



Z B A A S S O C I A T E S

Accomplishing More By Doing Less

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Dyad

**What do you love
about your work?**

**What are some of your
biggest challenges?**



Listening

How was the attention training exercise?

What's most important to you, right now?

HELLO

my name is

47%

**Average time spent
mind-wandering**

70%

**Leaders report regularly
unable to be attentive in
meetings**

2%

**Regularly make time to
enhance personal
productivity**



Busy?



<LESS

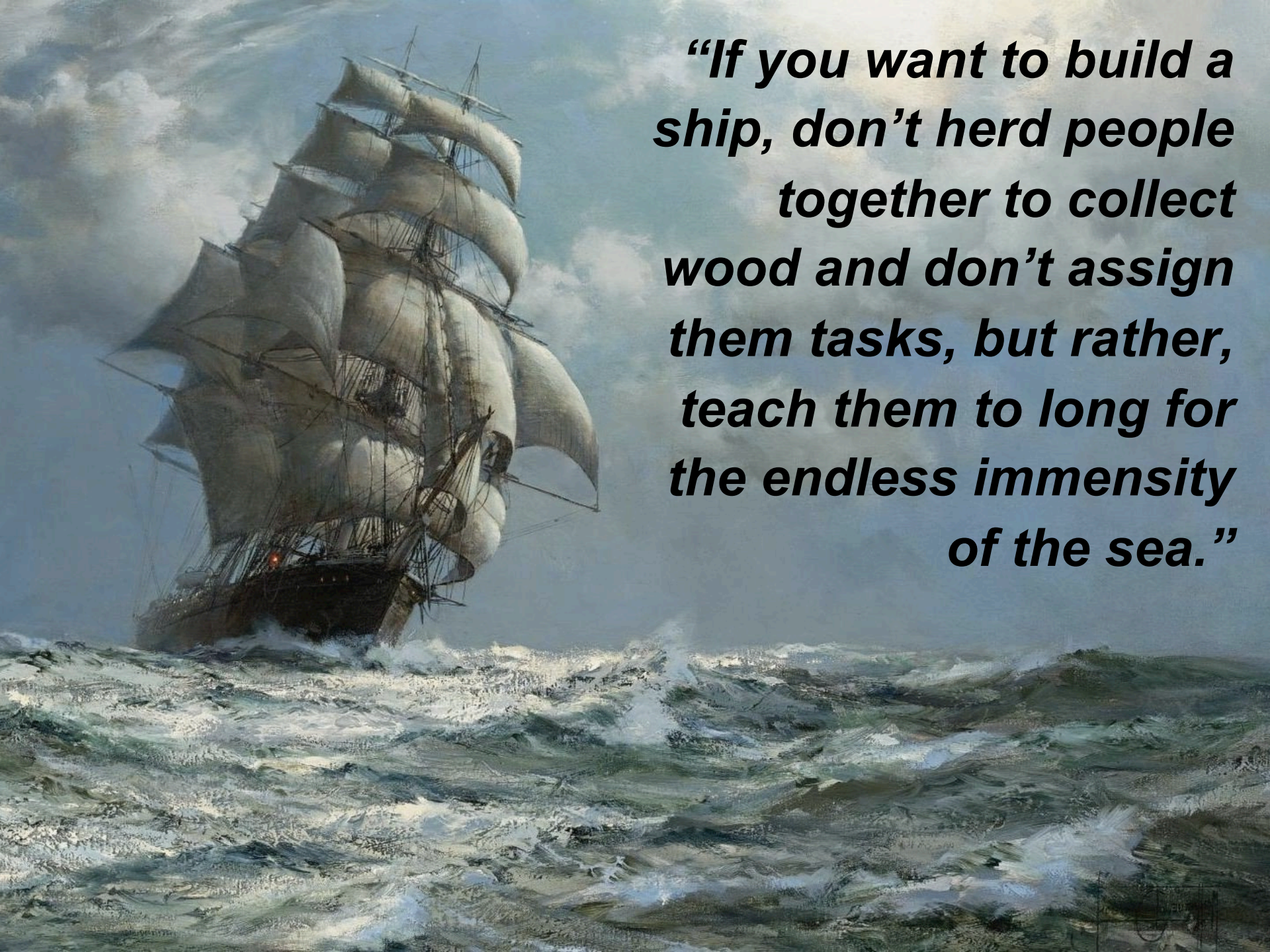
LESS

- **Fear**
- **Assumptions**
- **Distractions**
- **Resistance**
- **Busyness**

MORE>

MORE RESULTS & WELL BEING

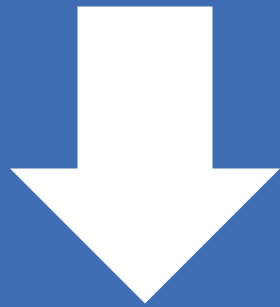
- **Focus**
- **Awareness**
- **Presence**
- **Spaciousness**
- **Trust**



“If you want to build a ship, don’t herd people together to collect wood and don’t assign them tasks, but rather, teach them to long for the endless immensity of the sea.”

