

# MINDFULNESS

A guide to the practice  
of mindfulness



**Lifestyle Medicine  
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of mindfulness

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# A word from the authors

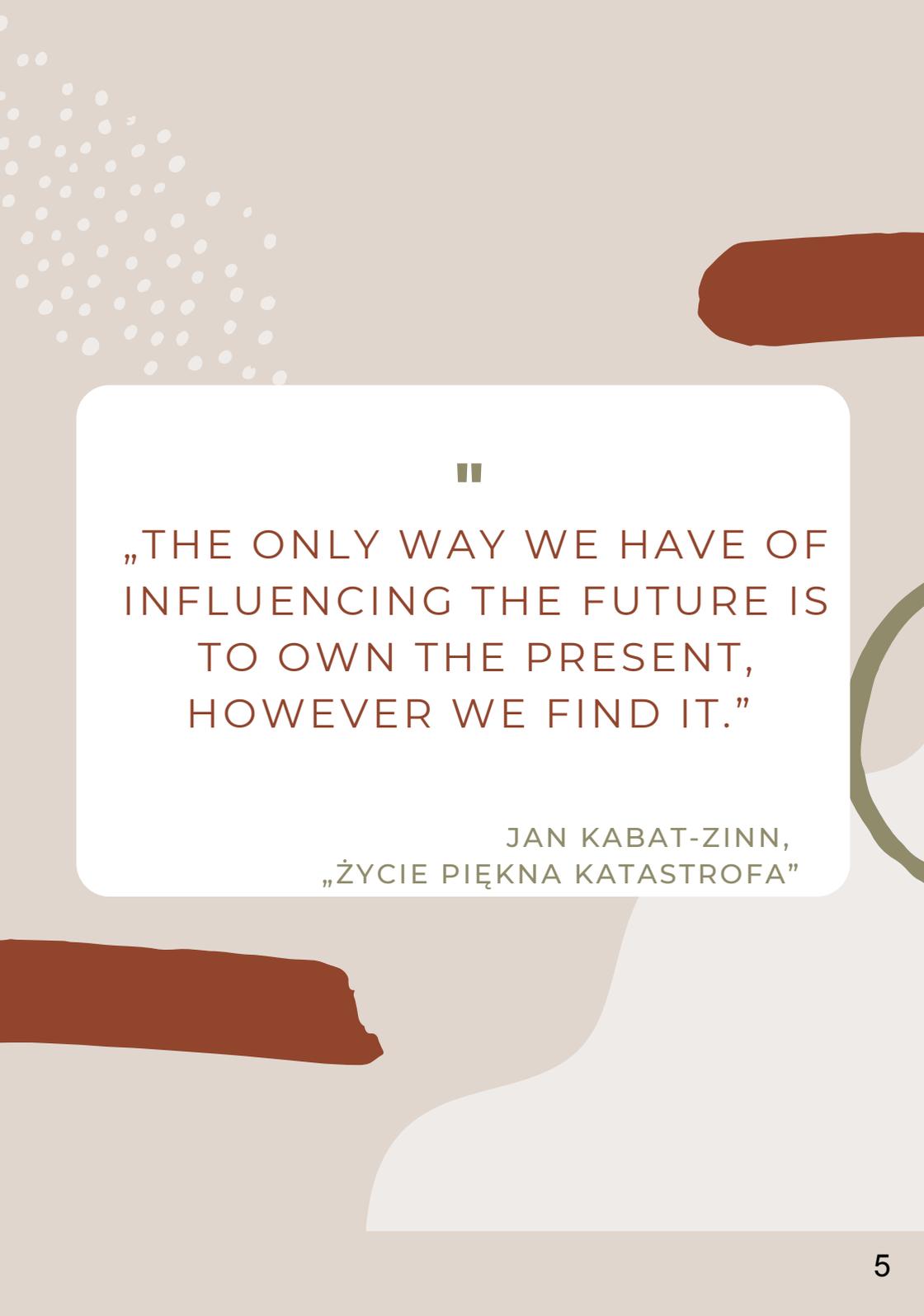
This e-book is designed to help you lead a mindful life with little steps and simple techniques. It is a summary based of the event organized by our Circle in February 2021 "30 days of mindfulness" and both these activities complement each other.

Just 10 minutes a day is enough to significantly improve the quality of your life. Mindfulness training can help you find a sense of inner harmony, regain control of your mind, release stress and create a better relationship with yourself.

We hope that the mindfulness training methods that we have compiled in this e-book will help you achieve a state of mindfulness at every moment of your life.

Whether your goal is to achieve peace, to deal with difficult emotions, or to improve concentration for better studying or working, starting mindfulness training is always a good choice.

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„THE ONLY WAY WE HAVE OF  
INFLUENCING THE FUTURE IS  
TO OWN THE PRESENT,  
HOWEVER WE FIND IT.”

JAN KABAT-ZINN,  
„ŻYCIE PIĘKNA KATASTROFA”

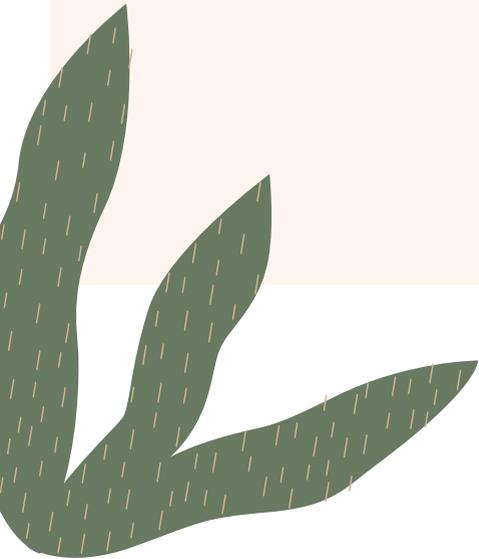


# What is mindfulness?



Mindfulness is: „a state of consciousness that is the result of an intentional and non-judgmental focus on what we are experiencing in the present moment."

Father of mindfulness in the West  
Jon Kabat-Zinn of the University of Massachusetts



# THE CONCEPT OF MINDFULNESS

Mindfulness is not only the latest trend in personal development. It is a tool that can really improve the quality of our lives and "develop itself" in a broader sense.

