

BOOKSMITH ACADEMY

YOU'VE GOT THIS!



A REALISTIC GUIDE TO WELLBEING

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YOUR COACHES



JEN MOORE
Writing Coach

Jen the publishing professional was established in 2004 when she took up her first post as copy editor at an education publisher after graduating with a degree in language and linguistics. For several more years she embraced the heady heights of senior editorship at an international publishing house.

While writing for other people is now Jen's thing, she still runs her copy-editing business alongside, unable to resist keeping those pesky apostrophes in check. So her writing clients get all the benefits of having an eagle-eyed member of the grammar geeks on their side.



@hairycowcopywriter



KATE BEDDOW
Writing Coach

Kate Beddow is a writing coach and wellbeing specialist who has a strong foundation in mindfulness, energy healing, meditation, and journal therapy. With a background as a teacher, Kate has always found joy in sharing her wisdom, which has led her to explore various roles.

However, her deep-seated love for words and writing has remained constant. In recent years, she has been able to manifest her dream by merging her passions as a writing coach and journal therapist, creating a truly fulfilling and harmonious path.



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WELCOME

I'm so pleased that you have decided to make you wellbeing a priority. We are all so busy juggling; work, family, pets, home, friends, hobbies... the list seems endless some days, we forget to give ourself the same time and care as we give everyone else in our lives.

This booklet is designed to give you quick and easy wellbeing ideas that can be easily integrated into your daily life. The last thing you need is to be worrying about finding time for something else, so most of the ideas I share can be slotted into five or ten minute pockets in your day. Perhaps while the dinner is cooking, or while you are waiting to collect the children from after school activities.

Sound good?

We are going to give you lots of ideas, but honestly, if you can manage to integrate one or two into your day, every day, you will very soon notice a change in your outlook and your life will begin to transform.

Are you ready to take the first step into your new calm, happy, confident life?

Come on then! Let's make a start.

MORNING ROUTINES

Mornings can be a busy time but with a little planning and by building your habits, there are lots of opportunities for moments of self care and mindfulness. I find that because mornings are busy, anything I add into that routine, consistently, becomes such a habit I don't forget. They are the one part of the day, particularly through the week, that doesn't change much. If that isn't true for you and your mornings are unpredictable and hectic perhaps you could focus on lunchtime or evenings. Whatever works best for you.

BRUSHING YOUR TEETH

When you brush your teeth there are so many sensations you can choose to focus on: the feel of the bristles on your teeth and gums, the taste/smell of the toothpaste, the feel of the water in your mouth as your rinse. You can use these as mindful anchors, or you can just take the time to go into an almost meditative state and clear your mind of all plans and worries and just focus on being in the present.

TAKING A SHOWER

Taking a shower is one of my favourite mindful moments, whatever time of day. Your shower might not be as peaceful as this one but chances are it is one of the few places you can be completely alone. Instead of mentally planning your day, writing a shopping list etc just stop. Really feel the water on your skin, feel the shampoo between your fingers and how your hair feels today. Smell your shower gel, really smell it and feel the soap suds washing over your body. It doesn't have to take any longer than usual but you are paying attention to what you are doing and that makes all the difference to your brain function and mindset.

GETTING DRESSED/PUTTING ON MY COAT AND SHOES

When you get dressed do you make sure that the clothes you are wearing make you feel confident and happy? Do the textures feel nice against your skin? Is the fit of the clothes comfortable? Some days I dress for comfort, other days for confidence. Some days I like to wear dark colours and others I wear bright, bold colours. By choosing your clothes in a mindful way and ensuring that you are dressing for your mood you will feel more happy and confident all day.

PUTTING ON MAKE UP

I can put my make up on in the dark I am so well practised but I try to put it on mindfully whenever I can. I focus on the feel of the make up on my skin, of my fingers blending my foundation, of the softness of the brushes as I apply my blusher. The soft, smooth feel of the lipstick. Mindful make up application is simple but effective.

MAKING THE PACKED LUNCHES

This is an important one for me. Being an energy worker as well as a mindfulness teacher I am a big believer that you can pass your energy to people and through food preparation is a big one. I make my children's packed lunches every morning as mindfully and with as much love as I can. I concentrate on spreading the butter, cutting the cucumber and wrapping everything with as much love as I can.

MAKING BREAKFAST

I always stop and think about what I want for breakfast in the morning. Sometimes I may want cereal, others porridge, we may have pancakes or eggs, it depends on the weather and what our bodies feel like they need. When I have made my breakfast I always sit down to eat it. I smell it. I pay attention to how it tastes and really savour each mouthful. (little reminder: I don't do all of these every morning. Sometimes I am filling in reply slips for school while eating toast and looking for a missing shoe. We live in a house with human children, I am not living in a Buddhist Monastery. Life is perfectly imperfect and that's the way I like it!).

HOT DRINKS

If I am having a hot drink, which I sometimes manage before the school run. I might drink it mindfully too. Here's how:

- Pick up your mug.
- Feel the warmth of the drink in your hands, you can close your eyes if you like.
- Now hold your drink up to your mouth but don't drink, just smell of your hot drink.
- Breathe out slowly enjoying the smell of your drink.
- Take several big deep smells of your drink and slowly breathe out as though you are cooling your drink.
- When you are ready take a sip: Is it cool enough to drink? Can you feel the warmth of the liquid in your mouth? Can you feel it moving down your chest and into your stomach?

ADDING MINDFUL TECHNIQUES TO YOUR ROUTINE

If you have time you can add some specific mindfulness techniques to your morning routine.

