

Release & Restore Workshop Workbook

With Joanne Young Elliott

What this workshop is about:

Gaining clarity and tranquility. By unsubscribing to those people and things that no longer serve you, you can begin to hear yourself again.

What would you like to get out of this workshop?

How do you feel now about your life? Overwhelmed? Want clarity? Something else?

How would you like to feel in and about your life?

By the end of it, you'll have an action plan to continue the process.

Your Email Inbox

I want you to either imagine your email inbox right now or better yet, pull it up. How many unread emails are in it? Make note of the categories you have.

For example: News, stores, restaurants, teachers/coaches/healers, friends/family, work, etc. Just take note of all the different types of organizations and people who you've allowed into your world by subscribing to their lists. That's a lot of noise.

Now the process I used was to go through a couple of months worth of emails to make sure I wasn't missing a live one and then I deleted everything.

Every day you're going to check your email and each email that comes you're going to unsubscribe. If it's something you don't want don't think you want to unsubscribe forever from, you can create a folder in your email and after unsubscribing, put that email into that folder so in a few months you can resubscribe if you want to.

Unsubscribe Tip: Do not use your email provider's unsubscribe button at the bottom of emails. That one doesn't always work. Go to the footer of the email and you should see either "unsubscribe" or "manage your subscriptions" in that area.

Smart Phone

Look at your phone right now. How many apps do you have on it?

Do you need them all? Write down no more than 10 that you absolutely need. These can be things like your texting app, other communications apps you use regularly to stay in touch with family or work, calendar. Try to stick to the necessities.

Choose one app right now that you can delete. I'm sure there's at least one that you haven't used in ages. Uninstall.

Stuff and Things

I am not a minimalist. But there is something to be said for clearing out your closet or even a drawer. It feels good.

Take a moment to imagine a place in your home you've been meaning to clear. Write it down and also write down one action step you can take to begin clearing it. If it's something big like your garage, make sure you make your first action step small and doable.

If you want to dive more deeply into minimalism, the following books will be helpful:

THE LIFE-CHANGING MAGIC OF TIDYING UP

By Marie Kondo

LET IT GO

By Peter Walsh

THE SENTIMENTAL PERSON'S GUIDE TO DECLUTTERING

By Claire Middleton

Now that you have your list, circle all those things that are nonnegotiable, like work. All the need to do things.

Then ask is it true that these are a need to do? Could they be delegated to someone else? Taken off the list all together?

Now, underline those things you want to do. Can you do them all this week? Can some be delegated? Cross off any that can wait.

Next go to the opposite end and begin to cross off those things that never have to go on a weekly list again. These can be a book you want to write, but haven't gotten to it in years, a class you've wanted to take, but haven't made time and don't see having time in the near future. All of these can go on a piece of paper and be locked away if you don't want to completely forget, but they don't get to take up space in your mind for the foreseeable future.

What's left gets scheduled for the coming week. If the schedule looks too full like mine did, go back and question what's on it.

This is a process and each week, your schedule will get more refined.

People

Make a list of all the people in your life and do it by inner circle, peripheral circle, outer circle, widest circle.

For example:

Inner Circle: partner, children, closest family and friends who you spend time with often who are intricate in your life

Peripheral Circle: family you don't live with but who you feel close to, friends who you see maybe weekly or less but are close, co-workers who you feel connected to

Outer Circle: colleagues, acquaintances, neighbors, church members, other group whose members you interact with

Widest Circle: your town, other organizations you're affiliated with but don't interact with individuals personally

Start with the widest circle and move inwards. Ask these questions:

Do the people or organizations belong in this category? To find out ask, Do I feel seen and supported by them? Do we have similar values? How do I feel when around them or about them?

If you no longer feel connected to the organization or people in the category, maybe it's time to let them go or in the peripheral and inner circle categories to at least restrict time spent with them.

Get good at creating boundaries which serve you and them no matter how connected or not connected you feel.

When you get to the inner circle and ask yourself if all the people in it are those you want there. That's a hard question when they are family or have been friends forever and you realize they are only there based on the fact they are family or have always been around and not a connection that is deeply felt and a relationship that truly feeds you both.

Inner Circle:

Peripheral Circle:

Outer Circle:

Widest Circle:

Beliefs About the World

What do you believe about the world in general?

Is it a benevolent world or a harsh one? Do we need to work collectively or is it better for individuals to figure things out on their own?

What are your beliefs about family, relationships, money, career?

It's important to check out what it is we believe. Some beliefs are helpful and others limit us, especially those about ourselves.

Write down some thoughts you have about the world in general.

Write down your thoughts about:

Family:

Relationships:

Money:

Career:

Beliefs About Yourself

Make a list of all the things you believe about yourself. For instance, what do you believe you're smart, loving, fun, etc.

Once you have your list, pick one thing, and write down your story about it. This is the narrative you keep telling yourself about yourself.

Look at your story and now ask yourself if it's true. There may or may not be some truth to it. Beliefs are just thoughts that we think are true.

Is it helpful to believe this narrative?

Bonus homework:

Ask a few friends to describe you and then compare. An outer perspective can help.

Action Plan

Email Inbox:

Smart Phone:

Stuff and Things:

Schedule:

People:

Beliefs About the World

Beliefs About Myself
