

# STEPPING OUT OF MY COMFORT ZONE WITH

**WriteHaus Asia**



# UNDERSTANDING MY COMFORT ZONE

## EXAMPLE

*We all have our own unique comfort zones.  
What's yours?*

### my strengths

- I am creative
- I can empathize with my friends easily during tough times
- I have a good sense of rhythm

### my areas of improvement

- I have a tendency to procrastinate
- I am a people pleaser
- I need more confidence

### how do i feel safe?

- Surrounding myself with good friends
- Having a private space for myself

### why do i feel stressed?

- I have a tendency to overthink things
- I get overwhelmed by loud noises and crowded spaces easily

### what challenges can i overcome?

- I can overcome my tendency to overthink things by learning to be more confident in myself
- I should learn to be more assertive with my boundaries



# UNDERSTANDING MY COMFORT ZONE

*We all have our own unique comfort zones.  
What's yours?*

my strengths

my areas of  
improvement

how do i feel safe?

why do i feel stressed?



what challenges can i overcome?



# EXAMINE YOUR ROUTINE

## EXAMPLE

*How's your routine like and how can you change it for the better?*

### MY ROUTINE

#### AM TO-DO LIST

- Make your bed
- 10 min meditation
- 5-10 mins stretch / walk / run
- Look through messages
- Make morning coffee
- Listen to upbeat music

#### PM TO-DO LIST

- Have a healthy lunch
- 10 min social media or news
- Desk cleaning / set up
- Review today's schedule
- Reply to emails
- Update task list for the day

### WHAT CAN I CHANGE?

#### AM TO-DO LIST

- Read three pages of a book
- 
- 
- 
- 
- 
- 

#### PM TO-DO LIST

- 
- 30 min walk after dinner
- 
- 
- 
- 
- 



# EXAMINE YOUR ROUTINE

*How's your routine like and how can you change it for the better?*

## MY ROUTINE

### AM TO-DO LIST

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### PM TO-DO LIST

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

---

## WHAT CAN I CHANGE?

### AM TO-DO LIST

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### PM TO-DO LIST

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



# PERSONAL REFLECTION

## EXAMPLE

*"Life isn't a matter of milestones, but of moments."  
- Rose Kennedy*

### My goals this week are...

- Go for a 3km run
- Spend one day out with friends
- Finish my deadlines for the week

### Three positive things in my week were...

I got to pet and feed the neighbourhood cat!

I had a fun day out with friends

I completed all my deadlines

### Three negative things in my week were...

It was raining heavily everyday

Felt very mentally exhausted on Wednesday

I slept late for two days straight

*How do you feel about what  
you've accomplished this week?*

I feel very proud of myself as I think back to the struggles I  
went through this week, and comparing it to what I've managed to  
accomplish. It makes me feel like despite the struggles I go through I  
can do it!

# PERSONAL REFLECTION

*"Life isn't a matter of milestones, but of moments."  
- Rose Kennedy*

**My goals this week are...**

**Three positive things in my week were...**

**Three negative things in my week were...**

*How do you feel about what  
you've accomplished this week?*

---

---

---

---

# DISENGAGE FROM BEING BUSY

EXAMPLE

*Challenge: Leave at least one day of your week free from work and mobile devices.*

*Hint: If you're busy on the weekdays with work or studies, pick a Saturday or Sunday to turn off the whole day!*

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

**Disengage day!**

Can go online for work purposes, but don't scroll your social media!!

SUNDAY

NOTES

Alternative activity : Read a book and exercise day. Go for the 3km run and catch up on the new book I had bought recently.



# DISENGAGE FROM BEING BUSY

*Challenge: Leave at least one day of your week  
free from work and mobile devices.*

*Hint: If you're busy on the weekdays with work or studies,  
pick a Saturday or Sunday to turn off the whole day!*

MONDAY	TUESDAY	WEDNESDAY
THURSDAY	FRIDAY	SATURDAY
SUNDAY	NOTES <hr/> <hr/> <hr/> <hr/>	

# MY BUCKET LIST

## EXAMPLE

*of things that I will do this year...*

You can review your bucket list every quarter of the year!

I WANT TO...

Write my own non-fictional book.

---

---

---

---

I will accomplish this by..

reading a few books and watching a few shows for inspiration. Also note down creative ideas on my phone or notebook and build the background, and story arcs.

I WANT TO...

Learn a new song on the guitar

I recently just bought.

---

---

---

---

I will accomplish this by..

practicing a few days a week on one of my favorite songs. (Pick an easy one!) Look at YouTube tutorials and covers and even ask my friend who plays guitar for advice

I WANT TO...

I want to overcome my fear of

heights.

---

---

---

---

I will accomplish this by..

planning to go skydiving by the end of the year.

# MY BUCKET LIST

*of things that I will do this year...*

You can review your bucket list every quarter of the year!

I WANT TO...

---

---

---

---

---

---

I will accomplish this by..

I WANT TO...

---

---

---

---

---

---

I will accomplish this by..

I WANT TO...

---

---

---

---

---

---

---

I will accomplish this by..