

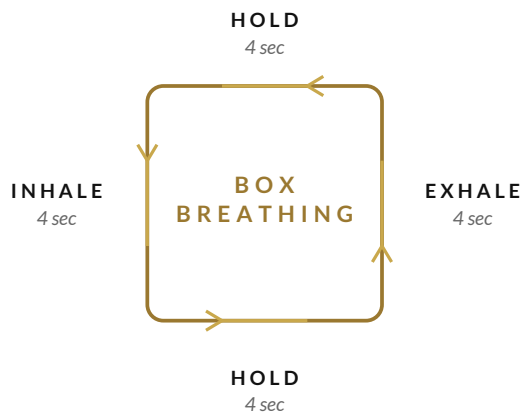
Calming Tactics

“The space between being triggered and reacting is your escape hatch.”

When you're triggered, you react out of emotion — and a second mess gets created. The pause is a skill. Deep breaths, stepping away, a phrase in your head: these tactics keep you centered and give you room to think clearly and choose your response. You probably use one already — this page makes it conscious.

YOUR MENU OF CALMING TACTICS

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|---|---|
| ☐ Slow belly breaths | ☐ Box breathing (see below) |
| ☐ Step away for a moment | ☐ A walk to the water cooler |
| ☐ Count to ten | ☐ A phrase in your head — “Not now.” |
| ☐ A sip of water | ☐ Ten minutes of daily meditation |
| ☐ _____ | ☐ _____ |



THE TWO ZONES OF BREATHING

Zone one is chest breathing — shallow, automatic under stress, heart rate up.

Zone two is belly breathing — your belly expands and your heart rate slows. It's your body's built-in calming mechanism, and it's where you need to be under stress.

It costs nothing. You just have to remember to do it.

TEN MINUTES A DAY

Sit comfortably, hands in your lap. Breathe through your nose and feel your belly rise and fall. Your mind will wander — that's natural. The practice is catching the drift and returning to the breath, again and again. Make an intention to be more interested in your breath than in the contents of your mind. Ten minutes a day builds the ability to be calm on demand — in the moments that count.

MY PLAN

In the moment, my go-to tactic will be: _____

My backup, when the first one isn't enough: _____

My daily ten-minute practice — when and where: _____