HOW DO I HIT THE RESET BUTTON AMONGST THE BUSYNESS?

90 SECONDS	10 MINUTES	30 MINUTES	AFTER WORK	DAY/WEEKEND

PragmaticThinking

RESET TOOLBOX

90 SECS	10 MINUTES	30 MINUTES	AFTER WORK	DAY/WEEKEND
Belly breathing take 3 deep breaths	Go and grab a coffee with a colleague	Decisional balance (what are the pros & cons of taking an action and the pros & cons of doing nothing?)	Exercise. Make sure this is something you enjoy	Sleep and rest
Cease transmission & pause reset the conversation	Stand up from your desk and stretch	Grab someone for a debrief	Spend quality time with family and friends	Go on a mini-vacation (an overnight camping trip)
Create a 'decision-gap' (realise you don't have to make a decision right now, allow some time to do this)	Go for a walk through the office or to the tea-room	Go for a walk around the block or through a local park	Relaxation techniques including yoga or meditation	Go and watch your favourite movie
Tune in your senses to your immediate environment (what can you hear, see, smell, feel?)	Make a herbal tea (make one for someone else too)	Connect with someone you trust and talk about how you would like for things to be	Engage in a creative hobby or interest	Go to a live music show or theatre performance
Make a 'To-Do' list	Have an outdoors break - step outside for 5-10 minutes	Write a gratitude journal; identify the things you are grateful for	Organise a holiday	Participate in a social exercise event
Visualise something relaxing	Play some calming music	Find a way to help someone else out either at work or outside of work	Donate your time to a charity	Complete a project around your home
Practice a quick meditation technique	Phone a good friend or family member	Take an exercise class in your lunch-break	Perform a random act of kindness	Visit your local farmers market and stock up on fresh fruit/vegies
Focus on an object in the room and count to 10	Schedule time to talk through the issue with someone	Grab a coffee with a good friend	Spend time in nature and tune into your surroundings	Get involved with a local group in your area

Pragmatic**Thinking**