

Stages of Meditation



1. Sit still and cross legs.

2. Breathe in and out slowly. Count to five as you inhale. Count to five as you exhale.

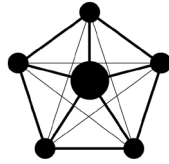
3. Close your eyes. Focus your attention on your breath.

4. Check in with your body. Reflect on anything you might be feeling. Start from the bottom up. Breathe into any part of your body that feels tense.

5. Clear your mind. Think of one thing, like a fire or waterfall. Focus on your breath.

6. Do this for 5-10 minutes. Open your eyes when you're ready to finish the practice.

Collaboration vs Cooperation vs Compromise

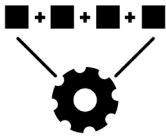


Collaboration

Trust
All needs are met.
Shared goals.

Collaboration & Cooperation

End result is better than if done alone.



Cooperation

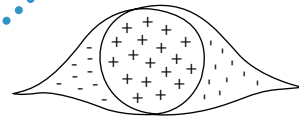
Short-Term
Respect
Helping someone meet their goals.

Collaboration & Compromise

Long-Term

ALL 3

Agreement



Compromise

Gives up what they want.
Both parties are equally happy and unhappy about the result.

Cooperation & Compromise

Negotiate



Risk Pyramid



SUMMIT

High Risk

Risk only what you're comfortable losing. You take risks that carry a lot of bad outcomes. The rewards are big.

PLATEAU

Medium Risk

Relatively safe risks with stable rewards. You take risks that carry some bad outcomes. The rewards are equal.

BASE

Low Risk

Foundation that supports medium and high-level risks. You take risks that don't carry a lot of bad outcomes. The rewards are small.

Tips to Improve Decision-Making



Plan:

make a plan when faced with a decision; find resources to help gather relevant data



Advice:

get advice from an expert; help with confidence

Perspective:

know which are small and big decisions; devote more time on the bigger decisions; helps with flexibility and compromise



Time Management:

set time limits and deadlines



Limitations:

limit the number of choices; it's easier to decide between chocolate or vanilla ice cream than it is to decide between 25 different flavors

Judgment:

pros and cons of each choice



Rest:

sleep on it; take a break; come back to it with fresh eyes



Coping Skills: Self-Talk

Self-talk is a coping skill that allows you to listen to your inner voice. This inner voice can be positive or negative. It's important to maintain a positive inner voice. Below are steps to help understand and steer your self-talk into a positive direction.

1. Listen to your inner voice.

**"You are a nice person."
"You're not a very nice person."**

2. Is your inner voice helping you?

**"I feel good about being nice."
"Not being nice makes me sad."**

3. How can you change your inner voice to make you feel better?

**"I can do one nice thing for someone every day."
"I do nice things for people; therefore, I must be a nice person."**

Bloom's Digital Taxonomy



Activities with Digital Tools



Source: Arizona State University (Infographic by Ron Carranza)

Link: teachonline.asu.edu/2016/05/integrating-technology-blooms-taxonomy/