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**CIRCLES:** Slowly circle your wrists and ankles, alternating with rotation and slight flexion. For your neck, move cautiously from right to left.

# **Enhance Your Day**

### breathe - communicate - move



**HIP STRETCH:** Place your right foot on the floor directly under your right knee. Place your left ankle over your right knee and flex your foot. Inhale and sit up tall to lengthen your lower back and, on the exhale slightly lean forward feeling a stretch in your left hip. Repeat on the other side.



**STRETCHING:** Clasp your hands together and raise them above your head, reaching tall and going from side to side. Then repeat the process from side to side with them out in front of you.



MASSAGE: Apply your choice of pressure to your neck, shoulders, ears, temples, feet, forearms, hands, whatever feels good.



SEATED SPINAL TWIST: Using your chair, sit up tall, put your hands on either the back of your chair or the arm rest and twist to each side.



**CAT/COW:** With feet on the floor and sitting with your hands on your knees, on the inhale, arch the back and look upwards. On the exhale, round the spine and let your head drop forward.



**CHILD's POSE:** Fold your head, relaxing the back of your neck over your knees with your hands clasped behind your legs or lightly dangling by your sides.



#### WRIST STRETCH:

Stand up and place your hands on your desk with your wrists facing the computer. Gently lean into your wrists with your palms as flat as possible.

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## **Breathing Exercises**

When doing these exercises, close your eyes, sit up tall, hands comfortably in your lap or on your knees.

- Inhale to a count of 3, pause, exhaling to a count of 3. Continuing on your own for a few more breaths, feeling your body releasing your thoughts.
- Focus points to choose from as you slowly inhale and exhale: between your eyes, gaze up, rotate your eyes around the hours on an imaginary clock

### **Communication – Listen to Understand**

1. Take time to ask simple questions to understand what is going on with the other person. If they seem upset, angry, irritated, or flustered, ask them what happened to trigger that emotion.

2. Take time to listen to the issue completely. Use simple phrases to keep the conversation going such as, "I see, and then what happened?" Avoid interrupting until they have expressed the situation fully.

3. Allow the other person to feel how they are feeling. Ask them how the situation made them feel. Many times, they will tell you what you already figured out from observing their mood. Now all you have to do is allow that emotion.

4. Have compassion for what the other person is going through. Ask if there is anything you can do to help.

5. Understand it has nothing to do with you and do not take it personally. By taking time to ask, listen, allow and have compassion, it is much easier to understand the other person.

6. Be there in the moment for them and be still because words aren't always necessary, the feeling of warmth and empathy will be shared.

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