

F O C U S

O N W H A T M A T T E R S

L E S S O N S F R O M A D I S T R A C T E D W O R L D

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BEFORE WE BEGIN



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Here I share some of the lessons I've earned through lived experience. Not as rules or a perfect blueprint. Just observations from a life spent learning, unlearning, rebuilding, and returning to what matters. These are lessons gathered from each chapter of my forthcoming book, 'If She Can I Can'.

We live in a world full of noise, distraction, and endless opportunities to pull our attention away from ourselves. Yet the answers we're searching for are not out there – you know this.

Focus isn't about forcing – you know that by becoming present enough you're going to notice what deserves your energy in the first place.

The pages that follow are designed to help you do exactly that.

Take what serves you.

Experiment with the practices.

Reflect on the questions.

Most importantly, trust your own experience.

Because no book, coach, teacher, or expert can do the work for you.



THE PATTERN YOU CAN'T SEE

Before we can focus on what matters, we need to understand what is currently competing for our attention. Many of us move through our days without ever stopping to ask where our energy is actually going. We become busy, reactive, and distracted without recognising the habits driving those behaviours. Before anything can change, we need to pause and take inventory.

Start noticing your patterns.

- How do you begin your mornings?
- What drains your energy?
- What consistently helps you feel calm, focused, and clear?

The answers are already present.
The challenge is creating enough space to hear them.

Reflection Practice

Start your morning with intention. Spend ten minutes with:

- Movement
- Breath
- Gratitude
- Silence

Then ask:

- What would support the version of me I'm becoming?
- If I had nothing to prove, what would today look like?

5 PRACTICES TO HELP YOU SPOT THE PATTERN

Most patterns become visible when we slow down long enough to notice them.

01

Start Before The World Gets Access To You

Before checking your phone, email or messages, give yourself ten minutes. Use that time to check in with yourself first. Notice how you're feeling, what is on your mind, and what matters most today.

02

Notice What Repeats

Pay attention to situations that consistently leave you feeling overwhelmed, frustrated or drained. Patterns often reveal themselves through repetition. If the same challenge keeps appearing, there is usually something underneath asking for your attention.

03

Track Your Energy

For one week, notice what gives you energy and what takes it away. You don't need a complicated system. A simple note on your phone is enough. Awareness often creates change on its own.

04

Follow The Distraction

The next time you find yourself scrolling, switching tasks, procrastinating or avoiding something, pause and get curious. Ask yourself: "What am I avoiding right now?" Distraction is often a clue.

05

Trust The Clues

Your patterns are constantly giving you information. The things that energise you, drain you, frustrate you or inspire you are all pointing towards something important. The more attention you pay, the clearer those signals become.



THE COST OF LIVING ON AUTOPILOT

Many of us move through life without ever really stopping to ask whether the direction we're heading in is one we've consciously chosen. We wake up, check our phones, answer messages, respond to demands, solve problems, and repeat the cycle again tomorrow.

Days become weeks. Weeks become years. And somewhere along the way, we can lose sight of what actually matters.

Living on autopilot isn't always obvious. In fact, from the outside it can look like success. You're busy, productive, and responsible. Yet underneath, you know something feels off.

The danger of autopilot isn't that it keeps us stuck, it keeps us distracted long enough to forget we have a choice.

A choice about:

- How we spend our time?
- Who gets access to our energy?
- What kind of life are we building?

Reflection Questions

- Where in my life am I operating on autopilot?
- What habits have I never consciously questioned?
- What am I saying yes to out of habit rather than intention?
- What would I do differently if I slowed down enough to choose?
- What matters most to me right now?

LIFE BY DEFAULT OR BY DESIGN?



Where do your daily actions feel out of alignment with what matters most?

What gives you energy that isn't currently getting enough space in your life?

What deserves more of your attention moving forward?



THE NOISE PROBLEM

In a world designed to compete for your attention, choosing what receives your energy becomes a conscious practice. Not everything deserves immediate access to you. Not every notification needs a response, not every opinion needs consideration, and not every opportunity needs a yes.

