SLEEP MODE

IMPORTANCE OF SLEEP
Daily Routine for Better Sleep
MENTAL CLARITY AND ENERGY
Hormones and Sleep
FAT—BURNING FOR SLEEP
Advanced Sleep Options
Thank you for participating in Sleep Mode. This program is dedicated to improving your sleep — which is more important to your health than you might realize. We’ll provide you with the roadmap and practical strategies to make small changes today that will help you get better sleep tonight.

Over the next six weeks, you will learn new insights about sleep, why it is important, how sleep is largely affected by your hormonal balance (or imbalance) and how lack of sleep can cause a shift in hormones. This shift can have effects on your well-being, mental clarity, work performance, memory, energy level, body weight and much more. We encourage you to try each of the different strategies that we outline along the way. Most of these strategies require only your time and attention, and can be applied tonight to help you get the rest you want and deserve. Quality sleep depends on the simple behaviors and habits that we employ each day. Looking internally and creating awareness just might be the missing ingredient you need to get deep sleep. No matter how simple or basic they might seem, these strategies are powerful — so don’t underestimate what they can do for you!

Please be sure to bring your Sleep Mode Workbook to each session and track your progress as you go. These activities are designed to enhance your success. The more you engage, the better your results will be!

**PROGRAM REQUIREMENTS:**
- Complete all six weekly webinars via live sessions or recordings.
- Complete the survey sent out after each webinar.

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Building Awareness

Awareness is the first step to effectively make any conscious change in life. In order to make a change, you first must understand what you have been doing and see an opportunity to fit change into your life.

How would you characterize your sleep? Are you aware of personal patterns or behaviors that affect your sleep quality?

What areas of sleep do you struggle with? Do you have trouble falling asleep? Do you have trouble staying asleep? Do you wake up feeling groggy and unrested? Are you lacking energy throughout the day?

What about your current sleep habits stand out to you?

On a scale from 1-10, with 1 being “terrible sleep” and 10 being “the best sleep of your life,” how would you rate your sleep overall?

1 2 3 4 5 6 7 8 9 10

What about sleep is important to you?
**CHARACTERISTICS OF SLEEP**

If you woke up in the morning and felt you didn’t get quality sleep, would you consider it to be a problem?

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According to research, what sleep-related behaviors have been identified due to poor sleep?

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Hearing all of this, what comes up for you regarding the current state of your sleep quality? Do you recognize yourself in any of these characteristics?

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**DEFINING GOOD SLEEP**

Considering all of this information, what stands out as important for you with regards to sleep?

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What is good sleep?

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What would be possible for you in your life if the quality of your sleep improved by even as much as 10%?

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THE IMPACTS OF POOR SLEEP

Thinking about your life and routine, what do you notice about yourself when you miss one night of sleep?
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What happens when that one night of poor sleep becomes two or three nights in a row of poor sleep? How does that affect you?
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What are the health risks that can increase from regular low-quality sleep?
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What do you perceive about the effects of your own poor sleep quality?
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SLEEP JOURNAL

It’s important to gain awareness of your overall sleep quantity and quality, and one of the most valuable ways to do this is actively recording or tracking your daily activities. For the purposes of improving sleep, we suggest you track your sleep in as much detail as possible. You will find a sleep journal at the end of each week in this workbook.

WHAT WE RECOMMEND YOU LOG IN YOUR SLEEP JOURNAL:

Morning—reflect on your sleep:
» Time to bed last night
» Time upon rising
» Hours slept
» Overall sleep quality rating: 1-10 (10 being best)
» Did you wake frequently?
» Describe your night’s sleep

Night—reflect on your day:
» How was your energy throughout the day?
» How many stimulating foods and beverages (caffeine, sugar, etc.) did you consume throughout the day? At what time?
» Did any emotional or mental stressors take place today?

CAFFEINE

At a time when you are trying to wind down, anything that revs you up or stimulates your body or mind can potentially have a detrimental effect on the quality or quantity of your sleep.

Caffeinated foods and beverages include:
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After reading this list, what stands out to you about your consumption of caffeinated foods and beverages and your sleep?
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JOURNALING OPPORTUNITY

Thinking about what you learned this week, what is standing out to you as your biggest opportunity for forward movement or change?

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WEEK I: THE IMPORTANCE OF SLEEP

PRACTICE STEPS

» Make quality sleep a priority. Get connected as to why quality sleep is important to you and what benefits you can gain from prioritizing sleep. If you need support here, this is an excellent opportunity to schedule a one-on-one appointment with a personal coach and partner to support you in igniting action.

