

WORKDAY RESET SHEET



A 5-minute break for clarity, calm, and focus

1 | Quick Mood Check

- ☐ Focused
- ☐ Calm
- ☐ Stressed
- ☐ Tired
- ☐ Overwhelmed
- ☐ Other: _____

2 | Reset in 5 Minutes

Breathe: Inhale for 4, hold for 4, exhale for 6. Repeat 3 times.

Release: Drop your shoulders, unclench your jaw, and relax your hands.

Refocus: Close your eyes and picture one thing going well today.

3 | Intention for the Rest of the Day

Today, I will... _____