Is this concept still abstract for you? Replace the word "mindfulness" with "carefulness," "careful existence" or "fullness of presence." It is a psychological process that, unlike many people believe, consists of focusing your attention - conscious, unbiased, placed in the present moment - on internal and external stimuli, not separating yourself from them.

Our goal is to focus on this moment, every moment. Many of us live according to one of two patterns - living in the past or looking ahead. Either we are stuck with our heart and mind in what has passed, and we dwell on what has been, or we think ahead, making plans, dreaming, waiting for something special to happen to us or perhaps we are worrying about the future. It is easy to lose your balance in this way. Now ask yourself: "Do you want the "here and now" to pass unnoticed? How much of the day has passed, unnoticed by you?". Now multiply that by 365 days. It is the presence that we can really control.

# WHAT IS NOT MINDFULNESS?

Do you associate mindfulness training and meditation only with the East, Buddhism, and magic? You could not be more wrong. More and more people around the world recognize the benefits of mindfulness training. Mindfulness training is used by psychologists, psychotherapists, in schools, in companies, and even by doctors to support the therapy of an increasing number of diseases.

Although mindfulness is rooted in Eastern religion, **mindfulness is not a religion.** You don't have to be a religious person to connect with your spiritual side.

**Mindfulness is also not synonymous with meditation** or rather, meditation is one of the techniques that helps you achieve a state of mindfulness.

# SCIENTIFIC BASIS

Many scientific studies confirm that mindfulness training has a positive effect on health, sexual life and stress relief. Mindfulness improves awareness of your own body and the way you feel. It regulates emotions, improves attention, and increases self-awareness. It lowers the level of stress, anxiety, improves mood and helps in the treatment of many disorders, e.g. depression, anxiety disorders, eating disorders (anorexia, bulimia) and chronic pain. Mindfulness techniques are also an effective tool for relieving excessive thinking, as they help to combat the problem of obsessive thoughts or rumination.

Moreover, the practice of mindfulness is accompanied by changes in the neuroplasticity of the brain. Regular meditation alters the activity and the structure of brain regions, including those involved in the development of mental disorders such as depression and anxiety and those associated with memory. So far the observations have shown that one of the most important areas of the brain, the function of which changes under the influence of meditation, is the relatively unknown default mode network (DMN). It is a network of specific brain structures, in which synchronized activity decreases during activities that require focusing on external stimuli.



The areas belonging to the DMN become active when we are relaxed and distracted. Changes in activity of this network occur with the presence of anxiety disorders, attention deficit hyperactivity disorders (ADHD) as well as with Alzheimer's disease.

How is it possible that mindfulness training can help us achieve such effects? It is associated with changes in basic mental processes, such as improving concentration, lowering emotional reactivity and ameliorating self-image.



# HOW TO START PRACTISING MINDFULNESS?

# „ATTITUDE & MINDSET“

The first and most important step - the right attitude and the way of thinking

1. *Don't judge: notice when you evaluate, judge or criticize yourself or others*
2. *Be patient: let everything happen in its own time, do not rush*
3. *Be a beginner in it: absorb new opportunities, new experiences, you don't need to know all the answers*
4. *Trust: trust yourself and take responsibility for your actions*
5. *Do not force yourself to reach your goal: do not rush anything, do not focus on making something happen, let everything come to you in its own time*
6. *Accept: accept what is in the moment without denying or trying to change things; accept things for what they are*
7. *Let go: let go of things, people, ideas, thoughts that keep you from living in the moment*

These 7 types of attitudes have been described by Jon Kabat-Zinn in his book "Full catastrophe living."

# GET INTO A HABIT

To make mindfulness a part of your life, you must try to keep the practice as regular as possible. If it isn't at first, don't worry, just keep trying. The beginning is not easy. We find thousands of excuses for not finding ten minutes for mindfulness training, or we simply forget, give up because we don't see the results. However, over time, we do develop a habit, and that's the way it is with everything.

Do you do any sports? How long have you been telling yourself that you will start jogging or going to the gym until you actually started doing it? When you do something once, twice, three times... the next "times" become easier and more pleasant to follow.

This is also the case with mindfulness. Have you started and then took a week / month / year break? Follow up with another mindfulness training session at any time. Don't think of it as a new beginning, but as a continuation.

# 5 WAYS TO MAKE MINDFULNESS TRAINING EASIER

- 1. Set reminders.** You can set simple reminders on your phone, leave sticky notes with a reminder in places that you frequently visit, or even use an item, e.g. a candle, that you associate with practice to help you remind about training.
- 2. Use the help of the app.** More and more apps offer mindfulness plans, with 21 day schedules, that can help you get into the habit of regular practice.
- 3. Get rid of distractions.**
- 4. Take a moment each day to write down what you are grateful for.** Before going to bed and when you wake up in the morning, try to write down at least three things for which you are grateful. It will help you to get rid of your negative attitude, and to become aware of what is important in your life.
- 5. Include time for mindfulness training when planning your day.** And also plan your day carefully. Choose the three most important things that you need to do on a given day. This will make you aware of your priorities and reduce the risk of distraction.

# MINDFULNESS TECHNIQUES

There are many ways to practice mindfulness. We'll list a few of them here, and we'll elaborate them to you in later chapters.

**YIN YOGA:** slow yoga in which the positions are held for a longer period of time

**QIGONG:** Ancient China's Health Exercises; a form of exercise consisting of repetitive and slow movements

**CAREFUL EATING:** focusing on the activity of eating, perceiving food with many senses

**BODY SCANNING:** observation of the body in order to become aware of its sensations

**MEDITATION ON LOVE:** meditation that focuses on sending goodness and compassion to others and yourself

**CAREFUL WALKING:** directing attention to each step, sensation in the feet, the weight of the body placed on each foot and the surrounding while walking

**BREATHING TECHNIQUE:** focusing on how air is taken in when you breathe, how it fills your body, runs through its paths and leaves

**AFFIRMATIONS:** using the mechanism of auto-suggestion and meditation; repeating positive statements about yourself that lead to personal identification with their meaning

**WRITING:** putting your thoughts on paper, keeping a gratitude journal, an activity journal

**DRAWING "DOODLING":** making casual drawings while being busy with something else, but also free drawing of patterns





# WORKOUT FOR EVERY DAY



# MINDFUL BREATHING TRAINING

You can do this meditation in bed right after waking up, at the desk before starting classes / work, during a break from work, before / after lunch, before going to bed. It may take, for example, 7-10 minutes.

