

KNOW YOUR LIMITS

Creating YOU Time

Coach's Corner

It's a busy time of year with the holidays approaching. How much time do you carve out for yourself? Work is busy. Life is busy. It's important to take time for ourselves so to avoid feeling too overwhelmed. Have you neglected activities that make you happy or relaxed? This month, let's share some ideas on creating time for yourself so you have more time to enjoy what you love.

Steps to Make Time for Yourself and Do More of What You LOVE!

1. Schedule in certain times during the week just for you. If you are invited to do something during these times, it's OK to say "NO"!
2. Leave work on-time if possible. It is important that you separate your work life and your personal life.
3. Allow yourself a monthly treat (not necessarily food-related!). It may mean going for that walk, reading that book, getting a spa treatment, getting a haircut, going to see that movie, or anything that you love. Do more of that!
4. Buy event tickets in advance such as sports, concerts, festivals, so it's planned and you have something to look forward to.
5. If you're driving to work, listen to music, podcasts, or be in complete silence to reflect.
6. Explore new things like taking a class such as foreign language, art, photography, writing, dance the options are endless!

Happy Activities

- Sports or exercise
- Dance
- Attending a concert
- Gardening
- Walking or hiking
- Reading
- Listening to podcasts
- Singing
- Socializing
- Shopping
- Watching films
- Listening to music
- Attending outdoor festivals
- Puzzles
- Volunteering
- Do more of what you LOVE!



Relaxing Activities

- Read
- Hiking
- Meditate
- Writing
- Listening to music
- Get a massage
- Practice yoga
- Paint or draw
- Play an instrument
- People watch
- Take a bath
- Knit
- Drink tea
- Reflect
- Journal



Source: Stone, K. (2017). *How to Find Time for Yourself. Lifehack.*