Reset and Rise

Quick Start Guide

Starter kit · 1 of 3

From fog to focus in 60 seconds

Stop, name it, reset, and start the next thing. Three steps that fit between two meetings.



When to use a reset

The moment you notice one of these. The earlier you catch it, the less it costs you.

Mental fog

Thoughts feel scattered and you can't think clearly.

Overwhelm

The list is so long you can't pick a first task.

Task anxiety

You keep putting off starting, or finishing, one piece of work.

Drifting focus

You've read the same paragraph twice and still don't know what it said.

Energy dip

The afternoon slump, or the flat feeling after a hard meeting.

Switching tasks

The last job is still in your head when the next one starts.

Why one minute

Most of us won't take a twenty-minute break in the middle of a working day. A minute is short enough to do at your desk, in a corridor, or before you open a meeting link, and nobody needs to know you're doing it.

The method has three parts. You name what's going on, you interrupt it with your body or your imagination, and you launch straight into one small action. The last part matters most. A reset that doesn't end in an action is just a pause.

> **A reset that doesn't end in an action is just a pause.**

The 60-second reset

Ten seconds to spot it, thirty to reset, twenty to launch.



1 Spot — 10 SECONDS

- Stop what you're doing.
- Name it in a few words: "I'm feeling scattered."

2 Reset — 30 SECONDS, PICK ONE

Breathe
Three slow, deep breaths, shoulders rolling back on each out-breath.

Picture
Close your eyes and put yourself in a calm place. What do you see, hear and feel there?

Move
Stand up, stretch tall, hold a strong, open posture for a few breaths.

3 Launch — 20 SECONDS

- Say your intention: "I choose to..."
- Do one small action right away: clear the desk, open the document, write the first line.

15:00. A report is due at 17:00 and you've been staring at a blank page for twenty minutes.

Spot. "I'm stuck and I'm worried about the time."

Reset. Stand up, stretch tall, three slow breaths at the window.

Launch. "I choose to write the headings first." Sit down and type the first heading.

Use a timer the first few times. After a week you'll know what a minute feels like.

The 20-second emergency reset

For when you're about to walk into the room, or the phone is already ringing.

STEP 1 — 5 seconds — **Name it**

STEP 2 — 5 seconds — **Breathe**

STEP 3 — 5 seconds — **Say a phrase**

STEP 4 — 5 seconds — **Act**

Phrases to keep handy

> **Focused mind, productive day.**

> **One step at a time.**

> **I am capable and clear.**

> **Clarity comes from action.**

Better still, write your own in the workbook. A phrase in your own words works better than one borrowed from a guide.

Making it stick

1. Practise when you're calm, so the steps are automatic when you're not.
2. Rate each reset from 1 to 5 straight after. In two weeks you'll know which ones work for you.

For the harder moments: RISE in two minutes

When one minute isn't enough, stretch the same idea to two.

R

Recognise

20 SECONDS

What am I feeling, and where in my body?

I

Interrupt

60 SECONDS

Breathe, picture or move. Take your time.

S

Set intention

30 SECONDS

What should the next hour look like?

E

Execute

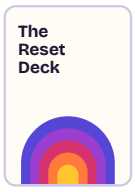
10 SECONDS

Start the first action before you sit back down.

The calm scene

This is the strongest of the three resets for anxiety, and worth practising before an important meeting or presentation. Choose one real place where you felt calm. Close your eyes and fill in the senses one at a time: what you see, what you hear, the smell of the place, the temperature on your skin. Then picture the meeting going well, and open your eyes.

The rest of the starter kit



The Reset Deck

50 cards in five groups (breathe, picture, move, notice, reframe), so you never run out of resets.



The 14-Day Workbook

Build your own phrase, scene and breath, then track what works for two weeks.

Know someone whose head is too full to start?

Pass this kit on. It takes one minute to try.

Reset and Rise is a self-help method for everyday stress and focus. It is not medical or psychological treatment. If you are struggling, please speak to a health professional.

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QUICK START GUIDE

Find more at micromindscripts.com

From fog to focus in 60 seconds.

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