

WEEK FOUR PROGRAM MANUAL

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Managing Stress

Cultivate Coping Skills

- Take time for you. Make an appointment with yourself to do something you enjoy.
- Develop supportive and positive relationships.
- Focus on cultivating your spiritual life.
- Get rid of things you don't need.
- Make lists for things you have to get done.
- Develop an outlet such as:
 - Art
 - A pet
 - Gardening
 - o Dancing
- Find humor in situations.
- Read positive material.

- Practice the breathing, relaxation and quick meditation techniques.
- Volunteer, giving back to others.
- Get proper sleep.
- Eat a diet with veggies as the building blocks, and focus on real foods.
- Develop good communication skills with your family and friends.
- Recognize and create peace around the fact that bad days will come, and they are a part of life.
- Physical activity
 - Focus on a physical activity you enjoy.
 AND
 - Make short bursts of exercise an integral part of your day.



Get Better Sleep

Sleep deprivation disrupts your body's normal ability to process and related hormones such as glucose, cortisol, and thyroid hormones. An imbalance in any of these can raise your blood pressure, not to mention the fact that it can also encourage cells to store excess fat and lower your body's fat burning ability. Lack of sleep may also raise blood sugar and make it harder to control cravings.

The good news though, is that just three consecutive nights of full sleep will reverse this. Here are some practical tips for reclaiming your sleep!

- Simply practice silence, even if it is for 5 minutes at a time. This brief mediation may aid in restful sleep.
- A warm bath actually does aid in getting a good night's sleep. This works for a warm shower as well. This should be done 60 – 90 min before planning to hit the sack.
- Develop sleep rituals. Listen to relaxing music or read something soothing for 15 minutes.
- Focus on deep belly breathing and a singular focus. Practice this for 5 to 10 minutes prior to going to bed.
- Assess the temperature of your room and alter it if needed. A room that is far too hot or cold will disrupt sleep.
- Alcohol by itself after dinner may cause restless sleep. When you drink alcohol, have it with your dinner.
- Caffeine can stay in your system at least 12 hours. You may want to cut out caffeine in the afternoon.
- Try to practice stretches to un-knot muscles before bed time.

- Dehydration can interfere with the body's ability to sleep through the night.
- Focus on reading something positive before bed.
- Fall asleep doing a grateful list. Think of all the things that you were grateful for in the day.
- A warm cup of valerian, chamomile, or lavender tea might be of benefit. These herbs are helpful with sleep.
- Incorporating foods into your diet that affect melatonin and tryptophan. Here are some example foods: Cherries, cheese, walnuts, bananas, almonds, small glass of warmed milk.
- Normal levels of magnesium in the body are also important for proper sleep.
 Examples of some magnesium rich foods: Spinach, black beans, pinto beans, broccoli, cabbage, scallops, tuna, dark green leafy veggies.
- Leave the smart phone out of bed.
 Current research is indicating that using this device in bed causes restless sleep.
- Do not work on emails, writing bills, etc. in bed.



Improve Cholesterol With The Three Part Breath

- 1. If possible, dim or shut off the lights.
- 2. Set an alarm for the time you set for doing this breathing practice.

Prepare

- Sit comfortably, in a chair, feet resting on the ground and relaxing the shoulders (letting them drop).
- Close your eyes and focus on the breath.
 - Inhale: belly goes out, Exhale: belly comes in.
- Breath in and out through the nose, not the mouth.
- You may want to initially place your hands on your belly to feel the proper breathing technique (the filling of the belly with the inhale, and the contracting of the belly on the exhale).

