

# Finding Your Inner Balance

Explore lessons that guide effective work-life balance. Remember to always **live** life to the fullest!



Monday	Wednesday	Friday	Additional Resources
<p><a href="#">Why We Feel Guilty When We're Not Productive</a> (3m 6s)</p>	<p><a href="#">Identify What's Most Important To You</a> (2m 41s)</p>	<p><a href="#">Time Management Tips For A Better Work-Life Balance</a> (2m 46s)</p>	<p><b>Reflect</b> on what is most important to you throughout the day and create a weekly schedule adding the important things throughout your day.</p>
<p><a href="#">What If My Career Demands That I'm Always Available?</a> (1m 53s)</p>	<p><a href="#">Disconnect From Work After Hours</a> (2m 54s)</p>	<p><a href="#">Give Yourself MEDALS Daily</a> (2m 20s)</p>	<p><b>Practice:</b> Choose one of the MEDALS and practice at least one per day. M for Meditation, E for Exercise, D is for Diet, A is for Appreciation, L is for Learning and Love, S is for Sleep and Social Connections.</p>
<p><a href="#">Achieve Phone-Life Balance</a> (3m 31s)</p>	<p><a href="#">Why Mindfulness?</a> (2m 22s)</p>	<p><a href="#">You Have Permission To Rest</a> (3m 1s)</p>	<p><b>Practice:</b> Find a quiet spot, close your eyes, and take deep breaths. Focus on the sensations in your body, then shift your attention to your breath, feeling it enter and leave. When thoughts arise, acknowledge them and return to your breath.</p>