BODY SCAN

I mentioned that I often have a check in with my body before I get out of bed. This is a very simple technique which just involves taking your attention to every part of your body and noticing any changes, any sensations, any aches and pains. I start at my feet and work my way up my body. This is something you can do any time of day but I like to start my day by checking in with my body. You can also stretch each part of your body as you work your way up and wake up mindfully.

MEDITATION

Meditation is a word which people are often intimidated by. It is really very simple. There are many types and styles of meditation so it is good to experiment and find the one that works best for you. There are many wonderful meditations on YouTube so you don't even have to invest financially in order to discover what you enjoy.

YOGA

Yoga is a wonderful way to check in with your body and wake yourself up. There are some wonderful YouTube channels which teach you yoga in your own home so you don't even have to leave your home to add this into your routine. My favourite channel is "Yoga with Adrienne", she has a huge range of yoga videos for specific physical complaints, for beginners, more advanced learners. You can choose the video course to suit you.

Not all of these techniques will appeal to you but if you can just incorporate one mindful moment into your morning routine, you will notice a difference in your mindset for the rest of the day.

THROUGHOUT THE DAY...

During the day, perhaps you will have time to sit and have a mindful hot drink, or read a book for a few minutes while you are waiting for an appointment. It might be that a 5 minute meditation is just what you need while you are waiting for your lunch to warm. One of my favourite daytime wellbeing activities is going for a walk though.

MINDFUL WALKING

Walking is so important for our wellbeing. Not just for our physical health but also our mental health. Taking time to walk, even if it is only for 10-20 minutes a day gives you time outside in the fresh air, maybe even sunshine if you are lucky, but it also calms your mind. Try to walk without any distractions. Really take in your surroundings; sights, sounds, smells etc. If you are walking with children then give them your full attention. Talk about what you are seeing and the changing seasons. With older children and teens going for a walk together can be a lovely time to talk and share what is going on for them. You might be surprised by how much they will share on a walk (if you can get them to leave their rooms in the first place - yes I am a realist and a mum to one, almost two teens, I understand the challenges). Don't let your brain fool you into thinking that it isn't worth going for a walk if you only have ten minutes though either. Get your shoes on and just walk around the block a few times. You really will notice a difference.

COOKING FOR WELLBEING

When you are cooking take time to think about what sort of meal your body needs. You might be tired and tempted by the quick and easy options like take aways or freezer food, but most of the time that will just make you feel even more tired tomorrow. Start building up a collection of quick, easy and healthy meals that you can prepare when you are tired. You will soon notice a difference in how you are feeling.

Preparing meals can be a great time to take a moment to just be present and really focus on the task in hand too. This type of mindfulness is so easy to incorporate into your day and really makes a difference to how calm you feel.

EMPTYING THE DISHWASHER/WASHING UP

Again this is just about being present. About paying attention to the crockery; is it completely clean? Is it warm or cold? Have I put it away in the cupboard properly? Are there any chips or cracks in anything?

If you are washing up you can pay attention to the temperature of the water, notice the plates as you wash them, really look at everything. Not only will you feel more calm your dishes will be cleaner than if you are distracted too!

EVENING SELF CARE

evenings are probably a haven a peace or a least a little less busy than the rest of the day. If you have young children they are hopefully in bed, older children may go later but hopefully still leave you a little time, and teens realistically go to sleep after you but keep to themselves.

Taking time for you in the evening before you go to bed will help you sleep better and wake feeling calmer and better prepared for whatever the day holds.

TAKE A BATH

Baths are so relaxing (for most people), not only do they calm your muscles they also calm your mind. I am a big fan of reading in the bath, but I know that isn't for everyone. For me it combines two of my favourite self care activities, if I could just find a way to have a cup of tea in the bath I would be in heaven!

If you want to make your bath even more soothing try adding a few drops of lavender essential oil, two cups of epsom salts and a cup of bicarbonate of soda. This combination is calming, it cleanses your body and also gives you a good dose of magnesium (something many of us are slightly deficient in and it helps sleep and restless muscles). Try it, you will love it!

READ A BOOK

Whether you like reading in the bath or not, reading a book is a great way to allow your eyes and mind to relax. It is so much more gentle on your body than staring at a screen. It allows your body to unwind and prepare for sleep.

PAMPER YOURSELF

Whether it is a face mask, painting your nails, having a glass of something cold or snuggling with a cuppa your favourite Netflix series, take time to treat yourself. If your children achieve something, whether it is at school or in after school activities, you praise them and even reward them. If you want them to do something they don't want to you might give them an incentive. It's ok to do the same ourselves. If you get all your housework done, or tick everything off your to do list, treat yourself to a chocolate bar or whatever makes you feel cared for and indulged.

NO GUILT!

This is so important. If you allow yourself time in the evening to relax or pamper yourself you must manage to do it completely guilt free. If you are going to lie in the bath thinking "I really should be..." then don't have the bath, go get whatever it is done and have your bath afterwards. It isn't self care if you are beating yourself up for it!

MAKING LASTING CHANGES

Changes don't happen over night. You need to make an effort to include these techniques at first. Once you have done them for a few days it will become more "normal" and eventually you will just do these tasks in a mindful way without even having to think about it.

DON'T TRY TO DO EVERYTHING AT ONCE.

Choose the tasks that appeal most, maybe start with one or two techniques and build up to doing more. You may only ever make one mindful change to your morning routine, and that is great. Every step you take will have a positive impact on your life.

CONTACT US



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