All you need to do is close your eyes, focus on what your body feels, feel (if you are sitting) how your feet rest on the floor, how you rest against the chair with your buttocks, thighs, back (if you lie down), how your whole body touches the bed, feel the supporting pressure in each place of your body. Become aware of how you breathe. Feel the cold air you breathe in through your nose as it flows through your body, filling your lungs. Feel the warm air leaving you as you exhale through your mouth. Watch your body as you take breaths. When you inhale, does your chest widen the most, or do you feel your breath mainly in your diaphragm? Does your stomach also rise? Feel it all. Stay like this for a few minutes, experience how your body behaves.

If thoughts come to your head, don't worry, it's natural. "Observe the thought", don't get nervous, go back to the breathing with your thoughts and let this thought go. Mindfulness training is not about cutting yourself off, but about being aware of the moment. Accept any thought, sound, smell and other sensations that you notice in the course of practice and just carry on in this moment of recollection.

If you feel that it will be too difficult for you to conduct such a training without being guided by another person, find a guided meditation session on a Youtube or Spotify channel. Don't be discouraged. If a particular recording does not suit you, another one may be more satisfactory for you. We have prepared several suggestions for you:



<https://tiny.pl/rslnh>  
<https://tiny.pl/rslng>  
<https://tiny.pl/rslnm>  
<https://tiny.pl/rslng>  
<https://tiny.pl/rsln7>



## TRAINING WHILE PERFORMING DAILY ACTIVITIES

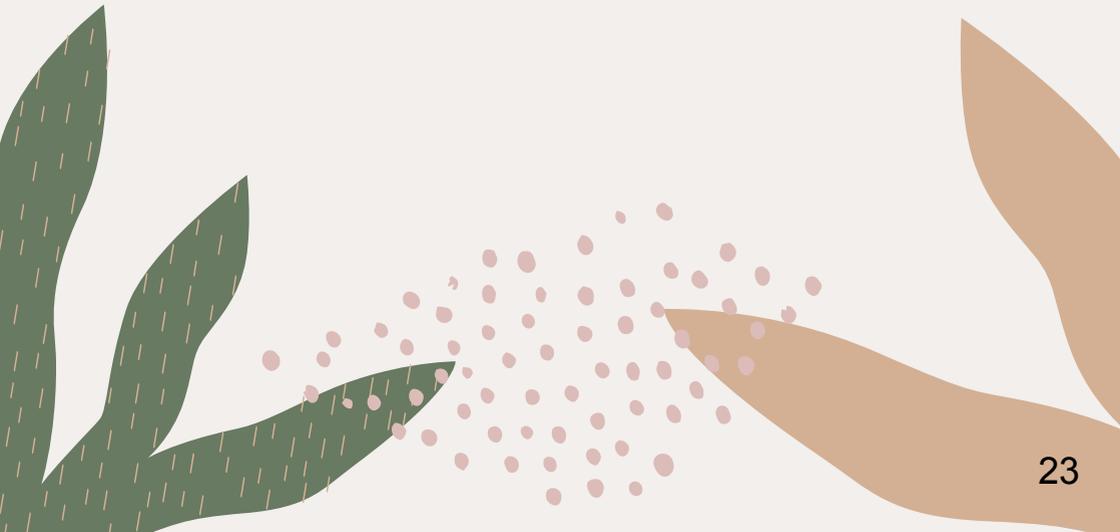
Mindfulness - being present in the moment - becomes even more interesting as we learn to integrate it with our daily lives. If we can train while sitting in a chair, why not practice being present when shopping, drinking coffee / tea, eating a meal, holding a child in your arms, working at the computer, talking to a friend? Each of these situations is a chance to implement mindfulness and to be aware of the moment.

Instead of living our lives with autopilot on, without being really aware of the decisions we make, we can live each moment with a sense of calm, proper decision-making, and clarity of mind.

Most people spend 30 to 50% of their day caught in random thoughts. Such "wandering mind" can be a direct cause of unhappiness, confusion, and disorientation.

# CONSCIOUS TEETH BRUSHING

As you pick up the toothbrush and toothpaste, for starters think of your posture, how your feet rest on the floor, what temperature and the texture do you feel by the soles of your feet. Become aware of the appearance, smell, texture and taste of the toothpaste you are applying to the brush. As you brush your teeth, be aware of how your arm moves from side to side and the noise of the brush scrubbing against your teeth. Be aware of brushing each tooth and the sensation of brushing your gums.



# CAREFUL WALKING

Walking meditation is about taking each step consciously. We usually walk automatically without thinking about it, but we can also try to experience the act of walking.

Choose a place where you can walk freely. If you are in an apartment, you need a space enough to take at least a few slow steps.

You can close your eyes while walking in the apartment to focus more easily on all the sensations and movements of your body.

During each step, try to notice sensations such as:

- lifting the foot off the floor
- bending the leg at the hip
- moving the leg forward
- putting your foot on the floor (Which touches the floor first - the heel, toes, or maybe the midfoot?)
- shifting the weight of the body to the leg that is in front
- lifting the other leg off the floor, etc.

After a few steps, turn around and start walking the way back.

Try to walk like this for at least 5 minutes.

# HELPFUL LINKS

ENG video:

<https://tiny.pl/r1jk9>

<https://tiny.pl/r1jkw>

<https://tiny.pl/r1jkc>

Text and audio:

<https://jackkornfield.com/walking-meditation-2/>

Guide:

<https://liveanddare.com/walking-meditation/>

<https://www.insider.com/walking-meditation>

# CAREFUL EATING

You can do this meditation during a full meal, but also when you are reaching for a snack. You can try this while eating a peanut, a square of chocolate, a raisin, whatever.

## TAKE YOUR TIME TO FOCUS ON EATING ONLY

Create a space dedicated solely to the act of eating a meal. Put down the phone, turn off the TV, turn off the music. Give yourself some peace of mind at this point. You deserve it.

## BE PRESENT

Is your goal just to fill your stomach? No, it is a complete eating experience. From placing a meal on your plate, to slicing it, putting it in your mouth, to chewing and swallowing every bite - be there. See what it looks like, smell it, relish it before you eat it, and enjoy it in the process. If thoughts about another topic arise in your head, let them ring out and go away.

