

D O N O T D I S T U R B

A GUIDE TO HELP YOU BREAK UNHEALTHY NEURAL PATTERNS AND LIFESTYLE HABITS WHICH RESULT IN TECH ADDICTIONS. BE HAPPIER, GET MORE DONE, AND INCREASE CREATIVITY.



When is the last time you didn't look at your phone for 24 hours? How about 12 hours? What about even just 1 hour? Technology addiction in our society has become a real thing. Push notifications along with incessant phone and social media checking have become the norm. But the truth is, these behaviors are extremely unhealthy, prevent us from living our lives, and developing meaningful relationships. In addition to being constantly distracted, the Huffington Post reports that 60% of people are having more negative thoughts about themselves due to social media.

It's time for a change.



ESTABLISHING GOOD HABITS

"We are what we repeatedly do. Excellence then, is not an act, but a habit." - Aristotle.

There is no one-size-fits-all formula for the perfect lifestyle habits; each one of us will have a different combination of tools that help us best manage our tech time. However, instilling a morning routine, pre planning our day/week, and implementing healthy boundaries around phone use are all extremely helpful habits to adopt, if we want to find our way back to feeling connected, creative, productive, and happy.



STONE COLD PHONE RULES

USE YOUR TECHNOLOGY, DON'T LET IT USE YOU.

- Human presence takes precedent
- No tech when eating
- Airplane mode when doing deep work or at gym



SET THE STAGE: MORNING ROUTINES

- No tech 1st 30 minutes of your day
- Movement: 5-15 minutes minimum
- Journaling: try Morning Pages, 5 Minute Journal, or a daily thought book
- Warm drink: tea or coffee
- Allow 30-90 minutes before first "to-do" of the day
- Large glass of water
- Make your bed! (helps you stay out of bed!)



GENERAL TIPS

- Utilize schedule blocking (examples below)
- Tech breaks: no phone 1h (min)/day, "Cell-less Sundays"
- Download an app that tracks screen time (try "Moment")
- Pre-schedule and automate social posts
- Create outline of your next week or ideally 2 weeks
- Allow "thinking time"... no phone, no books, just you and your thoughts
- Stay on track with an accountability partner



PHONE SETTINGS

- Phone on Do Not Disturb when not in use
- Turn off all email and social media notifications
- Sign out of all apps, don't "remember" login
- Turn off message notifications "show as banners"
- Put all apps into one category & use search tools (this reduces screen clutter and the chance for distractions)
- Avoid temptations by putting it in different room



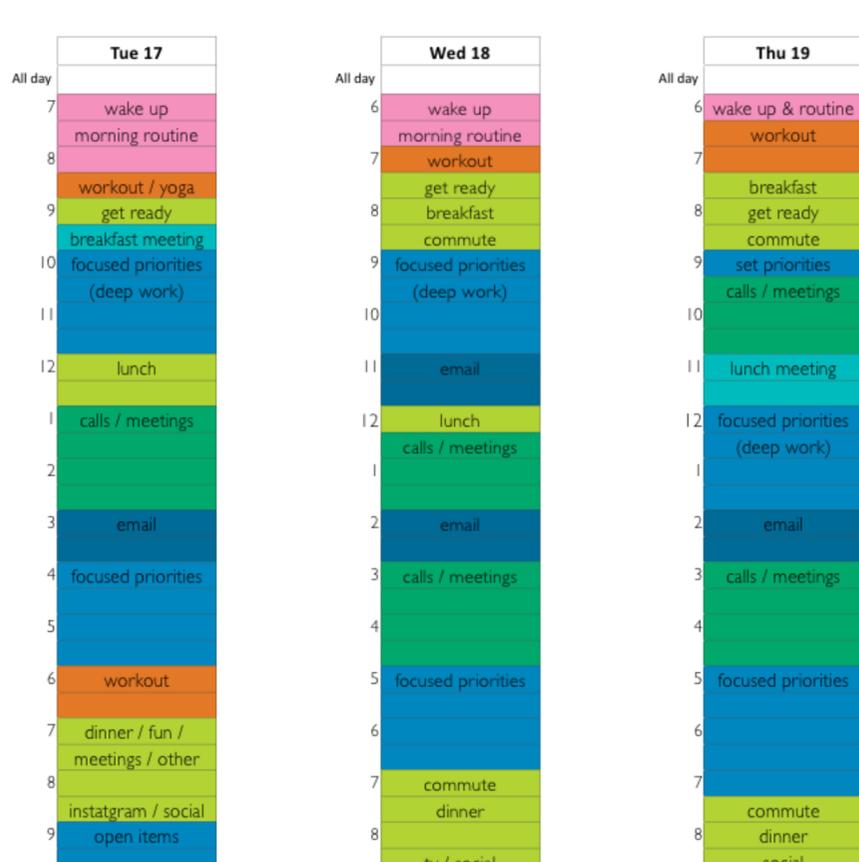
CLOSING ACT: BEDTIME

- Prioritize incomplete tasks in following day's schedule
- No tech last 30 minutes of your day
- Books: fiction, non-stimulating material
- Caffeine-free tea
- Journaling
- Airplane mode & wifi off when you go to bed



SCHEDULE BLOCKING

Scheduling your day and blocking your time will give you more flexibility and help you to make the most of your time. Find some examples below!



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