Active breathing practice

- Inhale: visualize your stomach being a balloon being filled with air.
- Exhale: squeeze all the air out of your stomach (emptying the balloon).
- Breathe in and out through your nose.
- Breathe in, belly goes out.
- Breathe out, belly button moves towards the spine.
- Breathe in, fill the belly with air.
- Breathe out empty the air from the belly.
- Remind yourself silently:
 - Inhale, fill the belly, then the chest, then the throat
 - Exhale from the throat, then the chest, then the belly
 - o Inhale belly goes out
 - o Exhale belly moves in

Move into a 3 Part Breath

- The breath should be broken up into three parts:
 - o On the inhale:
 - Fill the belly with air
 - Then fill the chest
 - Then fill the throat
 - o On the exhale:
 - Empty the air from the throat
 - Then the chest
 - Then the belly
 - Continue to repeat the three-part breath to develop this rhythm

Once your meditation time is complete, allow yourself just a minute or so to adjust to having your eyes open and then turn on the lights.



The three-part breath can be done anywhere.

If you do not have the option of practicing this in a place where you can shut your eyes, take advantage of practicing the breathing practice everywhere. Practice it on the bus, in the car, at your work station, etc. Then when you do have the opportunity to practice this in a calm, quiet and stationary area you will have trained your body with the proper breathing technique and can take advantage of the full benefits this exercise can provide.

Even if you can only do this for 3 to 5 minutes a day, you will notice helpful results. Soon, you will be breathing like this on a consistent basis without having to consciously think about it.

Work towards making this a regular part of your day!

Sitting silently, breathing and decreasing the business of your brain is a simple, yet highly beneficial, tool for your health!



Quick Cooking Techniques

When we cook in the home, it allows us to have to control over the quality of the ingredients that are used.

Menu Plan

- Flip through cookbooks, recipe websites and cooking magazines for ideas.
- o Take lists to the grocery store based on the recipes you are making.
- Make it a family approach. Have every family member pick a meal for the week.

Cook in short bursts!

o Food prep really just takes a couple of minutes.

Cook with others.

- o Get a cooking buddy by cooking one meal a week for each other.
- o Get a work lunch buddy and switch bringing lunch for one another.

Think ahead.

- o Make more than enough for the meal and freeze the leftovers.
- Cook in bulk and freeze sauces, soups and quick breads.

Jazz up salads enough to make them a meal.

Top it with beans and seeds, grilled vegetables, meat or seafood.
 Add some dried or fresh fruit.

Utilize cooking gadgets to your advantage.

- Rice cookers
- Pressure cookers
- Slow cookers



- Chop some onion and carrots into thin strips, sauté in a bit of olive oil.
 Season with salt and pepper (add some basil if you would like).
- Chop onions and mushrooms. Sauté in a bit of butter or olive oil.
- Steam broccoli, top with some parmesan cheese or a tiny bit of soy sauce.
- Sauté bok choy, or choy sum garlic and ginger in a little bit of sesame or olive oil, add a tiny bit of soy sauce.
- Chop tomato, cucumber, and cilantro, mix with lime juice, olive oil, salt.
- Thinly slice sweet potato, onion and mushrooms. Sauté in olive oil and season with salt.
- Mash steamed taro or sweet potato of choice with a little bit of milk, coconut
 milk or water and form into small 2 inch pancakes. Roll in panko and cook in
 skillet in some heated olive or coconut oil.
- Slice zucchini, onions and garlic sauté in olive oil.

- Chop up lettuce, cucumber, green onion, tomato and top with a mixture of lemon juice and olive oil (equal parts) pinch of salt.
- Sauté garlic and crushed red pepper in a bit of olive oil. Add chopped kale leaves and sauté till soft.
- Sauté collard greens in olive oil and crushed garlic. Let them go for a while until they are wilted. Top with a splash of hot sauce.
- Sauté red and green bell pepper with sliced onion in olive oil. Add a pinch of salt (and chili powder if you'd like).
- Chop carrot, coat with tiny bit of butter, pinch of brown sugar and cinnamon, roast in oven on 350 until tender.
- Chop cabbage toss with chopped onions sesame oil, pinch of crushed red pepper, and tiny bit of sugar and sesame seeds