How?

Autopilot



Aware



**Mindfulness:
“Being
Present”**

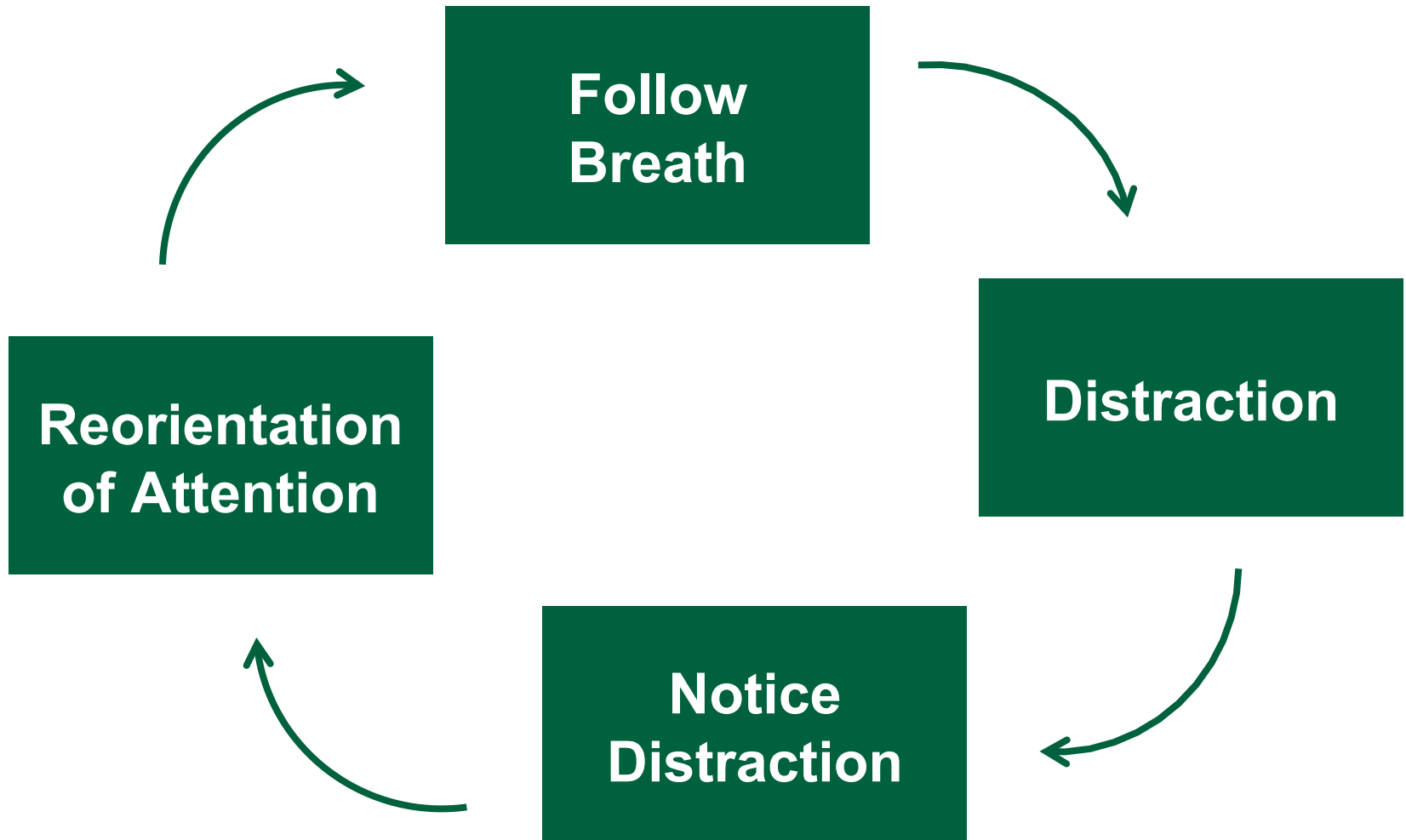


Simple:

