



# *Ground Yourself*

ZEN FOR YOU'S WEBINAR SERIES

**How To Achieve Balance In Your Life**

Self-Reflection Worksheet

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Hello!

Thanks for being a part of the Ground Yourself Webinar Series.  
Welcome to week one: 'Balance'.

This week's worksheet will help you experience firsthand what it takes to create life balance.

My intention is for you to walk away from these exercises with simple, tangible action steps you can implement right away.

These worksheets are for you to use so you can make notes about what you discover, brainstorm ideas as they come to you, and create action steps at the end to start developing greater balance in your life – right now!

This is the first step to getting to know yourself a bit more and for balancing yourself!

Let's get started - It's time to take time for yourself!

This worksheet will help you reflect on your work-life balance so you can re-align the various areas of your life to achieve more peace, harmony, health, and happiness.

## Career

How many hours do I spend at work each week? \_\_\_\_\_

How often do I take a vacation or day trip? \_\_\_\_\_

On my days off, do I forget about work and fully enjoy other activities? \_\_\_\_\_

Do I take my work home with me? \_\_\_\_\_

Do I accept work phone calls after hours? \_\_\_\_\_

Do worries about work keep me awake at night? If so, how often? \_\_\_\_\_

Do I view my work as a priority over my relationships? \_\_\_\_\_

Do I feel that too much of my time and energies are focused on work? If so, what are some action steps I can take to reduce the focus on my job?

## Relationships

What are some things I can do each day to nurture my personal relationships?

- 1.
- 2.
- 3.
- 4.
- 5.

## Finances

Are my finances under control? \_\_\_\_\_

Do I pay cash for my purchases? \_\_\_\_\_

Have I created my budget? \_\_\_\_\_

Are debt worries causing me stress? \_\_\_\_\_

What can I do to reduce my debt?

What is my debt-repayment plan?

Am I living within my means? If not, what are some things I can do every day to put myself into a positive cash flow?

- 1.
- 2.
- 3.
- 4.
- 5.

## Body and Health

Do I pay attention to what my body is telling me? \_\_\_\_\_

Do I watch my caffeine intake? \_\_\_\_\_

How often do I exercise? \_\_\_\_\_

Am I getting enough sleep? \_\_\_\_\_

What time should I retire each night? \_\_\_\_\_

What are some ideas to get myself moving? (Taking the stairs, walking, aerobics class, etc.)

1.

2.

3.

4.

5.

How can I reduce my stress? (Meditate, Journal, Adequate sleep. Etc)

1.

2.

3.

4.

5.

## Personal and Spiritual Growth

When will I make time in my schedule for daily prayer, meditation, and/or self-reflection?

What can I do to strengthen my spiritual connection?

## Putting it all Together

After reflecting on your life, do you feel that one of these areas is out of proportion in relation to the others?

Do you find that one area is particularly stressful and needs some attention to reduce that stress and get it back in harmony with the others?

**Write your thoughts and ideas about how you feel about your work-life balance: What action will I be taking to achieve the balance I deserve:**

Good Luck!

Love and light  
Manali