

RESILIENCE ENGINE™

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MENTAL CLARITY · FAST RESET

# 5-MINUTE TAB CLOSE RESET™

CLEAR MENTAL NOISE. FAST.

*by Richard Summerlin*

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## Let me be real with you for a second.

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If you're using this right now, I'm guessing your brain hasn't been quiet in a while.

You've got work deadlines stacking up. Family responsibilities pulling at you. Messages you haven't answered. Decisions you've been avoiding. And somewhere in the background — that constant low hum of things you haven't dealt with yet.

Nothing's on fire. But everything feels heavy.

*I call this "too many tabs open."*

Here's what I know from personal experience: when your mental RAM gets overloaded, performance drops fast. You get tired quicker. Your focus disappears. Your patience shortens. Even the small decisions start feeling harder than they should.

That's not weakness. That's what happens when your system hasn't had a chance to reset.

This worksheet isn't about productivity hacks or becoming a new version of yourself. It's one of the most straightforward tools I pull from the Resilience Engine framework — especially on the days when I'm juggling leadership, parenting, and just trying to show up fully for the people who need me.

**You don't need an hour. You only need five minutes.**

**Let's reset your system.**



STEP 02

# Sort the Tabs

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Now we make sense of the list. This is where overwhelm starts to break down — because overwhelm usually isn't about having too much responsibility. It's about not knowing which tabs actually need to be open right now.

Go through what you wrote and sort each item into one of three buckets:

<b>NOW</b> 🔥 Move on this today	<b>LATER</b> 📅 Schedule it — give it a home	<b>NOT TODAY</b> 🙅 Permission to release it
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**NOW = it needs movement today.**

LATER = it's real and important, but not today. Give it a future home.

NOT TODAY = this is permission, not failure. Some tabs don't need to stay open.

*Clarity is the pressure release valve. When you know what actually needs your attention, everything else gets lighter.*

<b>NOW</b> 🔥 — Needs action today

<b>LATER</b> 📅 — Schedule it, give it a home

**NOT TODAY 🙅 — Release it (for now)**


### STEP 03

## Close One Tab

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I need you to hear this: you don't have to fix everything today.

What I want you to do right now is pick one small action — not the biggest thing on your list, not the scariest one — just one thing you can complete in the next few minutes. Then do it immediately.

#### It could be:

- Sending a message you've been sitting on
- Scheduling an appointment that's been living in your head
- Moving a task onto your calendar so it has a real home
- Clearing one email from your inbox
- Writing a quick reminder so your brain can let it go

**The Resilience Engine Rule:**  
*Momentum calms the nervous system faster than planning ever will.*

The one tab I'm closing right now:


**Take a breath. Notice how that feels.**

That's your system restarting.

# You just ran a Resilience Engine Reset.

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Five minutes. That's all it took to go from noise to clarity.

What you just worked through is one small piece of a larger system — a framework I built in the messy middle of real life. Between managing a team, raising kids, and showing up for the people who depend on me, I needed tools that actually worked in the real world. Not in ideal conditions. Not when everything's going right. In the middle of it all.

**That's what the Resilience Engine is built for.**

**If this reset helped you, the full framework lives inside:**

 **Resilience Engine: Reboot Your Life Like a System**

 **My Systems in Real Life**

You don't need perfection to move forward. You just need better systems and the willingness to keep going.

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**Keep the engine running.**

— *Richard*