

— JONLIEU

A PRACTICE LIBRARY

Tending Your Well-being Through Transitions

Small practices for the days when everything is moving.

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What this helps with



Your well-being matters every day, and it matters most during a transition, when so much is shifting at once. This library offers small practices of 5 to 10 minutes a day that support your well-being and keep you grounded, clear, and yourself. Every practice is curated from positive psychology.

HOW EACH PAGE WORKS

Think

Open questions that surface the beliefs shaping how you're moving through this transition.

Be

Open questions about who you want to be in the middle of it.

Worth Noticing

Two ideas that may change how you see the topic.

Do

Ten micro-practices. Choose one, try it for a week, then keep it or swap it.

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How to use it

Start with the page that matches what's hardest right now. Choose one practice and try it for a week. Keep it if it helps and swap it if it doesn't. You can't fall behind in a library.

Body and Energy



■ WORTH NOTICING

Your exhale speaks to your nervous system

A long, slow breath out signals safety faster than telling yourself to calm down.

Recovery needs your mind to leave too

Sitting at home while still mentally at work restores far less than people expect.

THINK

- *What am I telling myself I must do to keep up right now?*
- *Where does my body already tell me what I need, and how often do I listen?*
- *What would shift if rest counted as part of the work?*

BE

- *What does it look like to care for my energy while so much is asked of me?*
- *How do I want my body to feel at the end of a hard day?*
- *Who am I when I stop pushing for ten minutes?*

Body and Energy: Do

Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.



1 The Long Exhale

Breathe in for four counts and out for six, for two minutes.

☐ Tried it

2 Belly Breathing

Rest a hand on your belly and breathe so it rises, not your chest.

☐ Tried it

3 Tense and Release

Tighten each muscle group for a few seconds, then let go, feet to face.

☐ Tried it

4 Body Scan

Move your attention slowly from head to toe and notice, without trying to change anything.

☐ Tried it

5 Release the Uncontrollable

List what's outside your control today and say "I'm setting this down."

☐ Tried it

6 Walk Between

Take a ten-minute walk between two demands, phone away.

☐ Tried it

7 Move for Ten

Choose any movement you enjoy and do it for ten minutes.

☐ Tried it

8 Set a Stop Time

Decide when work ends today and mark it with one small ritual.

☐ Tried it

9 Unplug an Hour

Keep one evening hour free of screens and work thoughts.

☐ Tried it

10 Rate Your Energy

Score it 1 to 10 three times today and note what lifts or drains it.

☐ Tried it

THIS WEEK I'LL TRY _____

Emotions and Joy



■ WORTH NOTICING

A named feeling shrinks

Putting a precise word on an emotion tends to lower its intensity. "Stressed" works less well than "uneasy about being judged."

Hiding a feeling doesn't remove it

Suppressing an emotion usually keeps the feeling and raises your body's stress response too.

THINK

- *What do I believe about feeling this way during a transition like this?*
- *Which emotions do I let myself have, and which do I hide, even from myself?*
- *What is this feeling trying to tell me?*

BE

- *Who do I want to be when a hard feeling shows up?*
- *What would it look like to feel deeply and still choose my next move?*
- *How do I want others to experience me when I'm under pressure?*

Emotions and Joy: Do

Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.



1 Name It Exactly

Swap a broad word like "stressed" for a precise one: uneasy, grieving, restless, proud.

☐ Tried it

2 Make Room

Let one hard feeling be there for two minutes without pushing it away or arguing with it.

☐ Tried it

3 Ask the Feeling

Ask "What do you need from me?" and write the first answer.

☐ Tried it

4 Tell It Another Way

Write the situation as you see it, then write a second, equally true version.

☐ Tried it

5 Write It Out

Write freely about what you're feeling for ten minutes, then stop.

☐ Tried it

6 Pause and Choose

Before reacting, take one breath and name two possible responses.

☐ Tried it

7 Three Good Things

Write three things that went well today and why each happened.

☐ Tried it

8 Savor One Minute

Choose one good moment and slow down to take in what you see, hear, and feel.

