



Switching off (mentally, emotionally and technologically) after work is necessary to maintain a work-life balance (preventing work or work-related thoughts or eat into your personal time).

CARVING OUT SPACE TO PRACTICE DAILY RITUALS CAN HELP FACILITATE THIS SHUT-DOWN OF WORK EACH DAY.

SWITCH-OFF THROUGH
DAILY RITUALS:



WRITE IT AND LEAVE IT

Write down any reoccurring thoughts, images or stressors that stuck with you during the day on a post-it – physically compartmentalize by placing it in a box at your desk – leave these thoughts there until the next day.

WORRY/PROCESSING CORNER

Allow yourself space to process any distressing emotions that are impacting your current experience, but do so in a specific place (i.e. corner of your room) and time (i.e. for only 10 mins) so that you attempt containing emotions to minimize their spill-over into the rest of your day. It is important to revisit this space each day for best effect (programming your brain for associations).

WASH THE DAY AWAY

Physically expel the day's stressors by washing your hands or showering once you are home.

LOW/HIGH REFLECTION

Verbalize a low point of your day immediately followed by a high point of your day to a colleague – this helps to highlight positive perspectives and to create meaning.

CREATE, LEARN OR SHARE

Make time to create (i.e. art), learn (i.e. read) or share (i.e. a meal) once you arrive home to punctuate the end of a shift and the beginning of your personal enjoyments.