Some find this feeling very pleasurable, while others may not like it. You can try this method at different times to see which one works best for you.

TAKEAWAYS

Preparations are critical to success.

For most beginners, sitting in a stable chair is the most comfortable position, although there may be other comfortable positions for you, personally.

To meditate, first, learn proper posture for you.

Progressive muscle relaxation is an excellent tool to increase awareness of the body and prepare for meditation.

HOMEWORK

Make your choice: Which posture will I use for my meditation? Sitting in a chair or lying down?



Go to my training website at: <https://drkensmeditationschool.thinkific.com/> Open the Manage My Meditation Toolbox designed for use with this book. Use the Coupon Code MMMFREE so that there is no charge to you. Inside, you will see a training called Progressive Muscle Relaxation. You can play the guide from that screen. If you like, you can also download the track to listen to again later from your PC or phone.

Listen to the Progressive Muscle Relaxation track, which will guide you step-by-step.

Choose and schedule a specific time to read Day 4 tomorrow and mark it on your calendar now.









Day 4

USING OUR WORDS

“Don’t think your practice is right or wrong. Simply bring your whole heart to your practice.”

-MICHAEL STONE

“Mediation is not spacing out or running away. In fact, it is being totally honest with ourselves.”

-KATHLEEN McDONALD

“Wherever the mind wanders, restless and diffused, in its search for satisfaction without, lead it within. Train it to rest in the Self.”

-BHAGAVAD GITA



Yesterday we examined our external form, our posture during meditation. Today we will look further at the internal landscape of meditation. What happens in our minds during meditation?

SENSE WITHDRAWAL

Once we have a comfortable posture, we begin to withdraw from the external world. There are thousands of bits of information coming into our brain at any given time through our senses. For example, at any given time, there is information coming in about how light or dark it is in the room, how warm or cool. There are sounds in the distance. There are tastes in our mouths and smells in our nasal passages.

At any given time, there may be many different sounds and sensations. Most of the time, our brain naturally filters out these distractions. In this way, we only become aware of those that are most important. To prepare for meditation, we practice this process on purpose.

For just these moments of your meditation, mentally disconnect from the outside world. For just these moments, set the intention to let go of everything from your past and everything from your future. Let go of all the stress and worries in the outside world. In this way, you can focus fully on this internal awareness during the meditation.



CONCENTRATION

Next, choose a point of focus for your meditation time, like your breathing or a word.

The most common point of attention for meditation is the breath. This allows the mind to be still as your meditation deepens. In the first chapters, we have used breath awareness to begin the process. It is important to understand that you are already on this path of meditation as we build the steps.

The breath is constantly changing, which will help to maintain your attention there as the breath subtly evolves over time.

The breath is always there, creating a range of sensations in the nose, throat, chest, and belly. It changes through expansion and contraction and the speed of the breath. There's no need to change these sensations. Simply observe the breath as if you are watching waves in the ocean.

USING OUR WORDS

You simply watch the breath come in and watch the breath go out. Watch the breath go in. Watch the breath go out. Again, and again.

Notice that there is no attempt to change the breath. We are simply observing it passively as it moves.



While using the breath is the most common method, many people enjoy using a word or phrase that they repeat to calm the mental chatter and distractions. This is called a mantra. You can simply repeat a word, such as calm, calm, calm. In yoga, there's tradition to repeat the word "om."

You can use many different words or phrases. Short phrases have some value. Sounds ending in the sound "mmm" have some benefit (such as "calm," "om," etc.).

In some ways, the choice of the word is less important. What is most important is the way that it creates a process that ties up the mind.

It said that the mind can't think two things at once. So, as long as you're repeating a word, it is easier to calm the mental chatter.

You could also use almost any word or phrase, even "peanut butter and jelly sandwich." But if you do that, you might get a little hungry, which would distract you.



Over time, you can experiment with other words such as peace, compassion, or other mantras that are a little longer.

Some individuals may use affirmations, such as, “Every day, I’m getting better,” or “I am strong and confident.” Please note that I do not recommend starting with an affirmation as they can generate conflict if you do not believe the statement. While affirmations are valuable, they are best used for other purposes. I am simply describing that there can be other options with this step.

...And Continue

Whatever you chose as your point of focus, continue. The next step is to simply repeat the word or focus your attention on your breath for the desired length of time.

For most people, you may begin with simply two minutes or five minutes. You can then repeat, for example, twice a day. For now, it’s more important to have a short time, particularly at the beginning of your practice.

As you practice in the coming weeks, you can slowly lengthen the time. However, the longer time you choose, the more likely you will find excuses to become too busy to do it.

The shorter the time, the easier it is, the more likely it is that you are successful to begin to establish and persist. This is the major goal at this stage: to form the habit.

As you choose the length of time in your meditation, remember that this is not a goal for today only. This is a goal to establish a practice



that will serve you for many years to come. Meditation has some immediate benefits, but remember this is a marathon, not a sprint.

LEARNING TO TELL TIME

How do I know if I have achieved that timeframe? There are many ways to tell time in your meditation practice.

You could put on a piece of soft music in the background. In this case, you will know, when the song ends, that the chosen time has passed. The benefit here is that you can choose music tracks of any time length and choose music you enjoy. This is one of the most common ways for beginners, and my recommended method as well.



You can set a watch or an alarm of some sort, but if you do so, be sure that it is a very quiet sound so it is not jarring and startling.

After some practice, you'll begin to know how long it has been simply because of the feelings that you're aware of in the body. The sensations of the muscles will change as they strengthen and relax over time.

WHAT HAPPENS IN THERE?

