



PUTTING PTSD OUT OF BUSINESS®



# DAILY AM/PM GUIDELINES

Science-based practices & tools to enhance  
personal and professional resiliency

# Building a Morning Routine



## Waking and/or Early Morning (1st hour of each day)

### Prioritize Creating A Positive and Calm Environment For The First 30 minutes

- Keep your phone, TV, technology and devices on Do Not Disturb/Silent
- Listen to something positive and motivating
- Meditate for 3-5 minutes
- Mirror Work: Say positive, nice things to yourself in the mirror (out loud)
  - Use post it notes with affirmations to keep you focused and joyful
- Try 3 rounds of Tactical Breathwork
- Organize/Plan the day by journaling your top 3 goals and intentions for the day

### Prioritize Hydration

- Ensure Proper Hydration (at least 32 ounces)
  - Make yourself a warm glass of lemon water
- Delay Caffeine for the first 90 minutes
- Stopping caffeine intake by 12:00 pm
- Consider avoiding tobacco products and energy drinks

### Prioritize Light Exposure & Grounding Practices

- Get sunshine on your face (if possible) each morning
  - This sets the circadian rhythm
- Ground yourself by being barefoot on the lawn / ground for 5-10 minutes
- Journal for 10 minutes about the life you want for yourself
- Repeat a mantra of positivity and catch negative thoughts and reprogram

### Prioritize Morning Movement

- Consider building a morning workout routine (at home, at the gym, in nature)
- Consider trying slow movement (yoga, Qi Gong, Tai Chi, or stretching)
- Consider taking a morning walk or run (if possible)

# Building a Night Routine



## Evening and Night Time (last few hours of each day)

### Prioritize “debriefing” the day

- Meditate for 3-5 minutes
- Legs up the wall for 5-10 minutes
- Consider coloring and opening that right side of the brain (color with your children too!)
- Gratitude journaling
  - Write about what went well with your day
  - Write 5 things you’re grateful for before sleep

### Optimize your sleep environment

- Keep your sleep environment at a cooler at 65-69 degrees F
- Use a sound machine or rain sounds for background noise
- Use black out curtains to keep light out
- Optional: Consider using a weighted blanket to reduce anxiety
- Keep a notepad next to the bed to jot down any unexpected thoughts (worries) in the night

### Reduce Light Exposure & Food/Liquid Intake

- Turn down overhead lights and use ambient lights (warm-toned and low lights)
- Ensure Proper Hydration
  - Keep a glass of water or warm tea by your bed
- Turn your phone, TV, technology and devices on Do Not Disturb/Silent
- Avoid intaking foods past 7:00 pm or 3-5 hours prior to sleeping
- Reduce alcohol intake before 6:00 pm

### \*Quick Tip for Insomnia: Reverse Engineer the Day

- Remember how you got ready for bed all the way back to getting up this morning
- Reprogram any negative experiences into how they might have been positive
- Fall asleep imagining your life being the best possible experience you can create