Collect

Attention

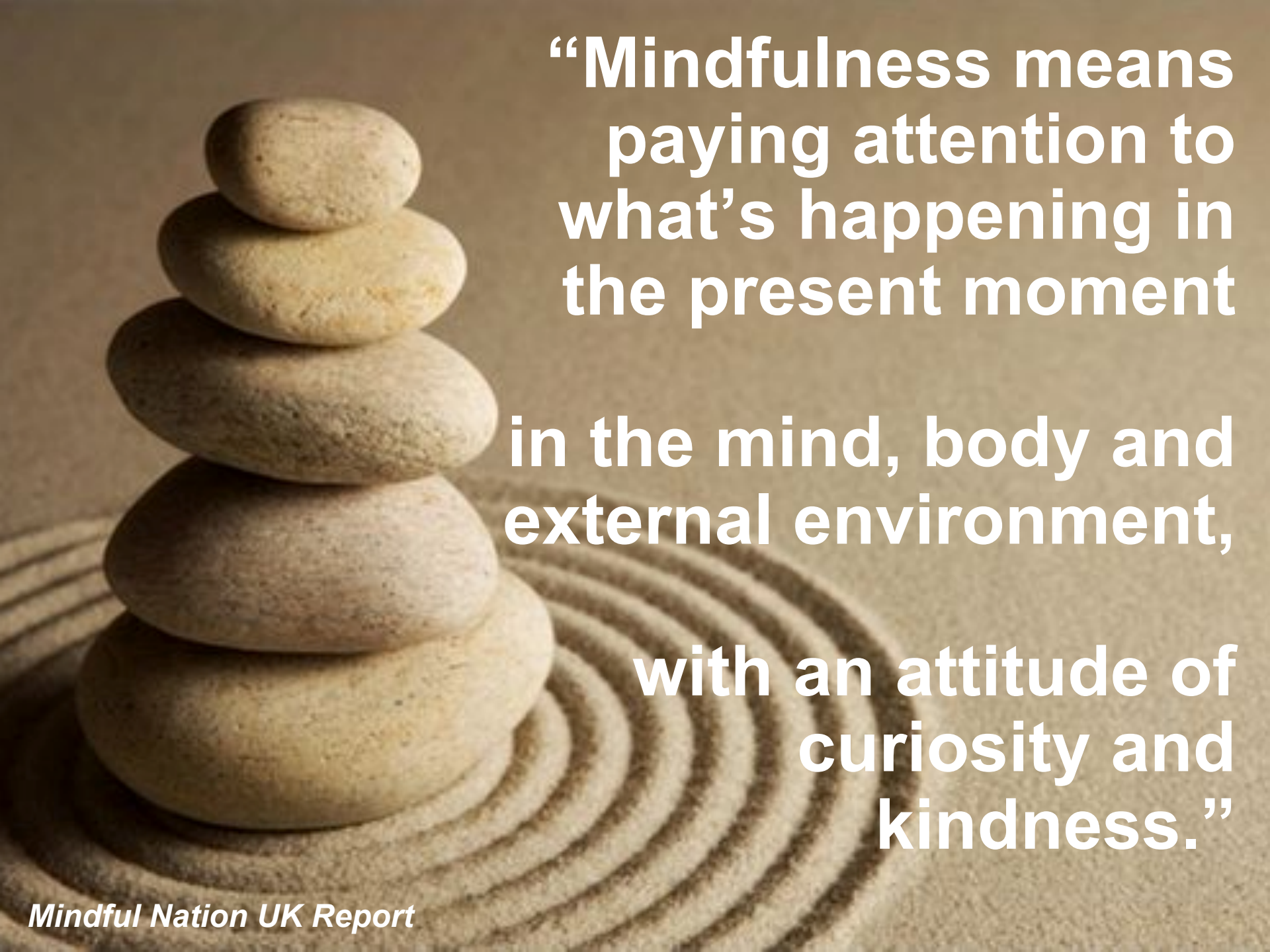
Focused Attention Process



Attention Training





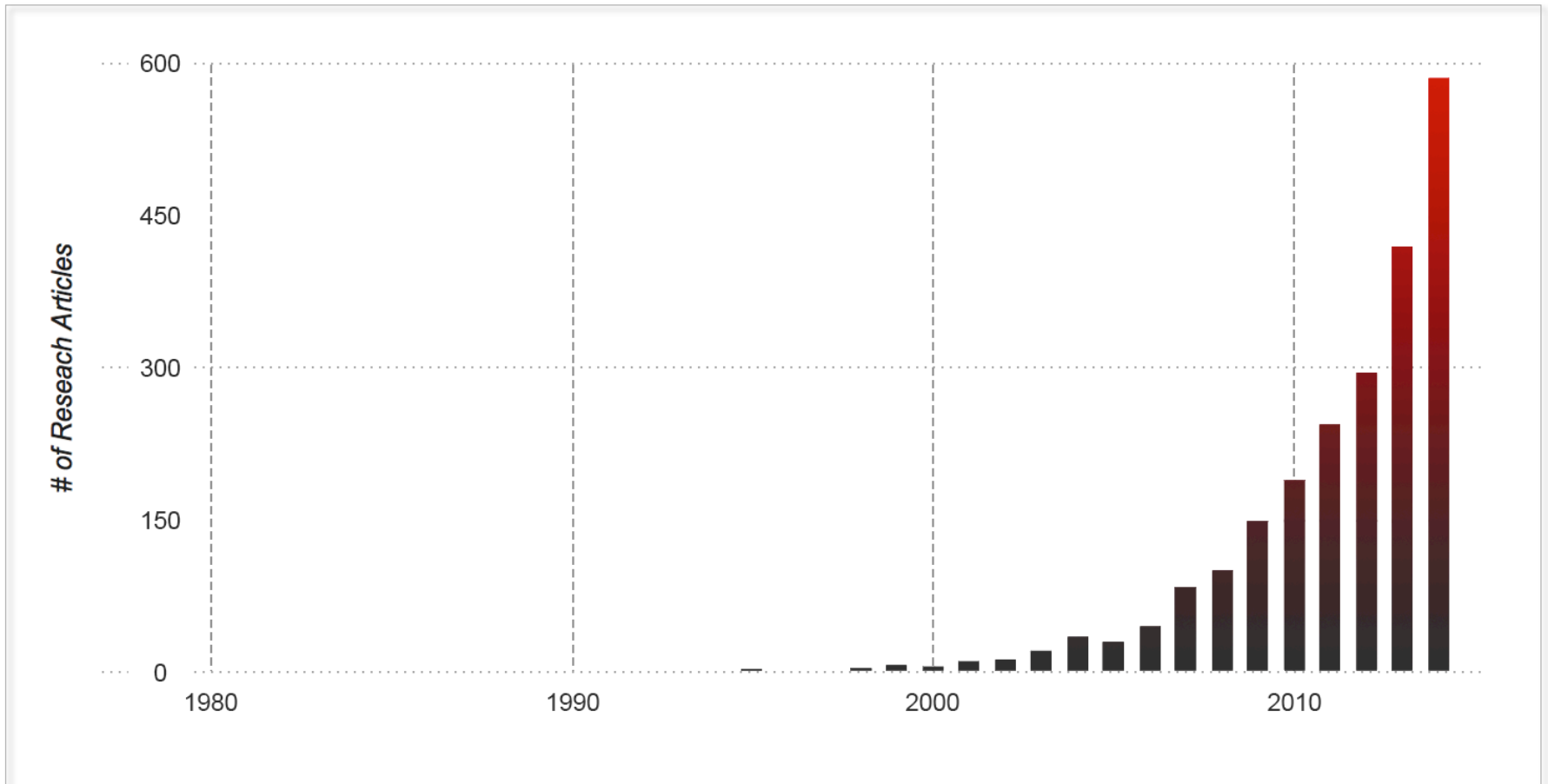
A stack of seven smooth, light-colored stones is balanced on a sand mandala. The stones are arranged in a vertical column, with the top stone being the smallest and the bottom stone being the largest. The sand mandala is composed of concentric circles drawn in the sand, creating a textured, circular pattern around the base of the stone stack. The background is a soft, out-of-focus landscape with warm, golden-brown tones.

