

Mini Worksheet

Instructions:

Complete this reflection at the end of your workday. Spend 3–5 minutes thinking about your distractions without judgment.

1. What distracted me today?

(Examples: Instagram scrolling, reading random articles, switching tabs, watching YouTube)

.....
.....
.....
.....

2. What was I actually needing?

(Examples: A small break, focus on the next step, some gossip or coffee time)

.....
.....
.....
.....

3. What small step could support that need tomorrow?

(Examples: 10-min walk mid-morning, writing a clear to-do before starting, scheduling a short fun break, or whatever you think is better!)

.....
.....
.....
.....

Tip:

Don't judge your distractions. Treat them as signals, and turn them into small, supportive habits.

Want more mindful focus tools? Subscribe to [Mindful Distraction](#).