## EXPRESS YOUR GRATITUDE AND LOVE

Think about how much effort it took for both nature and other people to deliver this food to your table. We don't think about it every day, but the fact that the Earth has produced these crops for you is worthy of your respect, even admiration. Someone looked after these plants, worked with them. Someone prepared this meal with love for you, if it was yourself be grateful to you.



## AWAKE THE SENSES

See what your food looks like. Maybe it's worth to serve the dish nicely? Experience how it smells. Listen to it crunch. Feel what texture it has. And... taste it. Pay attention to the sensory responses. What is this meal like? It's not that you have to admire it, because maybe you don't really like it. This is also information from you to yourself.

## NOTICE WHAT YOU FEEL

Focus on the sensations coming from your body. How does your belly react to the food it receives? Is it heavy, light, is he eager to have another bite, or maybe you feel like eating this dish is an uphill battle? What is your appetite today? Are you still hungry, want some more, maybe a dessert, or maybe you prefer to take a break or perhaps get up from the table already? Accept whatever it is - these are the guidelines for the future. It's not that you should be ecstatic at the sight of your dinner plate, but your body will certainly have an opinion about it. Follow it.

# CONSCIOUS BATH CONSCIOUS SHOWER

Regardless of whether you prefer a relaxing bathtub full of foam or short refreshing showers, you can do this mindfully. If by now your mind used to be present only until the point where you set the ideal water temperature, and then it was fleeing to create variety of distant scenarios - try these few methods.

## SET THE RIGHT WATER TEMPERATURE BEFORE YOU ENTER THE SHOWER

Thanks to this, you will focus precisely on the other sensations and not turn off when your mind has already done its most important task [of regulating water temperature].

## FEEL A WAVE OF PLEASURE AS HOT WATER WASHES OVER YOU

Slowly immerse your body part focusing on the sensation of touch and warmth. Feel the water washing over your skin, you can observe the water droplets dancing as they run over You.

## CAPTURE THE FRAGRANCE OF SHOWER GEL, SOAP OR SHAMPOO

Wake up another one of your senses. Feel the fragrance in the bathroom. Assess whether it is refreshing or soothing, what specific smells can you notice.



## LISTEN TO THE SOUND OF THE WATER

Whether you are showering or bathing, listen to the sound of the water. Is it intense and loud? Or maybe gentle and silent? How does it change when your body comes into contact with water?

## REMEMBER ABOUT THE MIND THAT ESCAPES WHEN YOU IMAGINE CONVERSATIONS THAT HAVE NOT HAPPENED

If you feel that your mind is obstinately fleeing into the future, that it creates scenarios for the next day, try to bring it back by using your other senses and focus on them.

## CONTROL THE AMOUNT OF WATER YOU USE

Aware bathing is not involuntarily pouring water for an hour. You can practice mindfulness while showering, which lasts exactly as long as it always does. It's about being here and now, not the time you spend on it.

# MEDITATION OF GRATITUDE

Did you know that you can train the feeling of happiness in life? One very helpful tactic to achieve this is a daily practice of gratitude meditation.

What is gratitude? It's noticing the good that happens to us in life and realizing how much we already have. We can be grateful, for example for:

- what happened to us in the past, e.g. we managed to finish our studies, visit a place that we dreamed of seeing;
- what is happening to us now, e.g. we found time for ourselves, we drink hot cup of tea, good coffee, we have a tasty meal;
- our body, for example, for having beautiful hair, nice legs; find at least one quality in yourself for which you are really grateful;
- friends, family, and even people who wanted to harm us, but made us stronger;

The practice of gratitude is one of the easiest exercises to help you quickly change your state of consciousness. It is then that we experience an abundance of life and a natural sense of fulfillment.

### People who express gratitude:

- *they are happier*
- *they have more energy*
- *they are more helpful*
- *they forgive more willingly*
- *they feel positive emotions more often*
- *they have a less materialistic approach*



### PROTIP

It is a very good practice to have an everyday journal in which we write down what we are grateful for on a given day.

With the practice of gratitude, we become more and more creative so that the reasons for happiness and gratitude come easily to our minds.



If starting is difficult for you, you can use these questions:

1. Think about the 3 things you like the most about your appearance.
2. What are your best character traits?
3. Think about a situation where someone made you feel good about yourself.
4. Think about a situation where you have done something nice for someone.
5. What do you value the most in your life and why?
6. Think about the happiest moment of your life so far.
7. What are your greatest achievements?
8. What are your talents?
9. When do you feel most self-confident?
10. Who inspires you the most? Why?
11. What activity can you repeat every day to please yourself?
12. Think about a moment when you were proud of yourself?
13. What motivates you to success?
14. What is your greatest strength?

# RELAXATION MEDITATION

## JACOBSON METHOD OF RELAXATION

Jacobson's relaxation method is a series of very simple exercises designed to relax your muscles. The body is very closely related to the mind, so by relaxing the body, the mind can become relaxed. If you have a relaxed body, you cannot stress at the same time. To stress yourself, you need to tighten your muscles.

Relaxing your body calms your mind.

Jacobson's relaxation makes things even easier. It consists of exercises meant to tighten certain muscles, e.g. hands, and then relax them. By deliberate muscle tensing it becomes easier to feel the muscles and then relax them. As you tighten them again, you can loosen them up even more. Sometimes we try strenuous relaxation and then we observe the opposite effect. In this method of relaxation, we do something different- firstly we tighten muscles, to feel them, then and we try to make them a bit fatigue. Only then we relax them. In this way, we go through the whole body muscle by muscle, which results in very deep relaxation.

How to perform this relaxation step by step:

- *Find a quiet, peaceful place.*
- *Lie down comfortably, take a few deep breaths through your nose and slowly exhale through your mouth.*
- *You can contract the muscles of one limb and then move on to the other or you can contract the muscles of both sides at once. Try both and see in which way allows you to better concentrate on your body.*
- *Contract your muscles for about 5 seconds, then relax them for about 10 seconds. Repeat this action 2-3 times for each part of the body.*
- *Start with the hands, forearms, arms, then move to the feet and work your way up the body, through the lower legs, thighs, buttocks, stomach, up to the neck.*
- *Carefully observe the contraction and relaxation of the muscles. Don't judge, don't think about changing, training muscle strength, nothing like that. Be only an observer, a careful examiner of your body.*

## HELPFUL VIDEOS

<https://tiny.pl/rsln4>

<https://tiny.pl/rsln5>

<https://tiny.pl/rslnj>



# BODY RELAXATION BY THE SCHULTZ METHOD

In Schultz relaxation method, you focus on the feeling of warmth and heaviness in different parts of your body and use auto-suggestion. You don't move your body, relaxation comes by working with your mind and paying attention to it.