**“Mindfulness means
paying attention to
what’s happening in
the present moment**

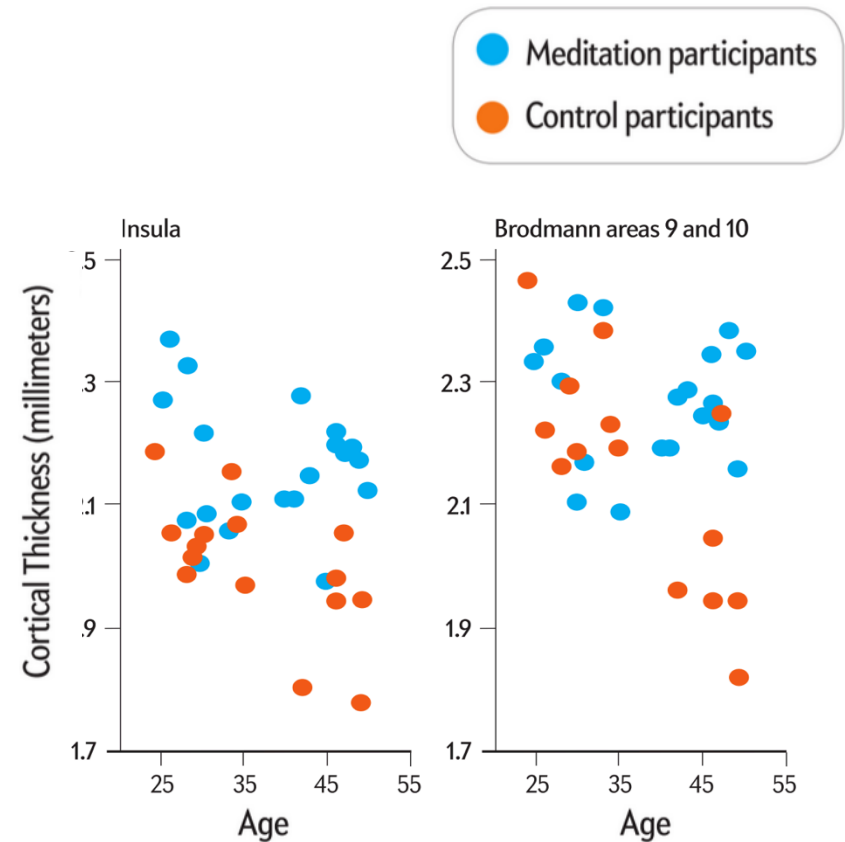
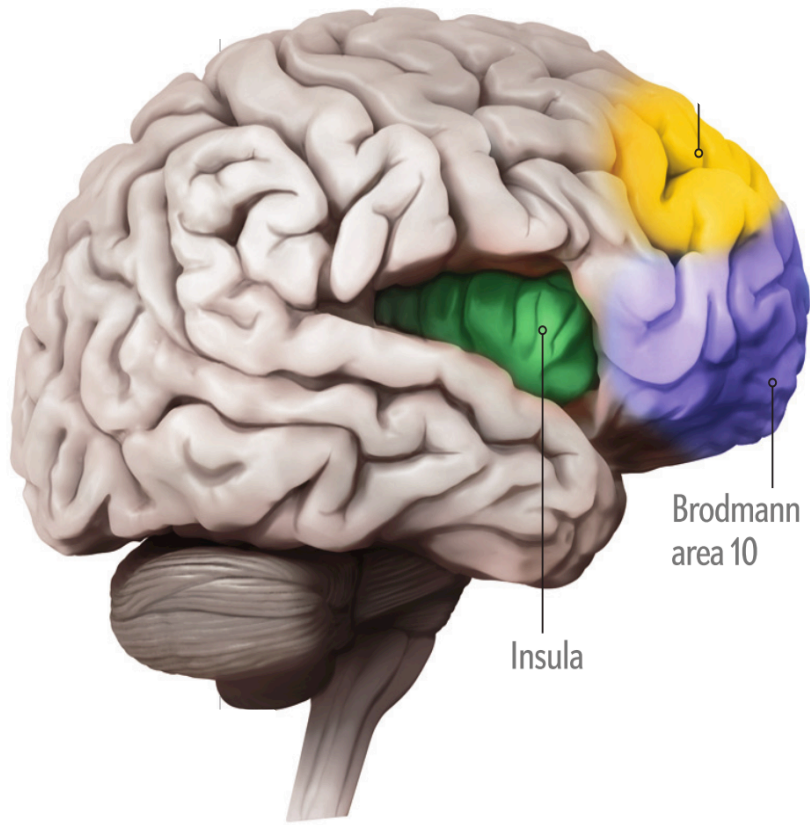
**in the mind, body and
external environment,**

