

The Mindful Action Plan

*I am here now,
accepting the way I feel and noticing my thoughts,
while doing what I care about.*

Date: _____

	Addressing Internal-World Issues	✓
I Am	Notice if you are being influenced by any unhelpful self-descriptions. Let go of any problematic thoughts that you are believing about yourself.	
Here Now	Center your situational awareness on what you are doing. Notice what is happening here and now, and rather than getting wrapped up in events not in your present control, let go of these distracting events. Focus on what is relevant to your actions.	
Accepting	Allow yourself to acknowledge any emotions you are having without trying to control the emotions. Be willing to simply have those feelings while moving forward with valuable actions.	
Noticing	Prepare to simply notice thoughts that arise while moving forward with your valued actions. Let those thoughts go if they are not helpful. Treat distracting thoughts as disconnected from action while choosing to act in a meaningful manner.	
Doing	To-Do List	
What I Care About	Values-Based Motivation	
	-- Personal Values: Describe your motivation for engaging in your chosen actions and why you aim for optimal performance.	
Designing Success with Performance Management		
Make sure all required resources for successful actions have been acquired.		
Publicly announce your commitment to meet performance goals.		
Alert your accountability partner about your commitment and goals.		
Describe incentives, performance criteria, and deadlines:		