## Tips for conducting training without recordings:

If you are sitting, sit with your spine straight and place your hands on your thighs or the armrests of a chair. Relax your shoulders. If you are lying down, lie on your back with your feet hip-width apart and your hands relaxed beside you. Give some of your weight to the floor underneath you.

Direct your attention to the face and head. Relax the muscles around the eyes, cheeks and lips. Your head grows heavier and relaxed. Direct your attention to the nape of your neck, relax it, feel the muscles in your neck and nape fall freely downwards.

Inhale and as you exhale, direct your attention to your left hand. Feel it becoming heavier and more relaxed. Let it fall freely. In your mind, say to yourself, "My left hand is getting heavier and heavier." After all, you can't pick it up. Feel the warmth of that hand now. Feel it as it flows from your left arm down your forearm and into your hand. Your left arm feels heavy and relaxed.

Repeat for the right arm, then for the torso, left leg, and finally right leg.

Feel your whole body. You should feel a pleasant feeling of heaviness and warmth as you are in a state of deep relaxation. Your whole body regenerates and returns to harmony. Stay in this state for a while.

## Guided meditations - recordings



<https://tiny.pl/rsln2>

<https://tiny.pl/rsln8>

<https://tiny.pl/rsln6>

Yoga, especially hatha yoga, is one of the most effective methods of working with the body and mind. The word yoga in sanskrit means "yoke", "merging", "uniting" in the instant "here and now" of the three levels of our being - body, breath and mind - into unity. It allows you to gain knowledge through direct experience and feeling.

Yoga can not only be practiced but it can also become a way of being and living.

By definition, yoga is to **stop consciousness from shaking.**

Mindful yoga consists of body postures, gentle sequences called asanas. They stretch and strengthen the body. It is done slowly, maintaining mindfulness of the body and mind. By doing mindful yoga, we teach our mind to consciously integrate with the various parts of the body.

We practice mindful yoga with the same attitude and intention that accompany us when performing a body scan or sitting meditation. Our personal intention allows us to structure and characterize our efforts to practice mindful yoga in our daily lives.

The practice of mindful yoga is done with self-care, kindness, openness, fresh mind, acceptance, without forcing yourself to do anything. We learn to fully accept our body, to understand it, and to be grateful to it. We learn the limits of our body as well as its capabilities, respecting and appreciating them. Knowing your body's language and understanding what it says about your attitudes and feelings can help you change them just by adjusting your physical position.

Mindful yoga teaches us to strive for well-being, to sense calmness and harmony in feelings that come from our body and mind, no matter how our body feels at the given moment. Thanks to regular practice, we become observers of the sensations and feelings arriving to us from our body and mind, their condition and ideas, thanks to which we look at them from a different, often unknown to us before perspective.



# 20-MINUTE YOGA

## Examples

Full body yoga for stress and anxiety relief

<https://tiny.pl/r2ss1>

Morning yoga <https://tiny.pl/r2ssk>

Evening yoga <https://tiny.pl/r2ss2>

Dynamic yoga <https://tiny.pl/r2ss8>

Yoga <https://tiny.pl/r2ss6>



# YOGA AT THE DESK

Yoga is one of the different forms of meditation. It is also one of the best forms of activity to improve mood, as it combines the essential elements of our psychophysical system: body, breath and mind. Short breaks at work devoted to stretching exercises are enough to save our spines. Take advantage of the materials we have found for you and take the strain off the parts of the body that are most stressed when sitting.

Description of exercise:

<https://www.verywellfit.com/yoga-stretches-at-your-desk-3567200>

Recordings:

<https://tiny.pl/rvrq3>

<https://tiny.pl/rvrhx>

<https://tiny.pl/rvrxx>

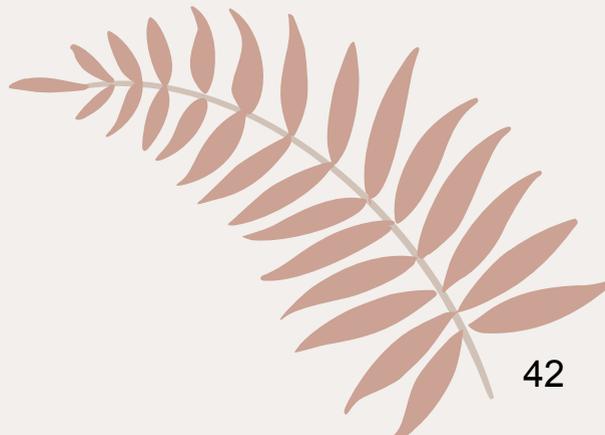


# YOGA FOR STRESS RELIEF

When you are under prolonged stress, your body produces excess adrenaline and cortisol. These are the so-called stress hormones, which in the course of evolution helped humans in life-threatening situations. Your blood pressure and glucose levels rise, the blood drains from your extremities and is concentrated around your heart brain; it stops your digestive processes.

Yoga is a good way to relieve tension and stress thanks to a combination of breathing, meditation and relaxation techniques -stretching asanas.

Yoga is therefore a comprehensive and holistic system. It allows you to work on yourself at all levels: body, mind and spirit. In the West, the theory of stress is probably the only concept that embraces human holistically. It assumes that the body influences the mind as much as the mind influences the body.



We have prepared a few links for you, under which you will find short anti-stress yoga practices.

<https://tiny.pl/rvrxj>

<https://tiny.pl/rvrxn>

<https://tiny.pl/rvrx2>

<https://tiny.pl/rvrxv>

And for people who have problems with snacking when they are excessively stressed:

<https://tiny.pl/rvrxz>



# ASANAS THAT HAVE MOST RELAXING EFFECT



The camel pose,  
Ustrasana



Bridge pose,  
Setu Bandhasana



Bound angle pose,  
Baddha Konasana



Forward bend pose,  
w siadzie, Paschimottasana



Staff pose,  
Dandasana



Extended triangle pose,  
Utthita Trikonasana



Cat pose,  
Marjariasana



Child's pose,  
Balasana



Archer pose,  
Dhanurasana



Corpse pose,  
Savasana

# MEDITATION FOR EMOTIONS

## BY DAVID HAWKINS

Sometimes there comes a day when difficult emotions arise. It also happens that we stifle feelings that relate to a past events, or we react schematically following created ourselves patterns of behavior that raised from our painful experiences. By accepting and relying on the energy of emotions, we can free ourselves from it. This meditation should be practiced as often as possible, especially when we have occasional difficult emotions. Over time, we can free ourselves from the habitual response to emerging emotions.

