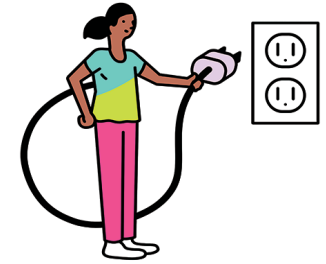




**ALMOST EVERYTHING  
WILL WORK AGAIN  
IF YOU UNPLUG IT  
FOR A FEW MINUTES,  
INCLUDING YOU.**

ANNE LAMOTT

## Recharge



### Book some time for yourself

Pull out your calendar or day planner and build in some time to recharge.

Pro tip: Safeguard this time using code words like “deep work” or “exam prep” so that those viewing your calendar respect your time.

Switching from “doing mode” to “being mode” is essential in a 24-7 world where it’s easy to be busy non-stop and always available.

The upside of downtime?

You’ll have more energy and may even be better equipped to respond to stress.

**USE DOWNTIME TO REVEL IN SIMPLE PLEASURES. SAMPLE FROM OUR LIST OF 50 IN CHAPTER 7!**

#### **DID YOU KNOW**

Just as a recharge revives your phone, downtime refuels your brain and its ability to focus. It also boosts your get-up-and-go! Research shows it fuels productivity, creativity and our highest levels of performance.

A recent study using brain imaging technology revealed that a great deal of meaningful activity occurs in the brain when the mind is at rest.

**FOR 34 SELF-CARE AND RECHARGE IDEAS, DOWNLOAD CHAPTER 2**