

hannah
A U S T I N



The HELLO, HEAD, MEET HEART Toolkit

WEEK ONE

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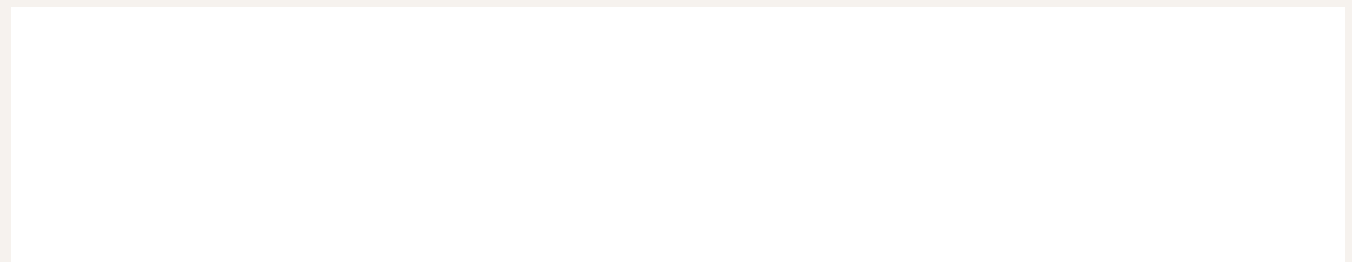
Week One

Turning Towards Yourself Exercise

Welcome to Week 1! Now that you've read Hello, Head, Meet Heart, you're ready to tap into your extraordinary life. You are exactly where you are supposed to be to enter this powerful journey now. Please answer the below questions honestly and succinctly - go with your first answer, and do not judge what you write.

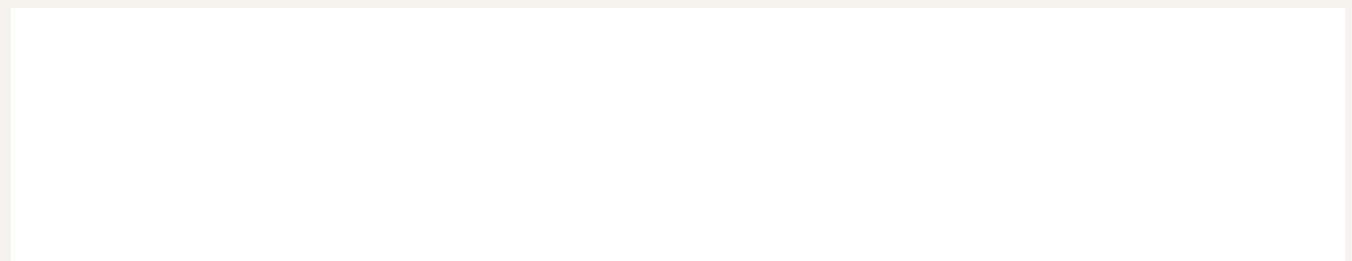
What are your primary responsibilities?

Make a list of all the roles, relationships, and projects that currently require your time and/or energy. Remember to consider 'self' as one of the roles along with work, family, education, church, community, volunteerism, neighborhood, clubs, etc.



What do you value most?

If your life were a tent, which 6-10 stakes would create the structure or foundation of who you are? What is most important to you in life, now and on an ongoing basis?



What are your most brag-worthy skills?

Compared to most people, what do you do especially well? What skill do you have that comes with ease and excellence? What might others identify as your most admirable trait? How would your closest friends describe you?

What's your biggest energy suck?

What zaps your mood and depletes your energy?

What's your legacy?

Imagine your life has come to an end and you're assessing it from the outside. Summarize in two to three sentences how you want to be known and remembered. What ripple effect do you want to start and leave behind?

What are the core components of your life?

Consider the estimated % of time you spend on each in an average day.

Self Care %



Rest/Stress Relief %



Family Time %



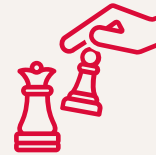
Adulting %



Sleep %



Play %



Community %



Food/Alcohol %



Screen Time %



Physical Exercise %



Add, remove, or further delineate critical categories. For example, perhaps 'Food and Alcohol' is better represented through three unique categories for you: 'Unhealthy Food, Healthy Food, Alcohol'.

Once you have your list of core components, place a percentage next to each category to represent the estimated percentage of time you spend on each in an average day. **The total should come to 100%.**

Time to Reflect

Upon answering all six questions, read through everything you wrote. Take a deep breath, and acknowledge yourself for being honest.

How aligned are your answers to what you value the most (#2) and back to basics (#6)? Do you place more emphasis on your roles and responsibilities (#1) than the things you value?

What percentage of each day (#6) gets allocated to people, places, and situations that zap your energy (#4)? What would it take to decrease the investment in those things by one percent each day?

Does your ripple effect or legacy (#5) align with your values (#2)? What role or responsibility (#1) directly feeds into your vision of a legacy? What role or responsibility does not feed this vision?

What quality or characteristic did you brag about (#3)? How much space do you create for this gift when you look at percentages of time invested in the basics of your life (#6)?

Take a closer look at the basics of your life today (#6) and what you value most (#2). Is your time aligned with your values? What would it feel like for these responses to align more closely?

Summary, Homework, and What's Coming Up Next!

Congratulations on completing Week One of the 'Hello, Head, Meet Heart' Toolkit. I hope you enjoyed working through the exercises and found some new clarity!

This Week We Covered...

- We started by looking inward and assessing your current responsibilities and priorities to see what is in alignment and what isn't!
- You looked at exactly where your time was going, and what was taking up more hours each week than you may have expected!

Action Steps from the Welcome Guide

- ✓ If you haven't done already, complete the exercises from this week's workbook, and take your time when answering. Be thorough and be honest.
- ✓ Head back to the page for this week, and download and listen to the two guided meditations included in this week of the toolkit.

Coming Up in Week Two

- We're going to look at your inner critic, how they affect you, where that voice came from and how to address it.
- You'll also get access to a special guided meditation audio tool to help you interrupt those thoughts whenever they come up.

Hey, I'm Hannah!

I'm a best-selling author, podcast host, and speaker. I'm on a mission to help people on the brink of setting fire to it all, learn how to burn brightly instead of burning out, and finally find some balance.

Ever since the day I physically collapsed due to burnout, I've been obsessed with figuring out what makes us burn out and how to design a work life balance that simply, works.

MORE ABOUT HANNAH



CHECK OUT THE Burn Brightly Podcast

If you've spent years trying to "get it together", balance your personal and work life, taking breaks that don't seem to work, you need more than rest!

LISTEN NOW

Book Hannah TO SPEAK

SPEAKING TOPICS:

Burn Brightly Without Burning Out (Keynote)

The Burn Bright Workshop

How to Lead When You Are Depleted

BOOK HANNAH



HELLO, HEAD, MEET HEART

SheShatters works to help educate, empower and light the way for professionals to burn bright. We make it our goal to provide resources and tools to help support professionals, tackle burnout, and remind you that you aren't alone.



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