☐ Tried it

9 Replay a Good Moment

Recall a recent good moment in detail, as if telling it to a friend.

☐ Tried it

10 Share the Good News

Tell someone something good today and let them respond with real interest.

☐ Tried it

THIS WEEK I'LL TRY _____

Strengths and Flow



■ WORTH NOTICING

Strengths hide in plain sight

What comes easily feels ordinary, so most people undervalue their strongest qualities.

A strength can be overused

Persistence can turn into stubbornness and candor into harshness, so more isn't always better.

THINK

- *What do I believe I'm good at, and what do I dismiss as "just how I am"?*
- *When have I lost track of time doing work that mattered to me?*
- *Where might a strength of mine be working against me right now?*

BE

- *What would it look like to lead from what comes most naturally to me?*
- *Which strength do I most want to be known for during this transition?*
- *Who am I when I'm at my best, and what does that person do differently?*

Strengths and Flow: Do

Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.



1 Catch Your Best Moment

Recall a time you felt absorbed and energized. Name the strengths at work.

☐ Tried it

2 Name Your Top Five

List the five qualities that feel most like you, then circle one.

☐ Tried it

3 Spot a Strength Today

At day's end, note one moment you used a strength.

☐ Tried it

4 Use One Differently

Take one strength and use it in a new way today.

☐ Tried it

5 Craft One Task

Reshape one task this week so it uses more of what you do best.

☐ Tried it

6 Borrow a Strength

Ask which of your strengths could help with the transition you're facing.

☐ Tried it

7 Check the Overuse

Ask where too much of one strength is costing you or others.

☐ Tried it

8 Check the Underuse

Ask which strength you've been leaving on the shelf.

☐ Tried it

9 Ask Two People

Ask two colleagues when they've seen you at your best.

☐ Tried it

10 Protect an Hour

Block one stretch for work that lights you up, and guard it.

☐ Tried it

THIS WEEK I'LL TRY _____

Connection and Support



■ WORTH NOTICING

Good news matters more than you'd guess

How someone responds when you share a win can shape a bond more than how they respond to your trouble.

The wrong support can feel worse than none

Advice when you wanted comfort, or comfort when you wanted a plan, leaves people feeling unheard.

THINK

- *What do I believe about needing other people?*
- *Who do I pull back from, and what am I protecting by doing that?*
- *What kind of support actually helps me, and how would others know?*

BE

- *What does it look like to give and receive support without keeping score?*
- *How do I want people to feel after time with me?*
- *Who am I when I let someone see that I'm struggling?*

Connection and Support: Do

Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.



1 Map Your Circle

List who you turn to for practical help, comfort, perspective, and encouragement.

☐ Tried it

2 Name Your Ask

Decide one specific thing you need and write the sentence that asks for it.

☐ Tried it

3 Say What Kind

Tell someone whether you want advice, a listening ear, or a distraction.

☐ Tried it

4 Match the Support

Before offering help, ask what kind would be most useful.

☐ Tried it

5 Respond With Energy

When someone shares good news, ask a question and show you're glad.

☐ Tried it

6 Listen Before Advising

In one conversation, give full attention and save your advice.

☐ Tried it

7 Thank Specifically

Tell someone exactly what they did and what it made possible.

☐ Tried it

8 Reach Out for Five

Send a note to someone you haven't talked with in a while.

☐ Tried it

9 Offer a Hand

Do one small thing for someone with no expectation of return.

☐ Tried it

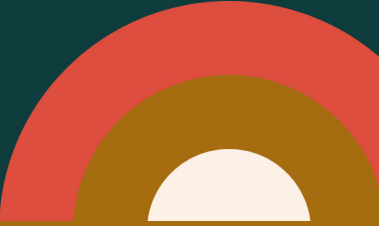
10 Book a Standing Call

Put a recurring check-in on the calendar with someone you trust.

☐ Tried it

THIS WEEK I'LL TRY _____

Purpose and Values



■ WORTH NOTICING

Values outlast goals

Goals get reached or lost, while values give direction that survives when plans fall apart.