» Start your sleep journal. This will help you evaluate your quality and quantity of sleep, as well as provide a space to release your repetitive thoughts. We have included a sleep journal in this workbook. You can also keep a notebook with the same questions by your bed.

» Start cutting out or eliminating caffeinated food or beverages from your diet. Remove them completely or make a goal to not consume these foods and drinks after 2 pm.
### SLEEP JOURNAL

**Morning - Reflect on your sleep**

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WEEK 2: DAILY ROUTINE FOR BETTER SLEEP

THIS WEEK’S TOPICS:
• Disconnecting and Creating a Hard Stop
• Light and Sleep
• Body Temperature and Sleep
• Getting Comfortable
• Your Sleep Sanctuary

CELEBRATE YOUR WINS
Thinking about your week, what strategies did you try and what is standing out to you about your experience?

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DISCONNECTING AND CREATING A HARD STOP
How much time do you currently spend on your phone, computer or other device on a daily basis? How do you feel when your phone battery dies or you forget your phone?

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In thinking about your own life, do you see any parallels where you might be adding unneeded stress without knowing it?

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WEEK 2: DAILY ROUTINE FOR BETTER SLEEP

LIGHT AND SLEEP

How long before bed do you currently shut down your electronics — TV, phone, computer, tablet, etc.?

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In addition to powering down any screens that may give off blue light, how can you decrease the light in your bedroom at night?

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Reflecting on this information, what opportunities are you seeing to set up your sleeping space to better support good quality sleep?

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Don’t underestimate the positive impact disconnecting from technology can have on your quality of life, not to mention your health.

BODY TEMPERATURE AND SLEEP

How do you currently prepare your body for sleep?

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Thinking about what’s important to you about your evening routine, how will you warm up and cool down your body at night?

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THE BODY AND BRAIN HAVE A HARDWIRED RELATIONSHIP WITH LIGHT

Computer screens, TV screens, tablets and phones all emit blue light, which has a similar impact as sunlight — it keeps the brain active and awake. If these devices are being used before bed, the brain will think the sun is still up and that you should be awake and active, which is not good for falling asleep.

To help you get better sleep, it’s best to disconnect from all electronics at least ___ hours before bedtime.

Don’t underestimate the positive impact disconnecting from technology can have on your quality of life, not to mention your health.
GETTING COMFORTABLE

How much attention do you place on your personal comfort as you prepare for sleep?

In an effort to gain the most restful sleep and increase your comfort, what actions can you take regarding the clothes you wear to bed, the bedding you choose and the flow of fresh air in your bedroom?

After hearing these simple strategies, what is one thing you will do tonight to achieve good sleep?

YOUR SLEEP SANCTUARY

Think about your bedroom — have you been intentional about creating a space that feels inviting and comfortable?

Thinking about your sleep sanctuary, how can you change your environment to make it more inviting and comfortable?

WE LIKE TO THINK OF THE BEDROOM AS A SLEEP SANCTUARY

Protect it, nurture it and relish what you will get from it in the form of fantastic rest and recuperation.
IGNITING ACTION

What do you see as your biggest opportunity to improve your sleep tonight?

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PRACTICE STEPS

» Disconnect from all electronics at least one hour before bedtime.
» Artificially raise your temperature before bed.
» Get comfy and establish your sleep sanctuary.
### WEEK 2: DAILY ROUTINE FOR BETTER SLEEP

#### SLEEP JOURNAL

**Morning - Reflect on your sleep**

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**WEEK 3:**
Mental Clarity and Energy

**THIS WEEK’S TOPICS:**
- Daily Energy Cycle
- Sleep Affects Work and Mental Clarity
- Clear Your Mind
- What does it mean to “clear your mind?”
- Meditation

**CELEBRATE YOUR WINS**

Thinking about your week, what strategies did you try and what is standing out to you about your experience?

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**THE QUALITY OF YOUR SLEEP EACH NIGHT AFFECTS HOW YOUR ENERGY CAN SWING THE FOLLOWING DAY,**

but how you moderate your daily energy also affects how well you sleep at night. You likely will experience an afternoon lull between the hours of ____ and ____.

But even if you don’t feel it, take this opportunity to be proactive in your overall efforts for better sleep.
WEEK 3: MENTAL ENERGY AND CLARITY

DAILY ENERGY CYCLE

How is your energy throughout the day? What do you notice about how your energy increases and decreases at different times?

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Thinking about your daily schedule and energy, what opportunities are you noticing to schedule a break or lighter tasks for yourself when your energy wanes?

