

THE WELLNESS 360 LIFESTYLE BLUEPRINT

5

Step
FIVE



Living a Wellness 360 Lifestyle is a work in progress. You don't accomplish everything at once, instead you set goals and work toward them, step by step.

Accomplishing your goals doesn't have to be hard and even the busiest of people can transform busyness into productivity to create more success in life. The key is to set yourself up for success before you get started on your goal. Then, stay focused on your goal even if life takes you off track.

Follow these steps to stay on track with your Wellness 360 Lifestyle....

The Wellness 360 Roadmap

Three steps to creating your healthy, holistic lifestyle

STEP 1 CRAFT *your* vision

What is your wellness vision?

While your vision might seem far off in the future, it serves as a guiding force in the present. Having a vision supports you to keep moving forward whenever things might get off track. Take a moment to write down why you decided to do this program.

[illegible]

STEP 2 | SET your goal

Setting a goal by itself can seem useless. But with your vision in place, your goal becomes the action toward that vision. Think of your vision as the destination and your goals as the stepping stones to get you there. Don't get frustrated if the vision seems "too far out there" rather stay focused on the smaller goal in front of you. **Once you achieve one goal, you can set a new goal to keep moving toward your vision.**

My health and wellness goal is:

Action will I take to achieve this goal:

I will complete this by:

STEP 3 | KEEP spinning

Always come back to the wheel and keep spinning it! Wellness 360 is here to grow with you. When you get off track, revisit the wheel and re-focus on one area of the wheel you want to work on and one action step you can take. Once you've accomplished a goal, come back to the wheel to set a new one.



THE BALANCE

Booster

How to overcome being busy, reduce stress and live with purpose

Fuel Your Life and Passion

It's important to give time to thinking about what lights you up. Your passion can easily be tucked under the rug as life hurries by. The following questions will help you focus in on your passion. Be as specific as you can. Also, allow yourself to be truly honest and real with your answers. Going outside your comfort zone may open up new doors to your passion. ***Spend some time answering these questions on your life and passion.***

What brings you joy on a daily basis? What makes you happy in general?

Think of a time when you were totally consumed with what you were involved with. What were you doing and what did you enjoy about it?

What makes you feel alive?

What do you most look forward to each day or each week?

What brings you great satisfaction?

What scares you the most in life?

What worries you the most?

What don't you enjoy doing? (Knowing what we don't like can often help us find what we do enjoy.)

THE DHARMA concept

“According to the law of Dharma, you have a unique talent and a unique way of expressing it. There is something that you can do better than anyone else in the whole world – and for every unique talent and unique expression of that talent, there are also unique needs. When these needs are matched with the creative expression of your talent, that is the spark that creates affluence. Expressing your talents to fulfill needs creates unlimited wealth and abundance.”

– Deepak Chopra, *Alternative Medicine advocate, Speaker, Author*

Dharma is a Sanskrit word used throughout many Eastern religions, namely Buddhism, Hinduism, Sikhism, and Jainism. Depending on the belief system, it can mean something close to path of righteousness, destiny, duty, calling, or the “right way of living.”

Today, dharma is adopted as an appropriate word to describe each person’s individual path and their pursuit of it: a path which creates health, happiness, satisfaction, and good influences on others as well.

In another definition, pursuing one’s own individual dharma also instills a healthy divorce from desires, materialism, petty issues, drama, and stress that ultimately make one unhappy and unhealthy; and instead teaches one to find happiness from within through determining one’s own purpose and pursuing that.

A concept like dharma is a very helpful term when assessing a client’s career health and how it can improve, especially in supporting their search for purpose. You can also use similar terms like life calling, purpose, or even destiny – whatever helps get the message across the best to your individual client.

Inspired by the concept of dharma, these following questions can help give perspective or correctly pinpoint a client’s feelings about their career life and health:

- Do you feel like your current career is in line with what you want to do with your life?
- Does your job feel like your destiny, calling, or dharma?
- If you view your career as a way to make money only, do you feel like you are fulfilling your highest abilities and purpose outside of work?
- What changes do you think you need to make – in either work, personal life, or both – to get closer to feeling like you are fulfilling your calling?
- In the pursuit of purpose in your work and ambitions, are your influences on others positive or negative?
- Does your current dharma path create more satisfaction, or more stress and friction?
- Is your health improving with your current career-related choices, or is it getting worse?
- Just like the list of questions earlier in this article, collecting answers to these can help coaches piece together where a client stands in place to a sense of purpose and meaning in their lives – which, when restored, can be a great boost to health and immunity.

TIME MANAGEMENT

tracker

Time management is important when it comes to work and life balance. Scheduling in “me” time on your calendar is as important as anything else you do. “Me” time looks different for everyone so let’s take a look at a few of the ways you may find yourself implementing personal time into your daily routine. Taking ownership of your life and finding ways to burn off stress is a healthy gift you can begin to give yourself. It’s one of the best gifts you will ever receive.

Use the 18 steps below to stay on track.