Writing about what you value softens defensiveness

A few minutes of it can make hard feedback and hard news easier to take in.

THINK

- *What am I living by right now, and where does my calendar say something different?*
- *What have I lost in this transition, and what is still mine to act on?*
- *Which of my goals am I chasing out of habit?*

BE

- *What matters most to me, and how do I want that to show up in how I lead?*
- *Who do I want to be on the other side of this transition?*
- *What would I be proud to say I stood for during this season?*

Purpose and Values: Do

Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.



1 Pick Your Three

Choose the three values you most want guiding this season.

☐ Tried it

2 Write for Ten Minutes

Write about one value and a time you lived it.

☐ Tried it

3 Value or Goal?

Take something you're chasing and ask which value it serves.

☐ Tried it

4 Check the Gap

Rate how closely this week matched each value, then pick one to close.

☐ Tried it

5 Use the Filter

Before saying yes to something, ask which of your values it serves.

☐ Tried it

6 Choose Today's Move

Pick one small action today that expresses your top value.

☐ Tried it

7 Morning Reminder

Read your three values aloud before you check your phone.

☐ Tried it

8 Name the Trade-off

Notice what you're giving up to say yes, and choose it knowingly.

☐ Tried it

9 Find the Value in a Chore

Pick a task you dread and name the value it serves.

☐ Tried it

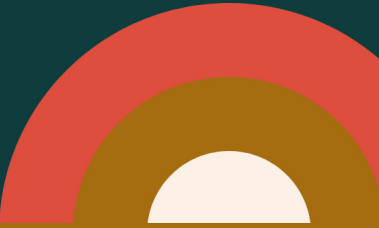
10 Write Your Legacy Line

Complete the sentence "I want to be someone who..."

☐ Tried it

THIS WEEK I'LL TRY _____

Achievement That Lasts



■ WORTH NOTICING

Picturing success can lower effort

Imagining only the win can feel like having done it. Picturing the win and then the obstacle tends to lift effort.

Kindness keeps drive going

People who treat themselves kindly after a miss tend to try again sooner than those who criticize themselves.

THINK

- *How do I define progress, and who taught me that definition?*
- *What do I say to myself when I fall short?*
- *Where am I trying to do everything at once, and what would the smallest next step be?*

BE

- *What does it look like to build steadily, at a pace I can sustain?*
- *How do I want to treat myself when something doesn't go to plan?*
- *Who am I when I'm making progress I can't yet see?*

Achievement That Lasts: Do



Five to ten minutes a day. Choose one, try it for a week, then keep it or swap it.

1

Write an If-Then Plan

"If it's 8:30, then I'll open the report." Decide the trigger in advance.

☐ Tried it

2

Picture the Obstacle

Imagine the goal achieved, then the biggest thing likely to get in the way.

☐ Tried it

3

Shrink It

Cut the goal to a step so small it feels almost too easy, and do it today.

☐ Tried it

4

Tie It to a Habit

Attach a new action to something you already do every day.

☐ Tried it

5

Log One Win

Write down one thing you finished today, however small.

☐ Tried it

6

Rate Your Confidence

Score yourself 1 to 10 on a goal, then ask what would add one point.

☐ Tried it

7

Borrow Past Proof

Recall a time you handled something hard and note what you did.

☐ Tried it

8

Sort Control from Influence

List what you control, what you can influence, and what you can't. Act on the first two.

☐ Tried it

9

Check Your Why

Ask whether this goal is yours or someone else's expectation.

☐ Tried it

10

Speak Kindly

After a miss, say what you'd say to a friend in the same spot.

☐ Tried it

THIS WEEK I'LL TRY _____

— WHAT'S NEXT

Two ways to go further

FOR ORGANIZATIONS

Workshop Series

Ready to go deeper with your team? Ask about our Tend Workshop Series.

**Ask about our Tend
Workshop Series**

FOR YOU

Tend

Ready to go deeper on your own? Ask about Tend, for leaders wanting to care for their well-being, especially during a transition.

Ask about Tend

Think. Be. Do.

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