We encourage you to make this attempt with support of for example the following videos from the links below:

<https://youtu.be/9AtnoEMzzqk>

<https://youtu.be/nRrTvdzT7aE>

<https://youtu.be/Y1UFVoRfiek>

# S.T.O.P. QUICK RESTORATION OF CONCENTRATION

This training helps you regain concentration, as well as create at least a moment of space to breathe and be with yourself. It is based on four simple steps, in line with the acronym STOP.

**Stop** (stop)

**Take a breath** (take a slow deep breath)

**Observe** (observe what is happening around you and also in your thoughts)

**Proceed** (continue your day in a state of awareness)



**S** - stop doing what you do for a minute, pause, become aware of your presence

**T** - take a few slow deep breaths. Gently direct your attention to your breath. Try to breathe naturally, try not to change your breathing pattern, just observe it. Your breath can act as an anchor for you to return to the present, your "now".

**O** - observe what is happening "inside of you" without trying to change anything. Ask yourself the following questions:

What am I thinking about now?

What am I telling myself?

Now pay attention to your feelings and emotions that accompany you. Ask yourself what you are feeling right now, e.g. are you sad, angry, happy, grateful, or maybe you don't have any stronger feelings at the moment?

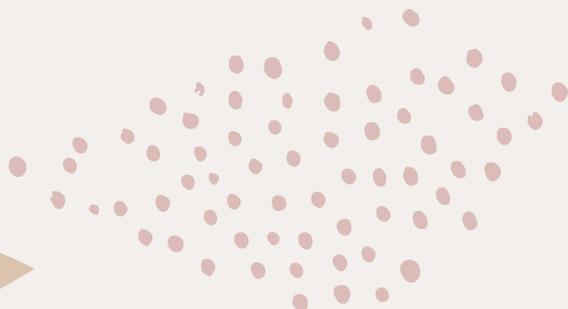
Now turn your attention to your body. Observe exactly what you feel in your body, e.g. do you feel heaviness or lightness, do you feel cold or warm?

**P** - proceed the day with this newly gained feeling of awareness. You are now out of the box, out of automatism and in this moment, you can make conscious decisions about what to do next on this day.

# MEDITATION OF FORGIVENESS AND COMPASSION

Imagine a person you love but a difficult emotion has arisen between the two of you. Come back to this exercise on another day and focus firstly on someone you don't know, then on someone with whom you are not on good terms. The more you practice, the easier it will be to recall difficult events in your mind, where forgiveness and compassion will help you release the tension and allow you reflect on your response to the situation, rather than having an automated response.

In training, we rely on the awareness that everyone has a right to weakness, and we also have it.



Sit / lie down comfortably. Take a few deep breaths and imagine the person you love (friend, boyfriend, girlfriend, parents, siblings etc.). Imagine different difficult situations and repeat to yourself:

- *This person wants to be happy just like me.*
- *This person loves his family and wants to spend time with it just like I do.*
- *This person sometimes speaks before thinking, as I do.*
- *This person procrastinates sometimes, as I do.*
- *This person felt worthless or inadequate, just like me.*
- *This person would like to be free from pain and suffering just like me.*
- *This person is only a human, just like me.*



# AFFIRMATIONS

Affirmations are positive statements that help you reprogram your mind and way of thinking to be more supportive. Instead of thinking negatively about yourself, for example, "I cannot do anything right", you can change that thought in your head to "I believe in myself and support myself in pursuing my goal."

There is a belief that our words and thoughts encode energy in our subconscious that will then influence our relationship towards the world and as a consequence, based on feedback mechanism-also the relationship of the world to us.

If we believe in the hostility of the world, we block positive energies, happy coincidences. Our resentment and suspicion do not allow us to feel peoples' kindness. This is how the vicious circle begins: the worse we think - about ourselves, others and life - the more difficult it is for us to notice good opportunities, believe that "we are worthy of them", the more distrustful we are towards people who are kind to us. We reject their help, thinking that they are certainly driven by the wrong motives, and consequently we realize that nothing good will happen to us. Like a magnet, we begin to attract bad energies and unfavorable situations. We do not defend ourselves against them, because "we are unlucky"!

Affirmations and visualization are powerful habits that strongly support positive life changes.

Is it so? What is the harm to try? Why not to help happiness and "reprogram" yourself to attract good events?

### **What to do for the affirmations to be effective?**

1. They must be spoken **in the first person (me)** and in the present tense. Instead of "I will start to believe in myself soon," say to yourself, "I believe in myself."

2. Say affirmations aloud, **speak while looking in the mirror, write** them down many times a day, write them on cards and **stick them in visible places** in your apartment. Record them or **listen** to pre-made recordings with affirmations read out loud by a narrator whose voice suits you.

3. Find out how you feel in your body when you say or listen to affirmations. If your body is tense and you feel pressure - it is a sign that you are resisting them and the affirmations will not work on you. If you feel that your body and mind are relaxing, if you enjoy repeating and listening to affirmations - it means they are working.

4. Sometimes it helps to add **gradations** of affirmation and increase it more and more each day. It also works fine to say "I open myself up to having more belief in me."

5. Use one affirmation for three to seven days or until it becomes one with your awareness.

6. A good time to use affirmations is **right before bed or after waking up**, especially when you are depressed. As you write or listen to affirmations, relax and breathe deeply, calmly. When you move into a state of calm, the affirmations you say will work more effectively. You will become more open and receptive to their message.

7. Use affirmations **consciously**. The act of writing or saying an affirmation must be a deliberate act, not a mechanical one. If you rewrite affirmations while thinking about something else entirely, the only thing that improves is your handwriting.

8. If you write a positive affirmation that you absolutely do not believe in, your mind will immediately tell you what you really think about it. Don't worry about them being negative thoughts. Realizing them is the first step to solving your problem.

If you write, "I deserve a prosperous life" ... and your immediate thought is: "Wrong!", replace it with the affirmation: "It's true that I deserve a prosperous life."