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SLEEP AFFECTS WORK AND MENTAL CLARITY

How many hours of sleep are you getting nightly? What do you notice the following day when you get enough sleep, versus when you are lacking sleep?

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Reflecting on your own sleep and how that affects your work, what difference would committing to get the right quantity and quality of sleep make for your life?

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CLEAR YOUR MIND

What percentage of the time do you find yourself caught up in your own mental chatter or generally not present in the moment?

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On a scale of 1-10, with 1 being “bad” (angry, sad, resentful, anxious, etc.), and 10 being “amazing” (happy, joyful, enthusiastic, grateful, etc.),

HOW WOULD YOU RATE YOUR GENERAL MOOD ON A REGULAR BASIS?

1 2 3 4 5 6 7 8 9 10
WHAT DOES IT MEAN TO "CLEAR YOUR MIND?"

Emotions that are produced from joy, love, friendship, community, laughter, talking, writing, giving and receiving compliments, bonding, hugs, handshakes and much more can turn down your stress response and push stress hormones out of your system.

What opportunities are standing out to you to actively produce feel-good hormones during your day?

MEDITATION

How much time do you currently spend intentionally putting your attention on the present moment, observing your own thoughts and feelings without judgment? Have you wanted to try meditation, but hesitated for some reason? What has stopped you?

THERE REALLY IS NO TRICK TO QUIETING THE MIND

Just sit quietly and observe your mind or just focus on a calm, steady breathing pattern. With practice, you likely will be able to lengthen the time you meditate. But you have to start somewhere — and even one minute is better than nothing.

1. Sit in a comfortable position, feet on the floor.
2. Spine straight, but not straining, just lift through the top of your head.
3. Put your hands in a balanced position — either on your knees with palms up or down, or folded in your lap.
4. Close your eyes.
5. Follow your breath and enjoy it.

Set a timer for one minute, and slowly open your eyes after the minute is up.
WEEK 3: MENTAL ENERGY AND CLARITY

What do you notice after just one minute? Where can you find one minute every day?

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As this becomes a habit, increase it to two minutes, then three, etc., until you reach 20 minutes, or however long you need to fully realize the benefits.

Thinking about your day, when can you set aside time to practice quiet mindfulness?

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IGNITING ACTION

How would the combination of sleeping better, feeling better and thinking better impact your life right now?

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PRACTICE STEPS

» Intentionally practice three extra feel-good-hormone-producing activities. For example, joy, love, friendship, laughter, talking, writing, bonding, hugs and handshakes are a few examples of “feel-good” activities.

» Plan 15-20 minutes of wind-down time just before bed.

» Sit in silence for five to 20 minutes per day. You can increase your time with practice.
# SLEEP JOURNAL

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WEEK 4: 
HORMONES AND SLEEP

THIS WEEK’S TOPICS:
• Hormonal Changes from Poor Sleep
• So What Now?
• Reducing Insulin Resistance
• Hydration and Sleep

CELEBRATE YOUR WINS

Thinking about your week, what strategies did you try and what is standing out to you about your experience?

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HORMONAL CHANGES FROM POOR SLEEP

How do you think your hormones affect your sleep and how you feel during the day?

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Think about your day following a poor night’s sleep. What’s generally the first thing most people turn to for a little energetic help?

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WEEK 4: HORMONES AND SLEEP

Considering what you have just heard, what is standing out to you regarding how your own sleep habits are affecting your life?

SO WHAT NOW?

Thinking about your sleep quality and eating habits, what connection do you see between the two?

After hearing about sleep and insulin resistance, what are you now noticing about the connection between your sleep quality and eating habits?

Reducing Insulin Resistance

How many meals do you currently eat per day? At what frequency do you eat these meals?
WEEK 4: HORMONES AND SLEEP

TO GAIN CONTROL OF YOUR BODY’S RELATIONSHIP WITH INSULIN.

we recommend eating three meals a day. By eating three meals spread out during the day, you allow your insulin levels to rise during and immediately after the meal and then drop to lower levels in between. This keeps your cells from overexposure to insulin and becoming insulin resistant.

Hearing all of this, what is coming up for you about eating three meals a day?

______________________________________________________________________________

HYDRATION AND SLEEP

Mild to severe dehydration can take a toll on many areas of health, and sleep is right in the center of it all. It only takes a 2nd shift in hydration to start seeing detectable problems in concentration, memory, sleep, athletic performance, strength, hormonal response and much more.