Consider the process that occurs during the meditation within this meditation time. When I sit to meditate, one of three things will happen:

1. I fall asleep
2. I have many racing thoughts
3. I step into the “gap” (the space between the thoughts)

Let's take a look at each of these.

Sleep

First, you may fall asleep. There's nothing wrong with this. It simply means that you're sleeping. If it happens once, it is no big deal. It just meant you were sleepy that day.



If that happens regularly, you may consider whether you're getting adequate sleep and if there are things to do to support your sleep schedule. From the meditation perspective, if it's happening regularly, you might choose to start meditation at a different time of day when you're less sleepy. You can also start at a time when you're a little more energized, such as in the morning or right after exercising.

Thoughts

The most common thing that will happen is getting racing thoughts. The meditation did not cause this. However, when we become still, we may recognize these thoughts. Consider for a moment that these racing thoughts are in the back of your mind all day long. It is exhausting. This is exactly why we are here, to help change this. Meditation is an excellent solution to this issue.

The Gap

Have you ever heard someone speak a foreign language, and it sounds like they are speaking a mile a minute? This is what is happening with our thoughts. They seem to be moving very fast, constantly. However, it is an illusion. If you look at this page, you know there are spaces between words, sentences, and paragraphs. As the mind begins to quiet during meditation, these spaces become more noticeable. As another example, you may remember the childhood experiment of creating a cartoon. You place a picture on the corner of a book page. Each page has a slightly different picture. So, as you fan the book pages, it looks like the cartoon image is moving. The movement is an illusion that disappears as you slow down.



As the mind slows down, there will be a diminished ability to tell the passage of time. So, it may feel like time passes very quickly. For example, have you ever been “in the flow” when you are thoroughly enjoying an activity and suddenly realize a lot of time has passed? This is the experience of the gap.

When the mind is quiet, time travels more quickly. It’s much like being at a social event, where you are enjoying yourself, versus being at a social event you do not want to attend. Time expands or contracts based on our resistance to what we’re doing and what is happening around us.

You will find moments where it becomes quiet. Sometimes you will be aware of these moments. At other times the only way you will realize this is because you will get to the end of your time and feel surprised that so much time has passed.

HOW DO I GET OUT OF MY THOUGHTS AND INTO THE GAP?

This is the process that is central to meditation. When, not if, you recognize that you are thinking, gently return your attention to your point of focus, whether it’s a word or the breath. Repeat this often.

In the beginning, you may notice that the mind wanders rapidly and often. Simply notice these thoughts and bring your attention back to the word or breath as often as necessary. If you need to do this 20 times in a few minutes, that is fine. As you practice steering your



thoughts, your body will naturally begin to relax without any effort, and the thoughts will start to settle down, just like a snow globe settles.

The snow globe can also teach us about what “doesn’t” work. If you take a snow globe, and you tensely state, “RELAX RELAX RELAX,” the tension will shake the snow globe still further. It will make the snow swirl worsen.

However, if you simply sit still. The agitation will naturally begin to settle. It doesn’t happen in seconds. It progresses over time. Simply return your attention to your preferred point of focus each time you realize it has wandered away.

Just be still and trust this process.

CLOSING THE MEDITATION

When finished, slowly release your attention and slowly move back into the room. Once you have finished your time, the intention is not to rush back to something else— into the next thing in life— after having “checked the box.” Instead, take a moment to be aware of your attention on the point of concentration. Slowly and purposefully change that awareness back into the room. Return to the room to carry these feelings, this peace, with you back into the room.

See how long you can carry that “settled” feeling with you back into the day. When you have this “settled” feeling, imagine how differently you could respond to your angry boss, partner, or child.



When I start from a place of calm, I am better able to respond to whatever situations happen in my daily life.

Next, let's practice. Like yesterday, I recommend you read through the exercise description below, then go back to my training website to listen to the exercise.

DAY 4 EXERCISE: GUIDED CONCENTRATION EXERCISE

Take a moment to find a comfortable position, allowing the eyes to close and allowing the spine to lengthen. Making any little adjustments so that the body can be comfortable. Moving into stillness.

For the next few moments, just let go of everything from the past, from the future, and just be here, now. Draw awareness to the tip of the nose, to the movement of the breath. Without any judgment, just notice if the breath is fast or slow, shallow or deep.

Perhaps notice that as soon as we observe the breath, it may begin to change. Just let go of any attempts to control your breath. Just observe it flowing like waves in an ocean.

Perhaps notice if we can let go of any judgments that the breath should be faster or slower, or in any way different, than exactly how it is. Whatever thoughts we notice, just gently return awareness to this simple observing of the breath—this gentle, passive observation.



Continue for a few moments in silence.

Slowly begin to bring awareness into the body, noticing how the body feels different now than it did a few minutes ago. Expand your awareness to notice the temperature of the room or any sounds in the room. Perhaps begin to wriggle the fingers and toes. Circle the hands and feet. Slowly transitioning back into the room, carry the intention of holding this feeling with you back into the day.

TAKEAWAYS

Our mind is constantly filtering many messages from our physical senses.

As you sit for your practice, mentally withdraw from the senses, as well as from the past, present, and future.

Choose a point of focus like the breath or specific words.

Whenever the mind wanders, return your attention to the point of focus. Repeat as often as necessary.

Over time, the mind will slow and settle like a snow globe, leaving you with some moments of quiet, the gap.



HOMEWORK

Go to my training website at: <https://drkensmeditationschool.thinkific.com/> Open the Manage My Meditation Toolbox designed for use with this book. (If you didn't do so yesterday, use the Coupon Code MMMFREE so that there is no charge to you.) Inside, you will see a training called Guided Concentration Exercise. You can play the guide from that screen. If you like, you can also download the track to listen again later from your phone.