Replace the negative thought: "Money comes to me with great effort" with a positive affirmation: "I find that money always comes easily to me."

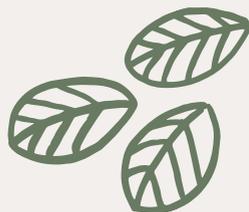
## First steps

1. You have to make a decision that you want changes in your life.

"I want to change."

"I want to let go of old, negative beliefs."

These are two affirmations that will allow you to open up the space for creating well-being.



2. Stop complaining that you don't want something. Convert negative affirmations to positive ones:

I don't want to be fat. - I am slim.

I don't want to be poor. - I'm rich.

I don't want this relationship. - I'm in a wonderful new relationship.

I don't want to be unhappy. - I am joyful, happy and free.

I don't want to be sick. - I am completely healthy.

No one likes me. - I like myself, that's why others like me.

3. Love yourself. You will not achieve your goal if you do not accept yourself. Stop constantly blaming and criticizing yourself. Once you accept yourself, you will mark a milestone towards a positive change.

"I love and accept myself as I am."

This affirmation is the key to your happiness.

4. Don't complain. For example, every time your friends ask, "How are you?", Reply, "Getting better!" As soon as you wake up, before you get out of bed, smile and repeat few times with conviction:

"Each day I feel better, better and better in every way".

5. Be patient. If for years you have believed and reassured yourself of negative beliefs, don't expect the changes to come instantly. But the time when they appear- it is entirely up to you.

# AFFIRMATIONS FOR SUCCESS

*I give myself permission to have what I want, my creative attitude leads me to my goal;*

*I give myself the right to success in life;*

*I know exactly what to do to get the results I want;*

*I see and follow the path of success in my life;*

*I am good enough the way I am;*

*I don't have to be perfect; it is enough for me to be myself;*

*I just want the best solution, and it is happening;*

*I achieve everything I dream about;*

*I easily get up early in the morning every day;*

*I easily focus on a goal that is important to me;*

# AFFIRMATIONS OF SELF CONFIDENCE AND LOVE

Sometimes it's hard to say "I love you" to ourselves, especially if we have low self-esteem. Fortunately, it's never too late to accept and love yourself. The power of the subconscious mind is enormous, and we can program it by, inter alia, affirmations or visualizations. If you are searching for love from others, the first step in opening yourself up to it is to love yourself.

*I am a confident and valuable person,*

*I am unique - I work and change. I'm getting better;*

*My conscious notices me - helps me in everyday life;*

*I love and respect myself - I keep improving;*

*I understand myself and my feelings - I am a friend to myself;*

*The process of advancing my self-esteem works perfectly - I become more confident every day;*

*Self-confidence is a natural state of my body and mind;*

*I am thankful for self-confidence - I am a valuable person;*

*I have the right to simple, easy and enjoyable life with dignity, self-confidence and prosperity.*

*I believe in myself - I know my strengths;*

*I respect and appreciate myself;*

*I accept myself - I feel good about myself.*

*I am the love and I attract love.*

*I open myself to the experience of immeasurable love.*

*I see love wherever I go.*

*I see love in everyone I meet.*

*I am loved and appreciated.*

*I know that I am loved and that I can love others.*

*Love is my natural state.*

*Everything I experience is pure love.*

*Wherever I am, I experience love and understanding.*

*I allow myself to experience the miracle of love and show it to every person I meet on my way.*

*Every person turns to me with love.*

*I am the pure love, light, truth and peace.*

# AFFIRMATIONS FOR GOOD INTER-HUMAN RELATIONS

- Deep healthy relationships with people are safe and natural for me;*
- Other people like and respect me when I am myself;*
- I am safe when I agree with others and when I decline;*
- I am safe, innocent and do right by others when I am myself and pursue my goals;*
- I am safe, innocent and deserving acceptance when I set myself limits, when I decide for myself;*
- I am precious and valuable, so I allow myself to be impartial towards myself and others;*
- I am praised and admired because I appreciate myself and admire what I know and do;*
- I am worthy of healthy, deep relationships with people, and I am safe and free with it;*
- I am loved for who I am;*
- I am open to work in conditions that are perfect for me, with people that are perfect for me;*
- I am respected, accepted and liked by others when I am myself and pursue my goals;*
- I am completely safe when I trust myself and other people;*
- I am free from the habit of aligning with other people's energies, I am acting based on my own pure essence;*
- I have the right to be happy no matter what other people wish for me;*

# LISTENING CAREFULLY

## HOW TO BE A GOOD LISTENER?

To begin with, ask yourself: How often do you feel that you are truly being listened to? How often do you really listen carefully to others? (Be honest with yourself.)

We know that we are in the presence of a good listener when we perceive that there is this pleasant feeling of being really listened to. We cannot force anyone to listen to us, but we can improve our own listening skills and perhaps inspire others to do so.

Good listening means listening carefully. Like mindfulness, listening is a combination of intention and attention. The intention is to have a sincere interest in the other person - their experiences, views, feelings and needs. The attention is to be present and open to the reception of the other person's words, even if they do not coincide with our own beliefs.

Paradoxically, being a good listener requires the ability to listen to yourself. If you can't recognize your own beliefs and opinions, needs and fears, you won't have enough inner space to truly hear anybody. Self-awareness is therefore the basis for careful listening.

## TIPS

- *Focus on yourself, "How am I feeling right now? Is there anything that prevents me from being present to the other person?"*
- *Feel your own presence, and then extend it to another person with the intention of listening to them completely and openly, with interest, empathy, and mindfulness.*
- *Silently notice your own reactions as they arise: thoughts, feelings, judgments, memories. Then return to giving your interlocutor full attention.*
- *Paraphrase and summarize what your interlocutor is saying. Help him/her feel heard.*
- *Use friendly, open-ended questions to clear up something you didn't understand. Admit that you understand the other person's point of view before expressing your own views, feelings, or requests. Remember that admitting this does not necessarily mean agreeing with the other person's claims.*



# DOODLING

What is doodling? It is the creation of intuitive drawings. Do you remember school times? How many of your margins were devoted to drawings? Will we surprise you if we say that each of us can draw, regardless of whether we have talent or not? Everyone has their own individual style. Do you have the courage to discover it? You must have scribbled on the sidelines at school, college, or during a phone call and you had a great time doing it. So why don't you do it on a daily basis with full deliberation and awareness?

