

GETTING PRESENT

Learning to be more present is one of the most powerful decisions you can make for your life and business. It's also an incredibly practical tool to amplify everything you do and everything you are becoming.

When you begin to show up, fully present and aware, not only are you more attentive to your own experience, but you are more aware of others around you. You learn how to tap into what people are feeling, what they need and what they desire, which means you can more consciously and more precisely choose how to respond. With greater perspective, you can see a situation and judge the most effective action to take that results in the solution you want. It can become your secret super power. In the business world, this is priceless gold.

On a personal level, there is a legion of academic and scientific studies that links mindfulness practices (including meditation) to increased health and productivity. Common health benefits include a decrease in stress levels, increased calm, focus and precision, ability to see a broader perspective and ability to choose a response to a situation vs. reacting in a knee-jerk manner.

Based on the evidence, it's easy to understand why integrating a state of mindfulness into your everyday would be beneficial for your bottom line.

I'm going to let you in on a secret: There's actually only **one** way to become more present. Pay attention to the present moment.

It's as simple as that.

We being incredibly human, however, make that a very complicated situation. At any given moment we are processing a complex mixture of thoughts, emotions, bodily sensations and outer stimuli that project us forward into the future or ruminating on the past. Being *present* to what's going on isn't easy.



With that in mind, you'll find an array of ways to incorporate simple mindfulness into your life on the following pages. This is not a meditation manual and it doesn't give instruction on meditation techniques. Meditation is an incredible tool and I strongly suggest having a regular practice - but this guidebook is not for that. Rather, these are ways to wake up inside an ordinary moment without doing anything extraordinary other than changing what you're putting your attention on.

This is what I'd call *leaning into* mindfulness. No drastic changes required.

One of the great benefits of having a mindful practice like this is that it doesn't require you to sit on a cushion, find a quiet space or chant anything out loud. It requires nothing outside of what you're already doing in your day-to-day. Because of that you'll learn mastery of creating mindful space where ever and whenever you need it.

That said, after applying some of these suggestions in your daily life, you might become inspired to adopt a more structured meditation practice.

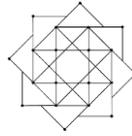
If that happens and you want guidance and support for establishing something that fits your unique preferences and needs, [contact me](#). I offer a growing list of resources to support mindful and meditation practices, including group events, public speaking engagements and one-on-one mentoring.

How to use this guidebook:

- Print or save a copy of the book. Keep it in a place where you can refer back to it often.
- Explore: Try one technique every day while keeping a log of your reaction and experience with it.
- 30 Day Challenge: Once you've found a technique (or multiple techniques) that works for you, challenge yourself to apply it every day for 30 days.
- Partner Up: With one other person or a group, choose a technique to use throughout a day. Check in with each other at the end of the day to find out what the experience was for each of you.



I AM HOME



AWAKE

When your alarm goes off, before you get out of bed, take a few deep breaths and notice your first thoughts, opinions, emotions and bodily sensations of the day.

Without judgement, without opinion notice: Are they positive or negative? Are you in a state of positive expectation or negative anxiety and dread?

If you want to shift how you feel, take a few deep breaths and reset what you're thinking. Imagine a different day, different outcomes.

GROUNDED

As you get out of bed, place your feet on the ground and pause. Take a moment to consciously feel the soles of your feet and the ground beneath them.

There's a relationship between the pressure you put on your feet to hold up your body and the strength of the earth rising up to support you. Notice that. Notice how your body settles into alignment and into the strength of your ankles and feet. Notice the sturdiness of the floor beneath you.

NOURISHED

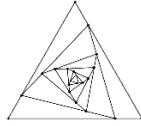
Whether it be full pancake breakfast or a croissant on the go, take a moment to notice what you're about to eat after fasting (break-fast) for a night.

Food is endlessly enchanting. The colors, the textures, the mystery of what it will take like keep us transfixed. No wonder the billions of food photos flooding our content feeds.

Take a moment this morning to consciously notice how beautiful your breakfast is.



I AM AT WORK



DIGITIZED

Artists, lawyers, bakers and publicists alike spend a portion of every day staring at a glowing screen producing work in some way.

Before you get lost in emails, social media and the daily to-do list, stop. Stop for a few moments and look at a soothing picture or inspiring words you've posted on your desktop, either as wallpaper or as a saved document.

Choose things that inspire and remind you of your infinite nature and the present moment. Add and change these items as often as you'd like.

As you observe, stay present to your breath and any shifts in your posture, mood or way of thinking.

ANCHORED

Set anchors for yourself to remind yourself of your intention to become more present.

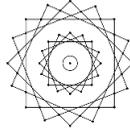
Anchors are visual or audible can range from a post-it note by your computer monitor to a symbol, like a Buddha statue. You can also place a note by the door of your office, on the inside of your phone receiver, inside drawers or cabinets. When you look at the reminder, let it bring you back to a state of mindful attention to your body and mind.

- A "nice job" received from a coworker, vendor or partner
- The feeling of writing with a new pen

If you feel ambitious, increase the list to 5 or 10 things every day. But don't let ambition get in the way of consistency. Consistency is what you're aiming for here.



I AM IN TRANSIT



PREPARED

As you get into your car and before you switch on the engine just sit for a moment and take three deep breaths.

Use these breathes to become present to the moment before moving onto the road.

Remember where you are going and where you are right now.

STOPPED

Depending on where you live and what your work commute is like, this could become the easiest way for you to be more present in your every day.

Every time you come to a stop at a red light take three deep breaths from the belly.

Notice where you're tensing your body simply because you're at a red light (common locations: jaw, neck, shoulders, hands). See if by breathing deeply you can relax that part of your body.

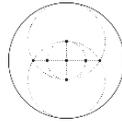
AWARE

Day to day, we normally drive to the same places, in the same order, in the same way. It's easy to stop paying attention to what's passing us by.

Next time you're driving, set a goal for yourself to see at least 3 things you haven't seen before. It could be store fronts, houses, landscaping, people, the way traffic flows, whatever you want. The name of the game is to switch from auto-pilot to active attention and noticing.



I AM TOGETHER



When we're with other people we're often so busy making a list of counter points, firming up our own opinions and ping ponging between states of critique, condemnation, comparison and criticism that we have no idea how we actually feel about the person.

If you've ever been in love, become a parent or been besotted with a pet, then you know the feeling of knowing exactly how you feel. It transcends analytical thought. We swim in the energetic space of love and mutual exchange. We don't let unnecessary thoughts shut down the connection because it feels so good.

The same can be done with any person in your life, whether it be a spouse or a coworker.

Notice how you feel when you're with somebody, anybody. Notice where you're clenching and closing off the exchange of energy and love. Soften it by taking a few deep breaths. On the exhales willfully relax the spaces that you're shutting off with condemnation, comparison and criticism.

LISTENING

Ask another person their opinion or their take on a topic. Ask a colleague how they would solve a problem. Ask your spouse what s/he thinks about a subject. Ask your neighbor how their day is going.

Then listen.

Pay attention.

Sit in a place of receiving the person's words, emotions and intentions.

Can you receive what they are saying, what they're conveying, what they are emoting?



heather R E E S
Tools for Awakening Entrepreneurs



This is only an excerpt of an upcoming book that will give you a variety of easy, practical ways to reconnect with your present moment in your everyday moments. Getting present is a powerful means to igniting your secret super powers and mastering your Inner Game.

Being present doesn't have to be complicated. But it does take practice.

To explore more resources and opportunities to develop a practice of presence and amplify all that you do, check out: www.heatherrees.com