Listen to the Guided Concentration Exercise track that will guide you through step-by-step. Notice the process that occurs in your thoughts.

Consider listening to the Guided Concentration Exercise again before bed tonight.

Choose and schedule a specific time to read Day 5 tomorrow and mark it on your calendar now.







Day 5

TROUBLESHOOTING

“Be here now. Be someplace later. Is that so complicated?”

-DAVID M. BADER

“You are the sky. Everything else is just the weather.”

-PEMA CHODRON

“You can't stop the waves, but you can learn how to surf.”

-JON KABAT-ZINN



Now that you have learned how to withdraw from external distractions start concentrating on the point of focus. Today, let's explore a little process of calming the mind a bit further.

When meditating, if hundreds of other thoughts come racing into your mind, three attitudes will generally help you: curiosity, effortlessness, and being non-judgmental.

CURIOSITY

When thoughts enter the mind, instead of being annoyed like swatting a mosquito, simply observe them with an attitude of curiosity. Approach your meditation time with an attitude of interest and inquiry. Just like when you go to the beach, you don't say, "Oh, that is the same ocean, I know exactly what is going to happen." Instead, go to your meditation with a beginner's mind, like a child exploring a wonderful new toy. With curiosity, explore the landscape of your thoughts. Do you begin to notice patterns? How quickly do the thoughts speed up? What happens just before they slow down?

As you begin to approach your meditation with a sense of openness, you can understand that it is not important if your mind has a lot of chatter. This simply means you are more stressed than you realized and need meditation. It is not a "bad" meditation, just a needed mental detox.





You can expand this curiosity outside of the meditation as well. For example, how long does the calm feeling carry with you into your day? What things happened before your meditation that made your mind more calm or more agitated? Sometimes the more we learn, the more we feel empowered, and the more we want to learn. Curiosity is a powerful tool to help us with that.

EFFORTLESSNESS

I have often heard people say, “I tried so hard, but I couldn’t do that meditation.” When someone has this belief, it is like the snow globe, shaking it, shouting at it to “RELAX!” There is an old Zen saying, “do less to accomplish more.”



When thoughts are racing, or when you're feeling tense, simply bring your attention back to an attitude of effortlessness.

Meditation is easy. We can sit still for a period of time. It is really not difficult. We do it every day watching TV, eating our dinner, checking email, and many other things we can recall.

Similarly, there's no "trying" to meditation. Simply sit, simply breathe. So long as you're sitting and gently returning your mind to the point of focus when it wanders, you're doing great.

We bring on the attitude of effort. Once we recognize this, we can shift it to the attitude of effortlessness. Instead of trying to control the waves of breath, just passively surf, observing the flow of the waves.

NON-JUDGMENTAL

Remember the quote, "I tried so hard, but I couldn't do that meditation." Begin to hear the attitude of judgment in this statement. When I hear this, I start to laugh because immediately, you hear both the judgment and the effort in this one statement. Rather than shifting into an attitude of passive observation, we sometimes create lots of judgments about how hard it is and how it should be different.

We may have thousands of judgments a day. We judge ourselves for not being "good enough," for weighing too much, for not having



enough money, or not being kind enough. We judge our bosses, our spouses, and that driver who was in a rush on the road.

Meditation offers us the gift of revealing some of the judgments we have already had about ourselves and life. We often blame others when the problem lies in ourselves. The good news is that if the problem lies within us, we can make a change!

As we begin to recognize these filters and this mental chatter, we can start to change them one thought at a time.

Imagine for a moment how life could be if I let go of these self-judgments.

As we continue, be aware of our intention to bring a bit more curiosity, effortlessness, and non-judgment into our lives. Yesterday we talked about using words as a point of focus. Today let's put that into practice. Like before, read through the exercise, then go to the training site to play the track.

DAY FIVE: GUIDED MANTRA MEDITATION

Take a moment to find a comfortable position, allowing the eyes to close and allowing the spine to lengthen. Making any little adjustments so that the body can be comfortable as you move into stillness.



For the next few moments, just let go of everything from the past, from the future, and just be here, now.

Drawing awareness to the breath, with each inhalation, mentally say the word “Curious,” and with each exhalation, say the word “Compassion.” Curious. Compassion. Curious. Compassion.

Continue this for a few moments. Whenever the mind wanders, simply bring it back with “Curious,” “Compassion.”

Slowly begin to bring awareness into the body, noticing how the body feels different now than it did a few minutes ago. Expand your awareness to notice the temperature of the room or any sounds in the room. Perhaps begin to wriggle your fingers and toes. Circling the hands and feet, slowly transition back into the room, with the intention of carrying this feeling with you back into the day.

TAKEAWAYS

When practicing, there are three words to make it easier: curiosity, effortlessness, and non-judgmental.

Curiosity brings a positive tone of hope.

Effortlessness brings confidence, empowerment, and ease to our lives.

Non-judgmental attitudes are an antidote to many judgments we become aware of in life.



HOMEWORK

Go to my training website at: <https://drkensmeditationschool.thinkific.com/> Open the Manage My Meditation Toolbox designed for use with this book. (If you didn't do so yesterday, use the Coupon Code MMMFREE so that there is no charge to you.) Inside, you will see a training called Guided Mantra Meditation. You can play the guide from that screen. If you like, you can also download the track to listen again later from your phone.

Listen to the Guided Mantra Meditation track, which will guide you step-by-step. Notice the process that occurs in your thoughts.

Consider listening to the Guided Mantra Meditation again before bed tonight.

Notice how the meditation experience was different today. Be curious about why it was the same or different. As you notice any judgments, let them go.

