



Positive Work Ways Tool

A simple, science-backed breathing practice to reduce reactivity and restore focus

Grounding Breath

Why This Works



When we're under pressure, our breathing often becomes short, shallow, or even pauses altogether — sending a signal to the brain that we're under threat.

Intentional breathing helps calm the nervous system, restore clarity, and reset the brain for more resourceful thinking.

Just 60 seconds can change the tone of a conversation, meeting, or moment.

The Core Practice



Try the 4-2-6 grounding breath:

- Inhale for 4 seconds
- Hold for 2 seconds
- Exhale slowly for 6 seconds

Repeat for 3-5 rounds, or until you feel yourself settle.

Facilitation Tips

(for use in teams, groups, or 1:1s)

- Always offer, never force — some people prefer to reflect silently
- Guide one or two rounds out loud, then let people find their own rhythm
- Use relaxed tone and pace — slower speech encourages slower breath
- Give a moment of silence afterwards before continuing
- Avoid making it overly "wellbeing" — frame it as a reset for performance and clarity

Prompts to Deepen the Practice



- What do you notice in your body as you breathe?
- Where are you holding tension — and can you let it go?
- What would it feel like to enter the next moment with a calmer brain?



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A practical mindset activity for individuals, teams, and leaders

When To Use



- Before high-stakes conversations
- At the start of meetings or feedback sessions
- Mid-day or mid-stress reset
- Anytime you want to shift from reactivity to intention

Real-World Examples



- "Let's take one grounding breath before we dive into this."
- "Want to reset for a moment together? Try this with me..."
- "Before we move forward — let's just breathe."
- "I use this before difficult conversations or presentations — it helps shift my state."

Want to take it further?



Try pairing this with the What Does Good Look Like? prompt to turn calm into clarity.