How much water do you drink on a daily basis? What percentage of your fluid intake consists of other beverages — juice, soda, coffee, etc.?

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Many leading experts suggest drinking one ounce of water for every two pounds of body weight. Based on this suggestion, how much water should you drink every day?

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Hearing all of this about sleep, hydration and alcohol, what is standing out to you? Where are you noticing an opportunity for a positive change for yourself?

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DRINKING ALCOHOL ISN’T GOOD FOR YOUR SLEEP, EITHER — IT CAN ACTUALLY BE MORE DISRUPTIVE THAN HELPFUL.
WEEK 4: HORMONES AND SLEEP

IGNITING ACTION

Thinking about how better sleep can positively affect your life, where do you see opportunity in your diet, exercise habits and hydration to move you toward the sleep you want and need?

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PRACTICE STEPS

» Become insulin-friendly by eating three meals a day with no snacking.

» Drink plenty of water — one ounce of water for every two pounds of body weight.

» Consider reducing or eliminating your evening cocktail consumption. Commit to trying it for a period of time and see the difference it makes for you.
# SLEEP JOURNAL

## Morning - Reflect on your sleep

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WEEK 5: FAT-BURNING FOR SLEEP

THIS WEEK’S TOPICS:
- Fat-burning vs. Sugar-burning
- Becoming a Fat-burner
- Exercise Impacts Sleep
- Maximizing Your Workout to Improve Sleep
- Rate of Perceived Exertion
- Interval Training
- How Could This Benefit You?

CELEBRATE YOUR WINS
Thinking about your week, what strategies did you try and what is standing out to you about your experience?

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FAT-BURNING VS. SUGAR-BURNING
What types of foods do your meals currently include? How thoughtful are you about what you eat and how often you eat it?

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What are the two fuel sources your body can use for energy? _________ and __________. What are the differences?

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So, knowing all of this, would you choose to be a sugar-burner or a fat-burner? What about that stands out to you?

---

**BECOMING A FAT-BURNER**

How much sugar do you eat on a daily basis? 
What percentage of your food consumption is composed of packaged or processed foods?

---

What are some good sources of healthy fats?

---

After hearing this information, what opportunities are you seeing to shift your food intake?

---

**EXERCISE IMPACTS SLEEP**

How many minutes of physical activity do you get on a weekly basis?

---

National Institutes of Health guidelines recommend that adults engage in _____ minutes of moderate-intensity activity per week or _____ minutes of vigorous activity per week.
WEEK 5: FAT-BURNING FOR SLEEP

MAXIMIZING YOUR WORKOUT TO IMPROVE SLEEP

When you work out, how would you rate the intensity of your workout? Do you alternate between high intensity and low intensity, or is your activity one consistent intensity level?

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What type of physical activity will help you maximize your workouts and improve your sleep?

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RATE OF PERCEIVED EXERTION

10 Max Effort Activity — Feels almost impossible to keep going. Completely out of breath, unable to talk.

9 Very Hard Activity — Very difficult to maintain exercise intensity. Can barely breathe and speak a single word.

7-8 Vigorous Activity — On the verge of becoming uncomfortable. Short of breath, can speak a sentence.

4-6 Moderate Activity — Feels like you can exercise for hours. Breathing heavily, can hold short conversation.

2-3 Light Activity — Feels like you can maintain for hours. Easy to breathe and carry a conversation.

1 Very Light Activity — Anything other than sleeping. (Watching TV, riding a car, etc.)

INTERVAL TRAINING

When you first begin these workouts, we suggest a 1:6 ratio of high intensity to low intensity. A good starting place for your high-intensity period is ______. Following the 1:6 ratio, your low intensity period would be ______. A good starting point for this workout is a total of ____ minutes.

What are you seeing as your opportunity to add some high-intensity exercise into your activity plan?

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FOR A CERTAIN PERIOD OF TIME OR INTERVAL THAT YOU CHOOSE, THERE WILL BE A PERIOD OF HIGHER INTENSITY ACTIVITY (LIKE A SPURT), FOLLOWED BY A PERIOD OF LOWER INTENSITY (LIKE A JOG).
HOW COULD THIS BENEFIT YOU?

Disclaimer: Whenever you start something new, it is normal for your body to be sore afterward, but pain is not normal. A general rule of thumb is to remember that muscle soreness after beginning a new activity can start and/or peak in a window of 24-72 hours after the activity was performed. Listen to your body and be sure to connect with your primary care physician if soreness or pain persists beyond that.

