

5 MINUTE WORK WIND DOWN RITUAL

"**Context switching**" is a technology term that we've adopted for humans too :) because it basically means switching abruptly from one task to another before the previous task was properly closed out.

That's totally what it feels like sometimes at the end of the day! You can close the computer, or the door to your work space, but that doesn't mean you are done or ready to move on.

Here is a simple but effective way to close out the tabs in your brain and feel good about where you're leaving things, so you can enjoy what comes next.

1. Pick 1 word to summarize your day.

This is a simple check-in to get a sense of how you're feeling right now. If you journal and you've got five minutes, writing is an awesome way to tune into this. But that may seem like more work at this point, so make it easy and just pick one word (hectic, productive, frustrating, exciting, enlightening) that fits right now.

MY DAY HAS BEEN _____ .

2. Loofah your brain.

Entrepreneurs learn early-on that there is no end to the tasks that "can, should & want" to be done right away. Accepting that *done* doesn't exist is a superskill, but I think most people achieve that pretty quickly.

The challenge is that all the ideas that cross your mind throughout the day can be easily glossed over while your brain is busy doing other things. But as soon as you give it some free space, it's gonna start digging those ideas back up (so helpful, thank you brain).

Your brain is on your side, it's just a little misguided. Give it a proper scrubbing by making a **#braindump list** of all the ideas and tasks you can possibly think of in a 2-3 minute period. Anything you want to do, need to do, wish you could do, dread doing...ideas for new products, promotions, gifts you want to give, etc.

This is NOT a to-do list and it's not something to edit or act on. It's just a loofah for your brain.

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Loofah List

3. Give your brain something silly to do.

It's play time! Steps 1 & 2 were to help you power-down so you won't have lingering thoughts that disrupt your night. Now you can shift to a different mode by inviting your silly self to take over for a few minutes.

I recommend you do this by yourself, so that it's still JUST ABOUT YOU. Meaning, whatever is next for your night (*cooking, playing with kids, dinner with friends, a movie, etc.*) is hopefully something you're looking forward to - but it's not a replacement for this step. This is about easing your brain into a different state.

Some of my favorites:

DOODLE - sketch your favorite emoji (the smirking cat comes to mind), or the name of your favorite band, or a tree. You get it. Also, say "doodle" out loud and see what happens.

SING A SONG - singing releases endorphins (more happy) and lowers cortisol (less stress) and instantly gives your brain a new task.

COLOR - I know you've got a coloring book somewhere in the house. A few minutes of this is like magic.

THERAPY PUTTY - therapy putty is basically silly putty for grownups. You flatten it, roll it, braid it, make it into a cube. And everything softens in your mind.

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