Talk to at least one person in your life about the most interesting thing you have learned about yourself so far.

Choose and schedule a specific time to read Day 6 tomorrow and mark it on your calendar now.





Day 6

PULLING IT ALL TOGETHER

“Mindfulness clears the windshield of the mind so that we can see things as they really are.”

-TRAVIS ELIOT

“Ask yourself: Where am I? Answer: Here. Ask yourself: What time is it? Answer: Now. Say it until you can hear it.”

-RAM DASS

“Be happy in the moment. That is enough.”

-MOTHER TERESA

Now that you know how to meditate, consider motivation, and make your meditation a regular practice. Remember that the longer you maintain a practice, the easier it becomes.



SCHEDULING A PRACTICE

Decide for a moment how much time you wish to commit to your meditation for the next week. For example, perhaps I want to commit to five minutes a day. In which case, I suggest doing two and a half minutes of meditation in the morning and two and a half minutes in the evening.

It's much like brushing your teeth. You can't brush your teeth for half an hour and be done for the week. It's more valuable to do it a little bit and more often, even if the times are shorter. So, decide whether you want to meditate once or twice a day and for how many minutes.

Next, schedule that time. Consider what has been happening this week. Were there any times that are developing as a consistent time for you? Consistency becomes very important as we move into the next stage.

It's best to schedule it along with something else that you already do every day. For example, people often meditate when they awaken. They use the restroom, brush their teeth, shower, and eat breakfast before going to work for the day. It's an excellent time to practice meditation. I would suggest immediately after the shower, before eating breakfast. You could perhaps make your morning coffee and begin your meditation before eating breakfast.

Similarly, at nighttime, we may have an evening routine. You could do a brief meditation right before bed.



You are looking for something you do every day. This is most effective because when you associate those two activities, it will help to remind you consistently.

If you want to do a meditation during the day, lunch or dinner time just before eating are good options. Some like to meditate right when they come home from work to clear their mind for a moment from anything that occurred during the day. This allows you to be fully present with your family or during any evening activities.

MOTIVATION AND CONSISTENCY

This is a good time to recall the motivation that we discussed on Day 2. Remember your “why” for meditation. Use your “why” to maintain motivation and encouragement to practice your meditation consistently.

It is said that there are two keys to success, persistent dedication, and intensity. Our commitment over time helps us to learn any new skill. If we start a job, we are motivated to be paid, so we persist. Over days and months, we become more familiar with the job, it becomes easy, and we become experienced, eventually ready to train new staff.

In this case, intensity refers to how frequently we practice. If we practice once a week, our progress will be very slow. But if we practice daily or twice daily, our progress will be much faster. We will see more benefits, and therefore be more motivated.



PARTNERS

It can be beneficial to begin with a partner. Perhaps there is a loved one you could share this with and begin to meditate together.

Many local places have group meditations as well. Often at churches or yoga studios, there will be group practice. It is easier to practice when we are in a group for many reasons. It helps to reduce the temptation to stop the meditation early.

Whether or not your loved one meditates with you, it is possible to speak with someone, maybe a friend, and ask them to check in with you in a week to see how it's going. This check-in would be to see if you have succeeded in meditating or if you've forgotten, or if excuses got in the way.

Having a partner helps to continue your motivation to get you to stick to your goals and be effective.

TAKEAWAYS

Scheduling time to meditate makes it more likely to be successful.

Schedule times near other things that you do routinely.

Motivation will help to maintain consistency.



Consistent practice will help you find more and more benefits in your meditation practice as you change your life, one breath at a time.

Asking a loved one (or friend) to partner with you in your meditation practice can help to make it easier and more enjoyable.

HOMework

Go to my training website at: <https://drkensmeditationschool.thinkific.com/> Inside, you will see a training called Guided Meditation Exercise. This is similar to the Guided Concentration Exercise you did two days ago, but a little longer.

Listen to the Guided Meditation Exercise track, which will guide you through, step-by-step. Notice the process that occurs in your thoughts.

Consider inviting your partner to listen to the Guided Meditation Exercise again with you.

Notice if and how the meditation experience was different today. Be curious about why it was the same or different. As you notice any judgments, let them go.

Talk to at least one new person in your life about the most interesting thing you have learned about yourself so far.

Choose and schedule a specific time to read Day 7 tomorrow and mark it on your calendar now.







Day 7

NEXT STEPS

“When meditation is mastered, the mind is unwavering like the flame of a candle in a windless place.”

-BHAGAVAD GITA

“Meditation is not evasion; it is a serene encounter with reality.”

-THICH NHAT HANH

“The thing about meditation is you become more and more you.”

-DAVID LYNCH



We have walked through the core principles you need to know to establish your practice. For today, we will add some details. Understand that these details are options as you progress, not requirements. We will also continue to consider our mental discipline as our meditation progresses.

POSTURE

As discussed, it is most important that our posture remain steady and comfortable. For a few readers, who have flexibility, you can sit cross-legged with the legs crossed at the ankle or calf. If you do, it is helpful to sit on a cushion. The cushion can be as high as needed for the lower back to remain straight. If you do not have the hip flexibility for this, the back will slouch and move you out of alignment, making the back fatigue and feel sore. If you have been practicing yoga for years and it is comfortable, you may begin to move toward another position, such as half lotus (one foot is on top of the opposite thigh). However, this posture places a strain on the knee, so do not attempt it without the direct guidance of an experienced instructor.

For another posture, there is a meditation chair. You sit on the bench to keep pressure off the knees, but your body is in the shape of kneeling. Personally, I do not enjoy this, but I know of those who do, so follow your personal preference. You can purchase these stools from many places on the internet.