In addition, this program is not designed to diagnose, treat or cure any health condition or injury. If you have any questions as to whether our strategies are right for you, or questions about whether you are able to perform any of our recommendations, it is advisable that you consult with your primary healthcare provider prior to beginning.

IGNITING ACTION:

Considering everything exercise and interval training can offer, what is standing out as your next step?

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PRACTICE STEPS

» Reduce or eliminate dietary sugar.

» Increase your consumption of healthy fats.

» Aim for at least 150 minutes of physical activity each week.

» Incorporate interval training into your routine.

» Record your activity in your sleep journal and describe how you felt and how you slept.
# SLEEP JOURNAL

## Morning - Reflect on your sleep

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WEEK 6: ADVANCED SLEEP OPTIONS

THIS WEEK’S TOPICS:
• Supportive Foods for Sleep
• Supportive Teas for Sleep
• Evaluate your Barriers
• Additional Assistance
• Sleep Studies

CELEBRATE YOUR WINS

Thinking about your week, what strategies did you try and what is standing out to you about your experience? What were some of your wins and observations from the process over the last week?

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SUPPORTIVE FOODS FOR SLEEP

What changes have you made to your eating habits since you began the program?

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Thinking about these recommendations, what opportunities do you see to add more sleep-promoting foods to your diet?

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SUPPORTIVE TEAS FOR SLEEP

Teas, derived from plants, are probably the oldest tried and true supplements for improving sleep.

After hearing about the value of herbal teas in improving sleep, is there one standing out to you that you’d like to try?

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EVALUATE YOUR BARRIERS

Thinking about your participation in this program, what is preventing you from achieving the quality sleep you desire?

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ONCE YOU HAVE CREATED AWARENESS OF YOUR BARRIERS, BUILD A PLAN FOR HOW YOU CAN OVERCOME THEM. THIS MAY MEAN SITTING DOWN AND DEDICATING THE TIME TO OUTLINE YOUR STEPS.

Considering your barriers, what opportunities do you see to navigate the wrinkles that come your way?

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ADDITIONAL ASSISTANCE

If you still need help, there are many outside resources and services you might want to consider:

- Massage
- Acupuncture
- Chiropractic care

If your efforts in this program don’t seem to be getting the results you are looking for, you can always consult your healthcare provider about:

- Hormone testing
- Other advanced tests
WEEK 6: ADVANCED SLEEP OPTIONS

SLEEP STUDIES

Considering these options, what is standing out to you?

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CONTINUED JOURNALING

One of the easiest and most helpful ways to see if you are veering off track — well before it starts to damage your sleep too much or affect your productivity — is to continue journaling, reviewing your efforts and evaluating how they are working for you.

Now that you have completed the program, answer the foundational questions again:

What are the areas of sleep you struggle with? Do you have trouble falling asleep? Do you have trouble staying asleep? Do you wake up feeling groggy and unrested? Are you lacking energy throughout the day?

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What about sleep is important to you?

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What about your current sleep habits stands out to you?

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On a scale from 1-10, with 1 being “terrible sleep” and 10 being “the best sleep of your life,”

HOW WOULD YOU RATE YOUR SLEEP OVERALL?

1 2 3 4 5 6 7 8 9 10

Look at your workbook from Week 1 and compare that to how you answered those questions today.
IGNITING ACTION

Reflecting on the last six weeks, how has your sleep improved and what value has that added to your life?
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PRACTICE STEPS

» Continue to practice the action steps you have learned in the last six weeks.

» Increase the sleep-promoting foods in your diet.

» Experiment with relaxing or sleep-promoting teas.

» Rotate the strategies to meet your needs in the moment.

» If you need further support, consider the suggested advanced professional tools.
### SLEEP JOURNAL

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CONGRATULATIONS!

Thank you for completing Sleep Mode! We hope you have tried some of the strategies presented here and are enjoying better sleep than you were six weeks ago.

Sleep is something we all need — today, tomorrow and for the rest of our lives. It is not always something that just takes care of itself, but rather something that needs our time and attention. When you get the sleep equation right in your life, everything can change. Simply getting into bed at the right time and shutting your eyes does not guarantee you will get that deep, quality sleep your body and mind both require. If you have been following along these last six weeks and trying the strategies, it should be only a matter of time before you will be sleeping better, feeling better and working better. And don’t forget that when it’s time to tackle new goals, we are here to help! Working one-on-one with a Coach can help you define your goals and create strategies to achieve them. Visit your well-being program platform for coaching options or contact coaching@adurolife.com to get started. Congratulations again on your hard work and your commitment to getting quality sleep. Here’s to more peaceful rest!