1. **The first item on the list is not to allow everyone else’s schedule to become your schedule.** In other words, don’t be afraid to say, “No”. This isn’t always easy. Like everything else, practice will help ease you into standing up for your life and simply saying no. This may be a good time to implement an accountability partner or two who know what’s important to you and will help hold you accountable to living the life you desire.
2. **Set realistic goals.** If you’re working 16-hour shifts four or five days a week, you may need to begin to outsource some of your more time-consuming household chores and errands in order to free up some time when you are at home. This is a good time to reflect back on the Holistic Business Exercise in Module 1 and re-evaluate your daily and weekly tasks. Is there anything on this list you can outsource? What other things can you add to customize this list specifically to you? Consider if leaving the office earlier one night per week may be an advantage for you and ask yourself if this is a realistic expectation.
3. **Schedule time with family and friends.** As strange as it may seem, you may actually want to schedule time with family and friends on your weekly calendar. With the demands of career both inside and outside the home, it’s easy to forget that those closest to us need to be prioritized too. Dinner with a friend, a walk in the park, or catch with the family pet should have a very special place on your weekly calendar.
4. **Waking up 30-minutes earlier can actually provide you the personal space you need to spend time alone.** We all need our alone time and sometimes we feel refreshed and revived first thing in the morning. Mornings are a great time to journal, meditate, or even stretch our bodies before our feet hit the floor running. What can you see yourself doing if you were to wake up 30-minutes earlier in the morning?
5. **Creating boundaries is often hard to achieve for many people.** Oftentimes, we feel guilt if we’ve created a boundary that isn’t pleasing to another. Keep in mind that when we take care of ourselves and follow our wise-inner voice, we then raise our self-esteem, increase our energy, and feel more overall balance. Be mindful and remain present with the boundaries you create. Honor your choices.
6. **Stop procrastinating.** We oftentimes find ourselves procrastinating for a variety of reasons. If you find yourself procrastinating, be honest with yourself and figure out why. If you’re in over your head with a project at work, don’t be afraid to ask for help. Asking for help is a sign of strength. Check in with yourself and begin to understand what the underlying reason of your procrastination really means.
7. **Consider each area of your life and assess where the imbalance lies.** To achieve this step proficiently, refer back to Module 1 and take another in-depth look at the Wheel of Life. What discoveries did you make this time around? Write them down and evaluate your next steps.

8. **If you're working from home and you're checking your email more than once or twice per day, you may want to consider how you can adjust your time.** You may let others know that you check your email at certain times of the day and after a certain hour the email will be considered on the "next day's business." This may help free up some of your time for other more important activities and it will communicate to your colleagues a more formalized schedule.
9. **Ask yourself who...and what...you want to make time for that week.** Is that someone you? If so, consider taking a warm bubble bath, going for a walk, or listening to your favorite music. When is the last time you danced when nobody was watching? Maybe it's singing at the top of your lungs in the shower. Feel free to be you and take the time you need to recover from a long, hard day.
10. **Look at your bookshelves.** What's on them? Often times, people who feel they can't connect with their passion aren't looking in all the right places. There's power in a book and looking in this direction is often-times a great way to discover your desires.
11. **Make time for staying active and getting outside.** Fresh air can impact your overall health and actually bring balance and happiness to your life. For more information on the fresh air impact, revisit Module 6 under the Wellness Manual on the benefits of fresh air.
12. **Speak up when work expectations and demands are too much.** This may feel uncomfortable but evaluate your situation and determine if you've communicated your feelings and opinions to your superiors. Come prepared with a solution that will keep everyone on the same page and aiming for the same goals.
13. **Taking proper breaks at work can keep you feeling alert and well.** This will also help you stay focused on making space for your personal time on your calendar and connecting with those closest to you. Drink plenty of water and eat for energy throughout the day. Take at least thirty minutes for lunch and leave the office if you can. A change of scenery can impact the rest of your afternoon.
14. **When creating your personal schedule on your calendar, be sure to include activities that promote good mental health.** Some of these activities may include a trip to the gym, a walk in nature, dinner with a friend, a Yoga class, or any other activity that takes your mind off work and onto something you enjoy. Don't be afraid to relax and let go of your daily stress. Ask yourself: "*What are the things I love to do?*" Jot them down and keep this list handy as you begin to make room on your calendar for all those things you love.
15. **Make a date with yourself.** Yes, that's right, make a date with YOU! Treating ourselves as our own best friend feels good and should be at the top of our lists. Make a date with yourself and treat yourself kind. Popping a bowl of whole grain popcorn and plugging in your favorite movie is a perfect date night with self.
16. **Ask yourself what's working and what's not working with your current schedule.** Reflect on what's worked best for you in the past and then determine what hasn't worked so well. Don't be afraid to try new things. Begin to schedule in what's most important to you.
17. **Prioritize your tasks.** Planning well and avoiding distractions will help keep you on task and meeting goals. This may help you achieve more balance in your work-life regimen. Being organized and part of a team environment assists you and your colleagues in achieving goals and work-place balance. In return, this gives you more freedom to schedule in some much needed "me" time.
18. **Nurture yourself.** Eat a healthy, balanced diet and include plenty of physical activity in your daily routine. Get plenty of rest and sleep and honor and listen to the signals your body is sending you. This will help you discover activities you enjoy with your family, friends, and also with yourself.

WORK/LIFE *balance*

Slowly building more activities into your schedule that are important to you is a fantastic way to create balance between your work-life activities. You may need to start slowly but set your schedule with intention and begin to build in that sense of balance you've long been waiting to achieve.

Remember that work and life balance demands internal work. It's about digging deep and finding those things that are meaningful to us. Become aware of your findings and then take action.



GET INTO ACTION!

Step 5 – Wellness 360 Lifestyle: What is your Wellness 360 Lifestyle Goal?

When will you get started?

Who will support you?