**with an attitude of
curiosity and
kindness.”**

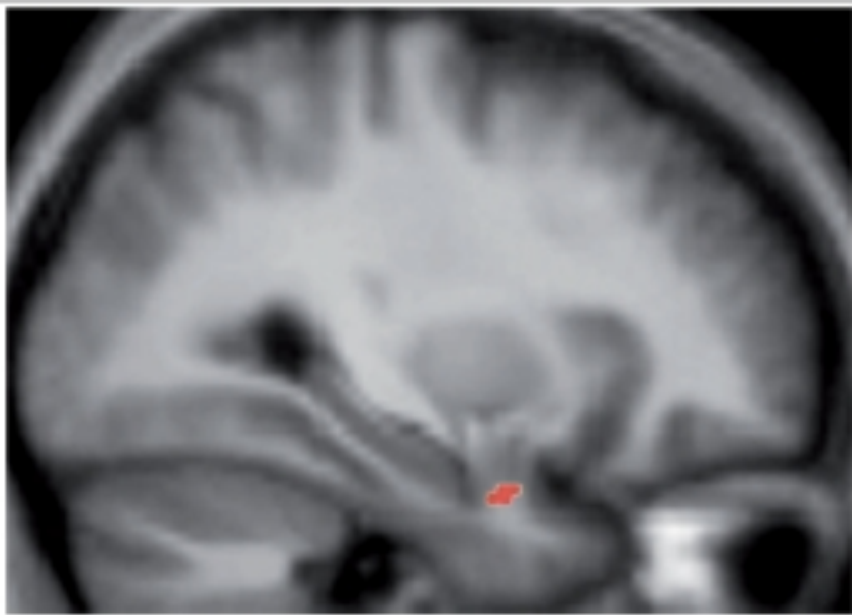
Mindfulness Research Publications (PubMed)



Neuroplasticity: Changes in cortical thickness

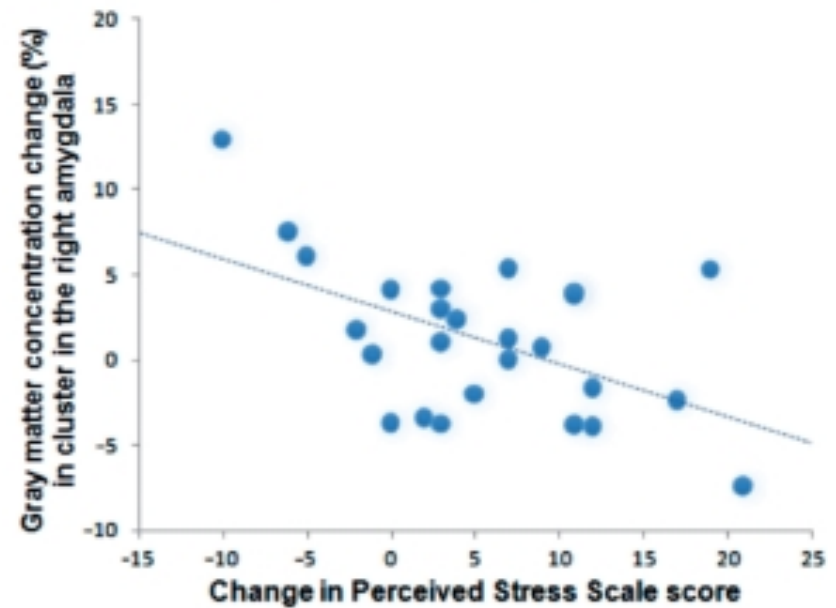


Mindfulness practice: Decreased stress and amygdala thickness



**Right basolateral amygdala
(side view)**

**Participants' decreased stress
correlated with grey matter change**



Meta-analysis:

Change in brain regions

- 1 Attentional Control**
- 2 Emotion Regulation**
- 3 Self-Awareness**



**In-the-moment:
“integrated”**



**At the gym:
“dedicated”**

Applications

1 Awareness of Breathing

2 Three Breaths Practice

1. Attention to breath

2. Relax Body

3. Ask: what's important now?

Creative Gaps

What's important?

Vision, Goals, Intentions

Resilience



Journaling

**What I most
want to
accomplish
is...**

**What gets in
my way is...**

**What most
supports me
is...**

Listening



Mindful Conversation

- **Accomplishing More By Doing Less: More of what? Less of what?**
- **How will you integrate and use these practices?**

Practices

- **Attention training: focus and perspective**
- **Listening**
- **Three breaths practice**
- **What's important? Really.**
- **Managing Creative Gaps**



Applications

- 1 Identify: Less of what?**
- 2 Identify: More of what?**
- 3 Effort and Letting Go**
- 4 Listening**

Summary

- **Busy is not effective**
- **Mindfulness is the movement from Autopilot to Aware**
- **Let go of what is extra**
- **Stay with creative gaps**