The influence of drawing on the level of happiness and memory efficiency is being actively studied. For example, there was a study published in 2020 in which students drew mandalas. The results were surprising - they became happier. (Liu C et al., 2020).

Do you know what Artetherapy is? It is a type of psychotherapy that uses different fields of art. Creative process has a therapeutic effect itself, you don't need a talent for it. Artistic expression causes a feeling of liberation and catharsis. At some point, when we work intensively and with commitment on our drawing, our inner emotional blockages "break", releasing finally the accumulated emotions. The fears disappear and the tension is reduced.



Free, intuitive tracing on paper can unlock deeply hidden memories and feelings behind the words and the rush of everyday life. Thanks to this, we get to know ourselves better, stay in the present moment, experience and relax. It becomes easier for us to control our frustration. Therefore, doodling fits perfectly into the mindfulness trend and can become a kind of meditation.

How to start? Take a plain sheet of paper, a notebook, and something to write - pen, fineliner, pencil. Start with the simplest shapes - dashes, dots, squares, circles. Then start putting these shapes together, it doesn't matter where on the page you start drawing. Do not wonder what is to become of the drawing. Don't give up if you think you are doing something wrong. Just try to "scribble" the page. Each technique is good, each line is part of a larger whole, even if you don't see it right now.

Do not be discouraged, focus on the drawing process itself and let yourself be carried away by your subconscious!

# BODYSCAN

You have probably heard the "bodyscan" slogan more than once. So what is body scanning?

It is a type of meditation in which we look at each part of our body one by one and without expectation.

Usually, we do not focus on the sensations coming from the body and feeling of, for example, warmth, tingling in the body may be something new for us. We often pay attention to our body only when it becomes ill or when we feel a lot of pain.

However, if we have consciously penetrated into the healthy parts of our body, we would realize that there is also, always, something going on. These places are alive and we don't possess enough sensation to feel it. Through mindfulness meditation, we can improve that.

To properly carry out this exercise, find a calm and quiet place, sit or lie down in a comfortable position and close your eyes.

Focus on your breathing. Now take a slow deep breath through your nose. Is the air cold or warm?

Feel where the most air is accumulating in your lungs. Is it the top of the chest or maybe a little lower, near the diaphragm?



Now think about your position. Feel your own body weight. Which parts of it touch the floor, chair, bed the most? Do you feel any discomfort, tension?

Feel your muscles relaxing a little more with each slow exhale (inhale and exhale).

The most important thing in this exercise is to focus on the sensations in your body. If you are consumed by other thoughts for a moment, don't worry. Calmly turn your attention back to the body.

Focus on your feet now. Observe them with eyes of your imagination like a child that sees them for the first time. What are your feet feeling now: is it warmth, cold, pressure, maybe a tickle ... or maybe you feel nothing that you can clearly define? Just pay attention to your feet, from toes to heels. Don't try to influence your experiences - watch them.

Now shift your attention to the ankles ... the calves ... the shins ... Are the sensations in the left leg different from those in the right one?

Now feel your knees, take your time, try to notice all the sensation that arise from these parts of the body. Let yourself fully feel them.

Now the thighs .. Let them fall freely. Can you feel their weight?



You can imagine a spotlight that you are slowly pointing at each and specific parts of your body, just like a beam of light, slowly move your attention up your body, directing it towards your stomach.

If you fall into a pensive mood, it's perfectly normal. Just turn your attention back to your body.

Do you feel your belly rising and falling as you take your breaths? Imagine that with each subsequent exhalation, your belly fuses with the bed or the floor (inhale and exhale).

Now think about your spine. Is your back straight? Do you feel any tensions there?

Shift your attention to your chest. Feel how it inflates with each breath. How it becomes heavy and inert with the exhalation.

Try to feel your heartbeat for a moment.

Now the arms. Elbows. Forearms. Wrists. Hands. Are they cold or warm now? Feel your fingers in your hand. One by one, each one separately. Now feel them all together. Has anything changed in them upon the attention given to them?

Let's go back to the upper body. Your shoulders. Are they tense? Feel them beginning to sink as they release some of that tension with each exhale (inhale and exhale).

Now neck and nape. As you exhale, imagine your neck getting longer (inhale and exhale). Slowly shift your attention to the jaw.

Is it clenched or is droopy?

Focus on your nose. Feel the nostrils and the air as you inhale through them (inhale and exhale).

Shift attention to the eyelids. How heavy are they?

Now go up to temple and forehead. Feel the top of your head. Can you feel this one particular point on your head?

Now coat your entire body with your attention. Feel it all. Do you feel any residual tension in any part of it? If so, go back and observe the part for a little longer.

Now, take a very slow and deep breath (inhale). Open your eyes slowly with the exhale (exhale).

Can you say that you are feeling a little more relaxed now? Note that when you scan your body, you are not deliberately thinking about relaxing. You do not put physical effort into it. You are just focusing your attention on certain parts of your body and if you feel tension in any of them, your mere awareness and free breathing makes causes it to relax.

## Guided bodyscan meditations

<https://youtu.be/BBR0jQarrfA>

<https://youtu.be/n4F55PPwC-U>

<https://youtu.be/15q-N-kkrU>



# VISUALISATION

Visualization is a powerful tool in mindfulness. It is used for various purposes. Some people use it to put themselves into a state of deep relaxation to "recharge the battery", others to gain health benefits such as lower blood pressure and the level of stress hormones in the blood.

Yet another reason for using visualization may be to achieve professional or personal goals. For example, a manager may visualize himself becoming more confident in work-related situations that he finds uncomfortable for him, which leads to an increase in his assertiveness and self-esteem.

Other people look for a deeper awareness of themselves. They use guided visualizations to find a place within themselves where they can connect with their intuition. Through the images and sometimes the feelings or thoughts that appear to them while visualizing, they often find answers to the questions that they have faced.

We have prepared a few suggestions of visualizations for you:

a walk in the forest (ENG)

<https://tiny.pl/r8hp8>

River:

<https://youtu.be/Y4HUXuZ13v4>

for stress:

<https://youtu.be/Dq9odPtHbcg>

<https://youtu.be/cQwee-Y0TqE>

For self-confidence:

<https://youtu.be/ohaTSIjsKr4>

Na podstawie:

<https://psychcentral.com/.../guided-visualization-a-way...>

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# MINDFULNESS

Przewodnik po  
praktyce uważności