

# PRODUCTIVITY TIPS FOR lenness

In Ayurveda, productivity is generative, creative expression of living your life aligned to intentional action. To enter your highly productive flow state, find the element most out of whack below - and start there.

### **ETHER:** OWN YOUR SPACE

Architect your space to heighten your consciousness. Optimize every space you have control over (your home, office, car, computer, web browser bookmarks, project management tool, your fridge, your nightstand) to meet your evolving needs. Your spaces require constant improvement with your attention. Owning your space pays back in spades by freeing up blocks of time.



### **AIR:** OWN YOUR TIME



Your time is your own. If your mind tells you otherwise, don't believe it. Take control of your time. Create an ideal week calendar for yourself. Dream big. Then, commit to a small daily step this week to align your current calendar to your ideal one. Once that is automated, bite off another small step. In due time, you'll invest your time in what you care to attend to.

### **FIRE:** OWN YOUR FOCUS

Your focus is pure gold. Develop your focus by setting specific quarterly targets with the rest of the incorporated world. Then, break down your targets with specific actions you will take to hit them. Schedule those actions in your calendar. Do what is on your calendar when it appears. Be intentional with your focus to help you meet your goals.



### **WATER:** OWN YOUR FLOW

When the other 4 elements are aligned, you enter a flow state. When you're in the flow state, pause. Appreciate the flow state. Reflect on what actions got you there. Then, flow on. If you're not hitting a flow state at least once daily - find the glaringly out of alignment element and focus your work to evolve there.

## **EARTH: OWN YOUR BODY HABITS**

Get grounded in your body habits. Without a strong, clean, high functioning body and mind, you shoot your productivity attempts in the foot. The two key habits are: eat a light dinner before 7 pm to hit a 10 pm bedtime on an empty belly. Wake up early, hydrate with a quart of water, get your poop out, and move your body firmly to fill with invigorating breathe.



# Free Wellness Career Assessment + Coaching Session









