

Creating BOOKEND Routines

ALIGN – ORGANIZE – PREPARE

What are BOOKEND ROUTINES?

Bookend routines include solid, consistent actions taken each morning and evening that serve to align, organize and prepare our Body, Mind and Spirit so we can live in a more

3 rules when building Bookend Routines

Rule #1 – Routine Actions must be 100% in your control and not reliant on anyone else

Rule #2 – Routine Actions need to be easy to remember.

Rule #3 – Routine Actions should feel good. It shouldn't be something you feel friction, resentment or dread for. That doesn't mean it's always easy, but you are able to find honor in the struggle because of what you are receiving from the action being taken.

START SIMPLE

In your journey to build Bookend Routines that serve your Mind, Body and Spirit, it is tempting to add all of the wonderful things we think we should do or feel we are supposed to do. The challenge is to start small to establish consistency and feel the benefits of the actions you are taking in your well-being. Over time as you evaluate the progress you are making, you may wish to add things that will compliment your routine and add to even great levels of Balance, Control and Peace in your life.

GET CLARITY – and then even more clarity!

When building Bookend Routines, clarity will be essential to maximizing the success of the routine. Rather than just listing what will take place, consider WHEN, WHERE, HOW as well. *For example, if reading for 15 minutes is part of the routine to align your mind, then consider; Where will the reading take place? How will I sit? What else will I need? When and how will I choose what will be read?*

IMPLEMENTING WAYS TO SPARK and REMEMBER

What tools can you use to help you remember what your practicing routine consists of? Can you devise an acronym or word association to relate to your routines that give you access to remember them and getting back on track if you are pulled out by another person's agenda.

The Importance of ROUTINE REFRESH

The more routines become "habits" the more you may lose sight of what their intended purpose started out as. To keep your routines from feeling stagnant, give your routines a refresh at least every 6 months. Consider if things you have been practicing need to be adjusted, removed or replaced and re-evaluate what components are no longer serving their intended purpose.

MORNING ROUTINE BUILDER

Morning Routine Start Time:	
Morning Routine Finish Time:	
Morning Routine Location:	

*Identify 1-2 things in each area you are currently doing or would like to try practicing.			
	<u>MIND</u>	<u>BODY</u>	<u>SPIRIT</u>
ALIGN			
ORGANIZE			
PREPARE			

EVENING ROUTINE BUILDER

Evening Routine Start Time:	
Evening Routine Finish Time:	
Evening Routine Location:	

*Identify 1-2 things in each area you are currently doing or would like to try practicing.			
	<u>MIND</u>	<u>BODY</u>	<u>SPIRIT</u>
ALIGN			
ORGANIZE			
PREPARE			