ALIGNMENT

As discussed, it is important to remain in proper alignment to have a steady, comfortable posture. Let's explore this a bit further. Have you ever used a garden hose? What happens when it gets kinked? Of course, it loses circulation and sometimes makes a painful sounding noise. Our body is the same, made up of multiple "hoses" such as our bloodstream, nerves, and connective tissues. Like the garden hose, it is best to keep straight rather than kinked to maintain effective circulation.

As another example, take a pen and hold it up at about a 45-degree angle. Notice the amount of effort it takes to hold the pen in this manner. Now hold the pen, so it is straight up. Notice how much easier it is. In the same way, when we slouch, it may seem like we are more relaxed, but it actually takes more work to hold the posture. When we are straight and tall, our weight is balanced and takes much less effort.

HAND PLACEMENTS

Let's discuss hand placements. You can do a number of things as long as they are comfortable for you. For beginners, it is usually most comfortable to rest your palms on your knees or thighs. Others often sit in a position with their hands cupped on their lap. To do





so, circle the hands like you are holding a doorknob, so your thumb and fingers are in the shape of a “C,” place the fingers of one hand over the fingers of the other hand, and allow the thumbs to touch. If you look at it from the side, it will look like a circle. Rest the back of the lower hand onto your lap. Your thumb will be approximately in front of the navel. There are entire books on different hand placements called “mudras.” For beginning meditation, simply find a comfortable hand position.

CONCENTRATION ON A CANDLE: TRATAK

We have discussed breath or words as your point of focus. Those who like visual activities can also use a candle flame as their point of focus. This is a specialty meditation known as tratak.



The candle is placed in front of you so that the flame is about a foot in front of your face at eye level (you may use a tall candle or place the candle on the table in front of you). In this way, the head and eyes do not need to tilt to stare downward at the flame. Much like the breath, a candle flame will constantly flicker and change, helping to maintain focus. Over time, this helps to maintain the focus on the candle flame itself.

For some, having eyes open may reduce the level of concentration. If there are other visual situations in the room, such as pets, that could become distracting for those who practice in this manner.

Over time, the eyes may begin to fatigue and tear. This could become a distraction for some. However, if you continue, tears release stress-related chemicals, such as cortisol. It is said that the light and heat from the candle flame stimulate the pineal gland in the brain to produce melatonin. This chemical has been known to help improve sleep as well as mood. This is one of my favorite points for concentration. However, I do not do so regularly since it requires extra setup.

BEFORE MEDITATION

Over time you will find that what you do before mediation can affect your meditation. I'm not talking about excuses not to meditate. However, you may find that it is *easier* to meditate after some gentle movement such as yoga, after brushing your teeth, or after

showering. In contrast, you may find that your mind is a little more agitated after eating or after a stressful event.

AFTER MEDITATION

We are busy. Often after meditation, we want to jump up and go on to the next activity, social media, or other “to do.” When you are done with your meditation, it is best to be gentle with your next activities. You just spent some minutes calming the mind. Stay gentle, with the intention of extending this into your day. Eventually, you may be able to extend the calm mental focus from your meditation long into your day.

INFORMAL MEDITATION

We have been exploring formal meditation. However, over time you may be able to bring this one-pointed focus to other areas of life. As we learn to live in the present moment, we can find more joy in living. Imagine if you practiced “hugging your child meditation,” “enjoying a sunset meditation,” or “spending time with your beloved meditation.”

When we try to split our attention into “multi-task,” our split attention creates stress and makes a greater risk of error. Have you ever been



talking to someone who was distracted by their phone instead of listening to you? Do one thing at a time to be most effective. Whatever we do in life, practice being present. In this way, our formal meditation begins to move “off the meditation cushion” and into life.

A SPOONFUL OF SALT

As discussed, when meditating, we may find judgmental thoughts. As beginners, it might seem like they are increasing. They are not. However, sometimes as beginners increase their awareness, we realize how many of these negative thoughts are occurring. Just like the snow globe, a quiet meditation will help to settle them.

Another way to think about this is like a spoon of salt. If I take a spoon of salt and put it in a small glass of water, the water will taste foul and bitter, just like our bitter thoughts. However, if we place that same salt into a gallon of water, it will be diluted and sweet. This is the practice of meditation. We do not have to fight each and every negative thought. Simply mentally create a space large enough to hold these thoughts, and allow them to settle. Sometimes the problem is not the salt but the context. Said another way, we may not be able to stop all stress in our lives, but we can build a large source of resiliency to contain it.



PREPARING FOR WEEK TWO AND BEYOND

You have the tools you need to practice. In the coming weeks, focus on simply practicing regularly. The more you do, the easier it will become. After a while, you may start to crave the calm oasis of your meditation time.

This book has helped to build layers to create a successful system. The more fully you completed each step, the more successful you are likely to be. If you skipped a step or skipped a day, it's OK. Do it now. Just like in meditation, simply pick back up, return to your preferred focus, and repeat as needed.

In the coming weeks, focus on staying consistent. Maintain your partnership with your friend, Facebook community, and me. The more you stay consistent, the easier it will become.

Sometimes we may get busy or become stressed. We will be tempted to skip a day. These are exactly the days we need to meditate. However, if you miss a day without judgment, simply start again. Your meditation will always be there for you, waiting to welcome you back to calm.



TIME

For today's practice, there is a longer meditation. It is eight minutes long. This practice is a hybrid with some guidance at the beginning and end and a longer space to settle into stillness in the middle.