Many of us spend so much time consuming information that we rarely create space to hear our own thoughts. We move from one input to the next, often without noticing the effect it has on our focus, energy, and sense of direction. As the noise increases, clarity decreases.

Focus is a radical act in a distracted world. It requires ownership of your attention, your habits, and the environments you place yourself in. The goal is not to eliminate every distraction. It is to become more intentional about what you allow into your mind and what you choose to give your energy to.

Ask yourself:

- What information am I consuming daily?
- Is it helping or distracting?
- What would happen if I reduced the noise by 20%?

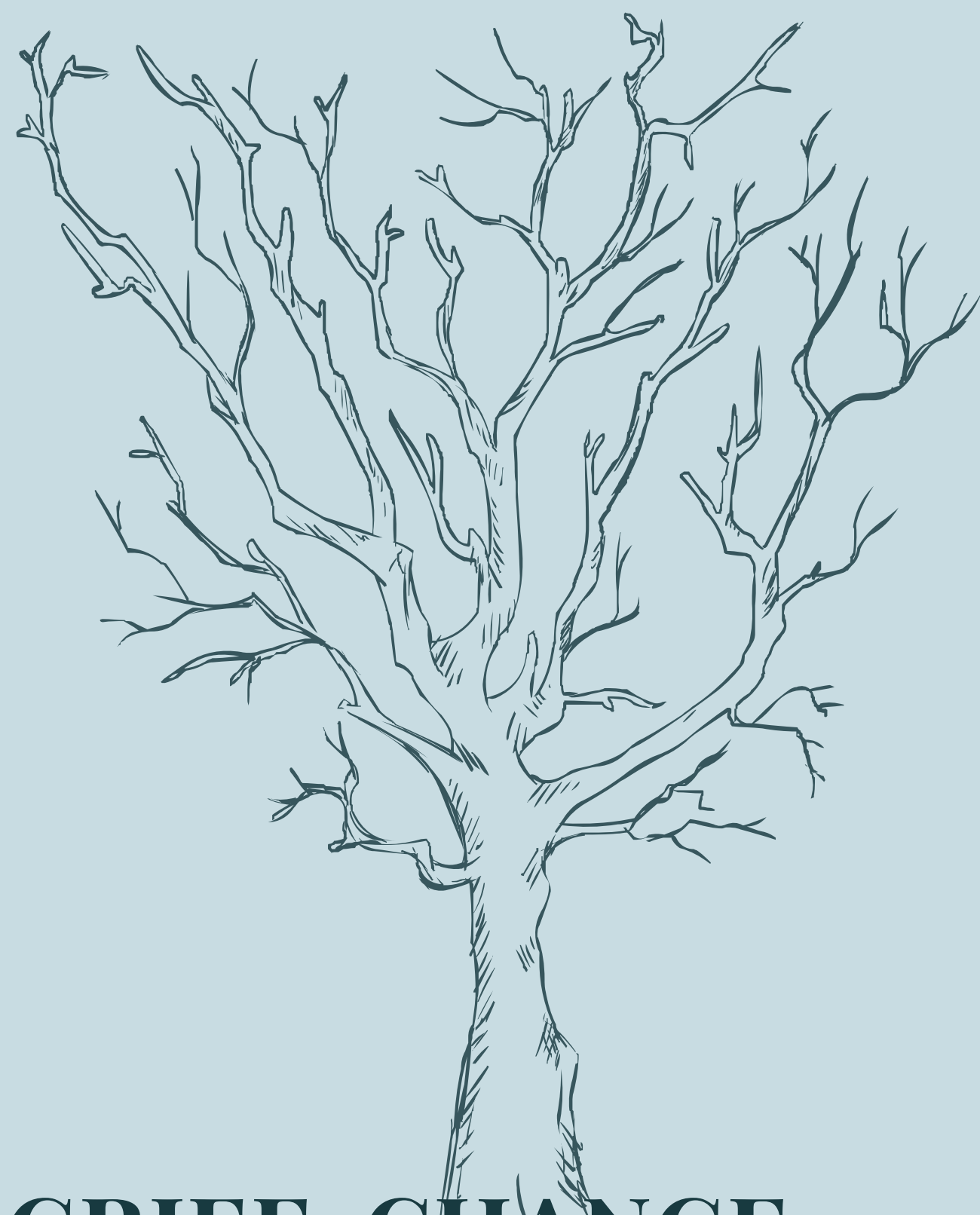
THE NOISE AUDIT

Choose ONE source of noise to reduce this week.

