

# V2 Ep 9 Tips for Calm and Productive Days

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## SPEAKERS

Jen Marples

### Jen Marples 00:00

But the point of all this is to give yourself that little bit of an entrance into the world that isn't like, boom, you're up. adrenals are firing cortisol levels are rising, and all of a sudden you want from peaceful sleep to frenetic, crazy energy. We want to avoid that I used to start my days like that way back when it does not serve anyone. Hello, and welcome to the Jen Marple Show. I'm your host Jen Marples, a former public relations agency owner turn business and life coach and motivational speaker dedicated to helping female entrepreneurs achieve the business in life they desire in their 40s 50s and beyond. Each week, I'll be bringing you conversations with incredible women who are rocking entrepreneurship and taking courageous action while also dealing with all that midlife entails. I'll also be dropping in solo every week to share thoughts, advice, tips and tricks that will help you live your best life. If you are thinking about pivoting in your career or starting a new business or looking for a second act, stick around as I guarantee you will be inspired and know that you are not too fucking old. Hello, everyone. Welcome to the Jen Marples show Happy Monday. Today's solo episode is about protecting your peace and protecting your energy to have a productive day. So I have been working a lot on this and trying to perfect all these tips to have a really productive day getting my work done. And also not feeling like I am a crazy person with my hair on fire. I think what I've come up with the last year is a nice little schedule that I'm going to share with you take all of it, take bits of it, but I am sharing this in the hopes that it helps you. So how I start my day, I get up a little earlier so I don't race out of bed with the urgency of you know, kids tugging on me, they're older, they don't tug on me anymore. If they did, I don't know. That'd be kind of crazy. But I know some of you the younger ones, the kids do tug on your they jump in your bed and what have you. They do come in and demand things for me. So I make sure I'm up before they're up as much as possible. Sometimes they do get up earlier than me. But the point of all this is to give yourself that little bit of an entrance into the world that isn't like, boom, you're up adrenals are firing cortisol levels are rising. And all of a sudden you went from peaceful sleep to frenetic crazy energy. We want to avoid that I used to start my days like that way back when it does not serve anyone. So tip number one, start out calm. Number two, don't look at your phone, don't turn on the TV, don't start checking emails and looking at texts and all of that, keep your Do Not Disturb on I have it on all the time and I intentionally take it off when I want to be part of the world. So I have the Do Not Disturb on my phone before I go to bed at night. So that just runs constantly so I'm not going to be woken up by pings and dings and all of that. It's very important to start the day calm. And at this mid life. You know I've

done a little bit of research on this. For women our cortisol levels are very high first thing in the morning. So if we wake up already with these high cortisol levels and then we throw in either husband talking too loud or the kids being crazy or whatever that is and like pings and dings and emails and this and texts and craziness and mom I don't have my lunch bla bla bla I mean don't you can't you just feel your cortisol rising listening to that. So the key is to try to just keep it as calm as possible. And that also involves a little bit of preparation the night before I have I tried to have the kids have their crap together the night before but they're old enough like I'm not responsible for it. I don't want to hear about it. They know they'll be consequences if I have to hear about it. Because their failure to prepare is not my emergency. So cortisol levels are high in the morning. Let's start out peaceful. All right now you're starting your day. If you're going to the office or you work from home, the key is to have a little bit of time and if you go to the office, you need to do this at home so you're protected your pieces protected. If you have a home office, then shut your office door and do this. Spend no less than 10 minutes, up to 30 minutes if you can. In quiet alone time. This is actually my favorite time of the day. I work from home. Everybody goes well my husband is here too. And that's that's another issue. I digress. I spend that time very intentionally every morning. It's quiet. I look forward to it. I have lemon water. I have my coffee. I don't have the lights on is bright. I put on some Hawaiian music very softly so it just puts me in a mood. So I have an association with this mela beautiful music that I like just acoustic music, darkroom, my coffee and my water. And then I read. So I have, that's when I read 10 minutes in the morning and I set a timer, I read for 10 minutes. And it's something inspirational. So I have a bunch of different authors that I love. And I have those books on my side table by my desk, and I have one that I'm going through right now and I will read for 10 minutes. And it's just a nice grounding practice in the morning. And then I spend 10 minutes and I set a timer journaling. And you never know what's going to come up. But it's just a nice way to kind of reflect and ground into the day things pop up. And if something was like annoying from the day before you can kind of get that out. Or if you want to kind of set an intention for the day. And practice gratitude. That's the time to do it. So then by the time, you know, I put the lights back up a little bit, and then I'm ready for the day. I've had this calm start. So it's not starting in this reactive mode. I'm starting my day proactive. Now the other thing I do, I mentioned, I have my phone on Do Not Disturb. I have my emails and all of that text, everything on Do Not Disturb. I turn off all the notifications. So I'm not being bombarded, the phone ringer is off. Everything is off. It is up to me to decide when to look at everything and sort of entered the world. But I do keep Do Not Disturb on my phone through most of the day. It's always on my email, I don't need to hear the pings and dings if you really think about everything coming out you notification pings and dings from slack and WhatsApp and this and that it's overwhelming. You haven't in your control to check in on these things, say once every hour. And the point here is I know you have things to do and accomplish at work. There are goals, you have projects you need to do whatever it is. So if you're constantly reacting, you can't get anything proactive done. So this is really, really helped. And I'll give you an example. Last year, in the height of the pandemic, we had a bunch of clients, some PR consulting clients who they were all everyone was in crisis, of course, because pandemic and businesses down and all these things are happening. Fires raging in California. So there's there was a lot going on. So I'm trying to have this morning practice because I know when my day starts, there was a very sort of acute period of time where things were crazy. And I knew the day would be crazy. So it was more important than ever to start out calm. But before I actually instituted these practices, I would get on the phone first thing in the morning, without this calming grounding practice I just told you about and get on the phone with a colleague in Europe. Now I love her for listening, I love you. But I was getting her at the end of her day

when she was fried and strung out and has had a full day and is trying to deal with clients in the US. And I'm just basically waking up. So our energies didn't match. And I couldn't figure it out for a while, like what is happening, don't get me rattled. And I'd be like, Oh, I can't I just so it started me out. Like cortisol is rising, no fault upper was nothing negative. It was just our energies weren't matched. It was like somebody who drank five Red Bulls, and you literally just got out of bed, because that's your energy at the end of the day to write. Some people are more tired at the end of the day, I'm not a morning person either. So having that energy, I realized, it just would set me off on kind of a rattled type of day. So after instituting this practice, I wouldn't talk to anyone till 9am because I could do that. And so I just set that into place, I protected my time. And then when I'm sort of like okay, world, I'm ready to take on whatever I need to take on I can do it. So just try this you all I mean, you have it within your control. And I know I know there's a lot of you who work with you have things happening all around the world, we're like always on, we can't always be on because we can't sustain that we definitely can't sustain that. So by just having this morning practice and grounding in and turning off notifications, only check your email a couple times a day. Everyone's got WhatsApp and slack and all these project management software to me I could list 1000 things that were all part of depending on what we all do for work. You have it in your control to set those things to give you digests or things to you so you're not constantly being bombarded. And then you go in when you feel like it. And you check those messages, because that keeps you in a proactive mode versus reactive. It's not going to be perfect every day and there's some days where you just have to be reactive. I'm just trying to save you can get to like a 70% shot at this. life's gonna be a lot easier. I promise you. It's all about grounding in being proactive, not reactive. Try it let me know what you think. Hope that helps. Have a great day.