In the coming weeks, you can experiment with how long is a good time for you to meditate and when it is OK to lengthen it. You can choose to replay the guided meditations provided or play the music only as you become more experienced. Over time you can extend the mediation to 10, 15, or 20 minutes, but do not rush this. It is more important to be consistent, and it is easier to be consistent if you have shorter times to start. This said, additional chemical changes in the body begin after 20 minutes, which is a traditional time for meditation.

TAKEAWAYS

You have the skills you need. Practice and refine them.

Over time you can explore different postures, points of focus, length of meditation, and activities before and after meditation.

Allow your awareness of curiosity, compassion, and ease to create a safe space to let faulty judgments fall away.



The more you practice, the easier it gets. The easier it gets, you may have space to explore some additional physical, mental, and emotional areas.

HOMework

Go to my training website at: <https://drkensmeditationschool.thinkific.com/> Open the Manage My Meditation Toolbox. Inside, you will see a training called Long Guided Meditation Exercise. You can play the guide from that screen. If you like, you can also download the track to listen again later from your phone.

Listen to the Long Guided Meditation track, which will have limited guidance. As you are becoming experienced, you will need less and less support. Notice the process that occurs in your thoughts.

Consider listening to the Long Guided Meditation again before bed tonight.

Notice how the meditation experience was different today. Be curious about why it was the same or different. As you notice any judgments, let them go.

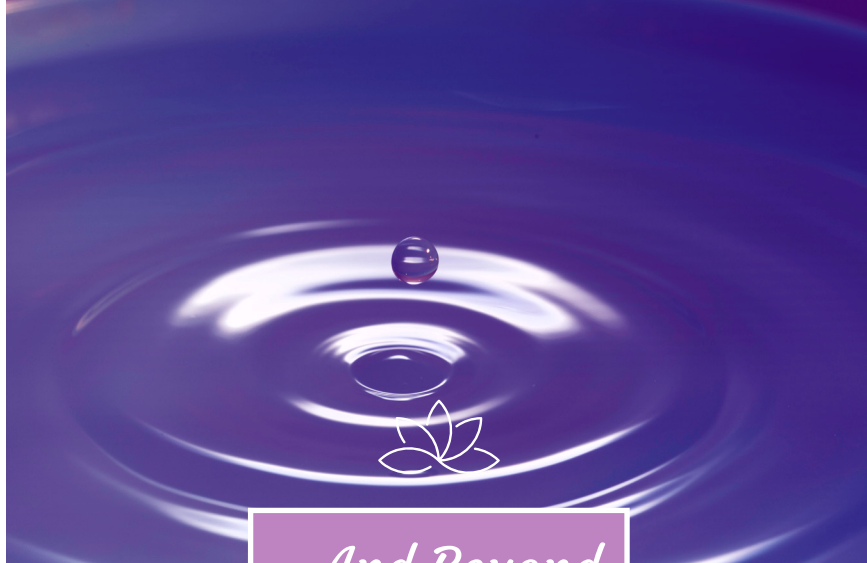
Journal for 10 minutes about what are important things you have learned this week and what you hope to see in your meditation practice in the weeks to come.



Open the calendar function on your phone. Place a daily repeating appointment to meditate, and add a reminder so that your phone will help you. While here, create a weekly repeating appointment at a different time to journal for 10 minutes about your progress.

Go to my Facebook page, Dr. Ken's Meditation School, at <https://www.facebook.com/groups/2861846557369518>. Share a post that talks about your success at building seven days of practice! It is someone else's first day, and they will appreciate it.





...And Beyond

REFLECTIONS

“*The mind is definitely something that can be transformed, and meditation is a means to transform it.*”

-14TH DALAI LAMA

“*It is indeed a radical act of love just to sit down and be quiet for a time by yourself.*”

-JON KABAT-ZINN

Meditation is easy. It's much like walking. Take one step. Take another step. Take another step. It said that the journey of a thousand miles begins with just one step.

This book has been intended to help you with these very first steps. Continue this practice. This is a journey, not a destination.



There are many other details to learn along the way as you deepen your practice. However, these are the steps for now. You will learn other steps later along the way.

As you improve your awareness, you'll notice how the breathing changes and what body changes take place over time. Some of these benefits will come almost immediately, such as a feeling of calm. Other benefits may continue to evolve over time, such as health and relationship benefits.

Wherever you're at, just begin. Just continue. And just continue to grow into the next steps of life.

We have journeyed far together. We have examined the history of meditation, our motivation, posture, internal mental process and built an effective practice we can do consistently.

THANK YOU!

Thank-you, for allowing me to share these steps with you. For allowing me to share this piece of your journey with you.

Change happens in the context of relationships. As we near the end of this book, our relationship will change. It has been a pleasure to join you on this journey.

If this is the end of our time together, thank you.



- ✿ Thank you for reading
- ✿ Thank you for having the strength to overcome inertia and build this new practice with me
- ✿ Thank you for the trust you've shown in allowing me to partner with you for this time

If you choose to continue with me, please consider

- ✿ Get one of my other books or training
- ✿ Sign up for my mailing list to connect with me for additional support at www.DrKenMartz.com
- ✿ Consider joining my mailing list for notification of upcoming books or receive free copies of books before they are published as part of my advanced reading team

As always, my next book is often based on what issues are requested by my readers, so if there is an issue you would like to hear more about, please drop me a note. I always want to hear what will be most helpful for my readers.

Again, thank you for this journey together.

If you enjoyed this book, please tell a friend. As we help one another, we get closer to the world we want to live in.

So, until next time, I wish you happiness, success, and peace of mind!

Dr. Ken





RESOURCES

There are numerous resources to continue your journey.

