



Healthy Habits Challenge

#HealthyHabitsChallenge



Week 1

Start fresh with a deep clean of old habits

Week 1 Goal: Make a plan for yourself.

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Day 1



Welcome

Welcome to our 4-week Healthy Habits Challenge! First things first, save this post for a quick reference.

Day 2



Identify

Make a note of all your habits and place a check beside the habits that make you more productive and an "X" beside those that prolong your day.

Day 3



Take inventory

What are your goals for the week?

Write down everything you want to accomplish and we will help you get there!

Day 4



Keep it simple

Don't get stuck on one huge goal.

Break it down into smaller, easily attainable goals and get as specific as possible.

Day 5



Schedule reminders

Look back on your list of goals and create reminders that will help you along the way.

[Todoist](#) lets you organize your list and build in timely reminders.

Day 6



Recognize your limits

Unfortunately, you can't do it all and you need to prioritize your time.

Assess the scope of a project and say no if you have to. There is no shame in acknowledging your limits.

Day 7



Review your to-do list

Are your goals attainable? Have you set yourself up for success?

Break down your list even smaller if you haven't accomplished your weekly goals.

Reward yourself for completing Week 1! 🎉

Week 2

Nail down your morning routine

Week 2 Goal: Find a morning routine that works for you.



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Day 1



Drink water

It seems simple...but starting your day with a glass of water will kickstart your brain.

Try and drink at least 3 glasses of water today and replenish your body.

Day 2



Wake up early

Wake up an hour earlier than usual and spend some time on yourself.

Read a book, catch up on the news or meditate for 30 minutes — this is your time!

Day 3



Organize

Make a list of everything you want to get done today.

Don't worry, you might not get it all done but it's important to give yourself recognition at the end of the day.

Day 4



Positive affirmations

It can be easy to get caught up in negative thinking and this can really harm your day.

Take 5 minutes and think about all of the positive things going on in your life.

Day 5



Exercise

Exercise is beneficial for both your mental and physical health, but is often forgotten about.

You don't have to start an intense workout program. Simply go for a walk today or stretch for at least 20 minutes.

Day 6



Visualization

Visualize the day ahead of you and everything you want to do.

Be in the moment and use all 5 senses to manifest a beautiful day.

Day 7



Meditate

It's time to reflect on the past week with a short meditation session.

Take this time for yourself and try to quiet your overactive mind.

Sit back, relax, and reflect on how good it feels to be halfway there! ⚡

Week 3

Make a schedule and stick to it

Week 3 Goal: Schedule your week to boost productivity.

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Day 1



Honor your calendar

This week is all about prioritization and balancing your time, energy and workload.

Day 2



Schedule your breaks

Treating breaks as you would a meeting can make a big impact.

Create space for a brain break and allow yourself much deserved rest and recharge.

Day 3



Make time for deep work

Look for ways to preserve your time and schedule in deep work. Always honor your schedule and block off this time to challenge yourself.

Day 4

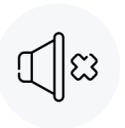


Slow down email flow

Is your inbox a nightmare? Stop wasting time scrolling through emails.

Only check your inbox at certain times in the day and find an inbox manager that works!

Day 5



Mute notifications

Are you distracted by notifications from a million different apps?

Unsubscribe from recurring newsletters, turn off app notifications and leave your phone in another room.

Day 6



Refresh your workstation

Add a new desk plant or comfy pillow to your dedicated workspace.

Make sure to take 5 minutes at the end of each day to reorganize your desk for a fresh start.

Day 7



Refine your schedule

Take a look at your calendar and add in some activities that bring you joy.

Schedule in a 20 minute walk.

Do something fun!
You earned it. 🏄

Week 4

Set yourself up for success

Week 4 Goal: Reflect on your progress and make a contingency plan.



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Day 1



Reflect on old habits

Replace your old habits with new ones.

Rather than scrolling through social media on your lunch break, try going for a walk and ditch that old habit!

Day 2



Remove any barriers

Is there something stopping you from ditching old habits?

Address those barriers and write down 3 ways you can make picking up positive habits, easier.

Day 3



Treat yourself

Look back on the list you made of your habits in the beginning of the week.

Reward yourself for every bad habit you have replaced.

Day 4



Review

Is there anything we're missing? What extra steps did you take to reset your habits? Tag us and let us know with the tag #MyShiftWeek4

Day 5



Break down your day

Are you honoring your schedule? Take a minute to look over your calendar and make sure you have set out enough time for yourself.

Day 6



Repeat

Set a reminder in your calendar to repeat this process when things start building up again.

Revisit your daily habits every few months to be sure you haven't returned back to old habits.

Day 7



Celebrate

How does it feel to have completed #MyHealthyHabits challenge? We want to know how it went: What was easy and what did you struggle with?

Congrats, you made it!
Checkout our blog for a full downloadable guide for the next time you find yourself wanting to start fresh with #HealthyHabits ¹⁰⁰