These are just a few:

- ⚙ National Institute of Health
- ⚙ <https://www.nccih.nih.gov/health/meditation-in-depth>
- ⚙ National Center for Complementary and Integrative Health
(Division of National Institute of Health)
- ⚙ <https://www.nccih.nih.gov/health/atoz>





ABOUT THE AUTHOR

Kenneth J. Martz, Psy.D. is a licensed psychologist working in the treatment and management of mental health and addiction for the past twenty-five years. He has worked in three states at multiple levels of care, providing various substance use disorder prevention, intervention, and treatment services. He has specialty training in Chinese medicine, yoga, meditation, hypnosis, supervision and management.

Dr. Martz has authored more than a dozen publications, including serving on eight doctoral dissertation committees. He has offered more than one hundred local, national, and international presentations in the mental health and addiction treatment fields. You can find his earlier works on Amazon in *The Downside: Problem and Pathological Gambling* and in *A Public Health Guide to Ending the Opioid Epidemic*. He is best known for his international bestseller *Manage My Emotions: What I Wish I'd Learned in School about Anger, Fear, and Love*.





DR.KEN

HEALTH AND WELLNES



MANAGE MY MEDITATION





AUTHOR'S NOTE

First of all, thank you for purchasing this book, *Manage My Meditation*. I know you could have picked any number of books to read, but you picked this book, and for that, I am extremely grateful.

This is a book that started decades ago. With all the stress and isolation of COVID-19, I felt compelled to finish the work so it can be available to more people as we work together to pass through these difficult times.

I hope you were able to pause to use many of the exercises in this book, and they have helped to bring you more insight and ease in balancing your mind. If you enjoyed this book, please take a moment to help someone else, sharing with friends by posting to social media on [Facebook](#) and [Twitter](#).

If you enjoyed this process, I'd love to hear from you, so please take a moment to leave a review on [Amazon](#) or your preferred bookseller. Your feedback and support are needed to help improve future books and are deeply appreciated.



Feel free to continue your journey with me on my website, www.DrKenMartz.com, where you will find new resources, tools, and advance notice of new books.

Meanwhile, I wish you all the best!



FREE GIFTS

Be sure to check out my website at www.DrKenMartz.com for updates on free material, seminars, forthcoming books, and more.

Click here <https://drkenmartz.com/mme-request> to download a range of free tools to support your journey, such as

- ✿ How to Meditate
- ✿ Meditation Myths Busted
- ✿ Manage My Meditation Cheat Sheet

Click here <https://www.facebook.com/groups/2861846557369518> to join our Facebook support group with others who are beginning meditation or other life practices. You can ask questions and share success! It is easier with a supportive community!





BEGINNER'S MEDITATION BLUEPRINT

The Manage My Emotions journey includes a range of meditations and visualizations. Meditation is one of my favorite tools for success, stress reduction, and happiness. This program offers an interactive learning experience to support your meditation journey.

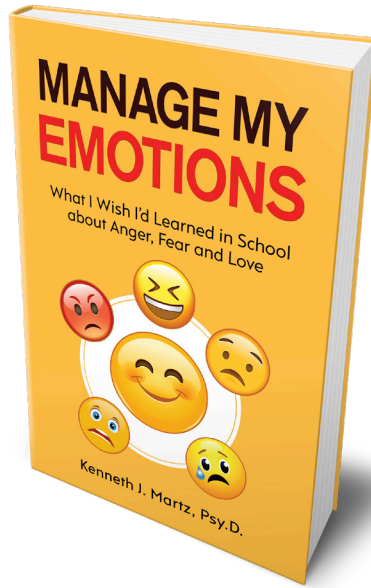
The Beginner's Meditation Blueprint will help you to:

- ✿ Identify goals for meditation and success
- ✿ Learn the evidence base for a range of benefits for meditation
- ✿ Learn step-by-step how to begin to meditate
- ✿ Develop a plan for a regular meditation practice
- ✿ Use tools to help troubleshoot and grow your practice

If you would like to enroll in our Beginner's Meditation Blueprint training, you may do so by clicking <https://drkensmeditationschool.thinkific.com/courses/beginner-s-meditation-blueprint>

For a limited time, you can access these two resources at half price by using the code **SPRINGBREAKBOOK50**





SEE ALSO *MANAGE MY EMOTIONS*

In this valuable self-improvement guide for managing emotions, you will learn:

- ✿ What emotions really are, how they become ingrained into your daily life
- ✿ Amazingly effective self-assessment exercises



- ✿ 8 powerful ways to conquer fear
- ✿ 14 thoughtful tools to manage anger
- ✿ 12 easy exercises to quiet our worry
- ✿ To find the motivation to succeed, passion for life, and learn to cherish positive relationships with spouses, your children, and your friends

What Are They Saying About Manage My Emotions?

“ *A highly recommended read*

5 STAR RATING TAMMY WONG

“ *Take back control and live our lives to the fullest.*

5 STAR RATING RABIA TANVEER

“ *Exactly the book I needed... and I believe it will resonate with many other readers.*

5 STAR RATING JAMIE MICHELE

“ *Manage your emotions and learn to live well!*

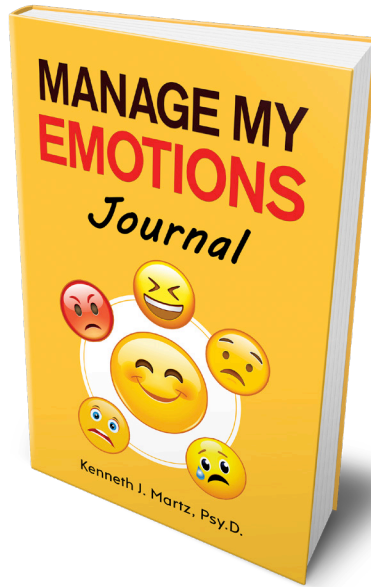
DR. SANDRA RASMUSSEN

“ *An outstanding job of offering solutions*

JOEL ELSTON

Continue your journey. Get your copy today.





MANAGE MY EMOTIONS JOURNAL

One of my most asked questions has been for support in personalizing the Manage My Emotions journey.

You can now get a copy of the Manage My Emotions Journal. The journal is aligned with the exercises in this text. It will help you to:

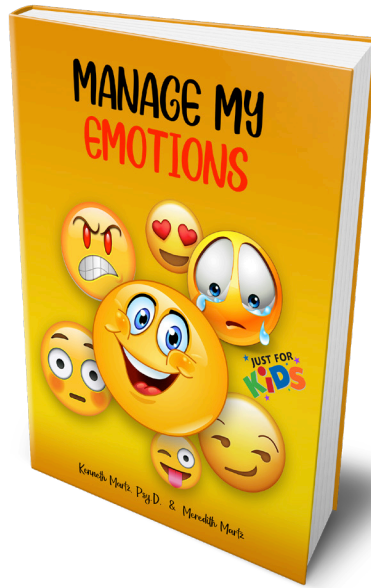
- ⚙️ Personalize your experience



- ✨ Take notes
- ✨ Track progress
- ✨ Capture insights
- ✨ Manage your mood
- ✨ Articulate your thoughts and emotions

Journaling is one of the evidence-based tools discussed in this text.

The MME Journal is available in multiple formats to fit your needs. While I prefer paper copies for my journals, you can also get your copy in eBook format. You can make notes on the page in your eBook reader, or if you prefer, the eBook version comes with a link to download and print a PDF edition.



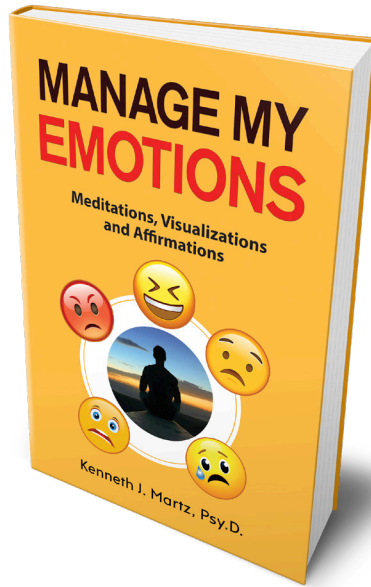
MANAGE MY EMOTIONS FOR KIDS

The Manage My Emotions journey is based on the idea that I wish I had learned these things sooner. Many readers have also echoed this concern. If you have enjoyed this material, you can share this with your children.

Manage My Emotions for Kids is aligned with the exercises in Manage My Emotions. It will help you to:



- ✨ Reinforce your learning of these concepts
- ✨ Teach your children these lessons early
- ✨ Set your children on the right track
- ✨ Open meaningful conversations and communication.
- ✨ Includes a downloadable Parent/Educator's Guide



MANAGE MY EMOTIONS: MEDITATIONS, VISUALIZATIONS, AND AFFIRMATIONS

The Manage My Emotions journey includes a range of meditations and visualizations. Many readers have asked to these in the audio version. If you have enjoyed this material, you can listen to these meditations at home.



Manage My Emotions: Meditations, Visualizations, and Affirmations is aligned with the exercises in this text. It will help you to:

- ✿ Regularly practice these tools
- ✿ Easily skip to the meditation that is right for you
- ✿ Set the tone with relaxing meditative music

Purchase from Amazon or your favorite retailer. You can purchase an audio version of many of these exercises from my training website <https://drkensmeditationschool.thinkific.com/courses/manage-my-emotions-book-and-meditations-1>

For a limited time, you can access these two resources at half price by using the code **SPRINGBREAKBOOK50**



DOWNLOAD THE AUDIO BOOK VERSION OF MANAGE MY EMOTIONS FOR FREE

If you love listening to audiobooks on the go, you can download the audiobook version of Manage My Emotions for FREE just by signing up for a FREE 30-day Audible trial! See below for details!

Audible Trial Benefits

As an audible customer, you will receive the benefits listed below with your 30-day free trial:

- ✿ FREE audible book copy of Manage My Emotions: What I Wish I'd Learned in School about Anger, Fear, and Love



MANAGE MY MEDITATION



After the trial:

- ✿ You will get one credit each month to use on any audiobook
- ✿ Choose from Audible's 200,000 + titles
- ✿ Listen anywhere with the Audible app across multiple devices
- ✿ Make easy, no-hassle exchanges of any audiobook
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Click the link below to get started!

From the US https://www.audible.com/pd/B08PCCKK3P/?source_code=AUDFPWS0223189MWT-BK-ACX0-225245&ref=acx_bty_BK_ACX0_225245_rh_us



A close-up photograph of a person's hand, palm facing up, with fingers slightly spread. The hand is wearing a black beaded bracelet with small gold-colored accents. The background is blurred green foliage.

COMING SOON

MANAGE MY EMOTIONS FOR TEENS

The Manage My Emotions journey is based on the idea that I wish I had learned these things sooner. Many readers have also echoed this concern. If you have enjoyed this material, you can soon share this with your children.

Manage My Emotions for Teens is aligned with the exercises in the Manage My Emotions text. It will help you to:

- ✿ Reinforce your learning of these concepts
- ✿ Teach your children these lessons early



MANAGE MY MEDITATION



- ✨ Include examples and solutions designed for this age
- ✨ Set your children on the right track
- ✨ Open meaningful conversations and communication