- ☐ Social Media
- ☐ Notifications
- ☐ News
- ☐ Email
- ☐ Overthinking
- ☐ Other People's Opinions
- ☐ Self-Criticism
- ☐ Fear of missing out
- ☐ Other: _____

Which area creates the most noise?

Which area would create the biggest positive impact if reduced and why?



WHAT GRIEF, CHANGE AND LIFE CHALLENGES TEACH US ABOUT FOCUS

The human process is emotional. You cannot bypass this through logic, or spirit alone. The most difficult phases of life often reveal what matters most.

Grief. Loss. Major transitions. Unexpected endings.

These experiences have a way of stripping away illusion. Suddenly, the things we thought were urgent become less important. The endless busyness, distractions, and demands lose their grip. What remains are the people we love, the values we hold, and the way we choose to spend our days.

Grief is a teacher, not an identity. The lesson is not the pain but what the pain reveals. Difficult seasons invite us to slow down, reassess, and reconnect with what is truly important. They remind us that life is precious, time is finite, and our attention is one of our most valuable resources.

When everything falls away, what remains becomes obvious. Not status, not perfection, not keeping everyone happy. What remains is meaning, connection, contribution, and the courage to live in alignment with what you know to be true.

WHAT CHANGE CAN TEACH US?

*Change is uncomfortable, it is not meant to be easy.
Change creates space to reflect, gain perspective, and
make more intentional choices.*

01

AWARENESS

Recognise what
this season is
teaching you.

02

ACCEPTANCE

Stop fighting what is
happening and begin
listening to it.

03

PERSPECTIVE

Notice what suddenly
feels more important
and what no longer
does.

04

ALIGNMENT

Bring your time,
energy and choices
closer to your
values.

05

ACTION

Take one small step
towards what
matters most.



LIVING IN RHYTHM, NOT RESISTANCE

Many people try to force productivity and have it twisted. They push through exhaustion. Ignore their natural energy. Work against themselves.

Focus becomes easier when we work with our rhythm and understand our system holistically rather than fighting it. Many of us have been taught that success comes from pushing harder, staying busy, and constantly doing more. Yet some of our best ideas arrive when we stop forcing.

In a walk. In the shower. Sitting quietly with a cup of tea. When we create enough space to listen, clarity often arrives on its own.

Living in rhythm requires trust. Trust that rest is productive and that recovery is part of progress. Take time to acknowledge how far you have already come. Many of us move straight to the next goal without ever pausing to recognise our progress.

Celebrating small wins builds confidence, reinforces momentum, and reminds us that growth is happening, even when it feels slow.

RHYTHM CHECK-IN

*Take a moment to reflect on your current rhythm.
Rate each area from 1-5.*

*1 = Rarely True 2 = Occasionally True 3 = Sometimes True
4 = Usually True 5 = Consistently True*

STATEMENT	1	2	3	4	5
I work with my energy rather than against it.	☐	☐	☐	☐	☐
I know when I do my best thinking.	☐	☐	☐	☐	☐
I notice when I am becoming depleted.	☐	☐	☐	☐	☐
My schedule supports what matters most.	☐	☐	☐	☐	☐
I give myself permission to slow down when needed.	☐	☐	☐	☐	☐
I am working in a way that feels sustainable.	☐	☐	☐	☐	☐

What did this evaluation reveal about your current rhythm?

What small adjustment would help you work more with yourself?



EMOTIONAL REGULATION & SELF-TRUST

When we are overwhelmed, anxious, stressed, or mentally overloaded, more planning and preparation rarely help. We try to think our way out of a state that requires us to feel, process, and regulate first. Before trying to optimise your days, regulate. A calm mind makes better decisions, and a regulated nervous system creates the conditions for better focus, perspective and decision making.

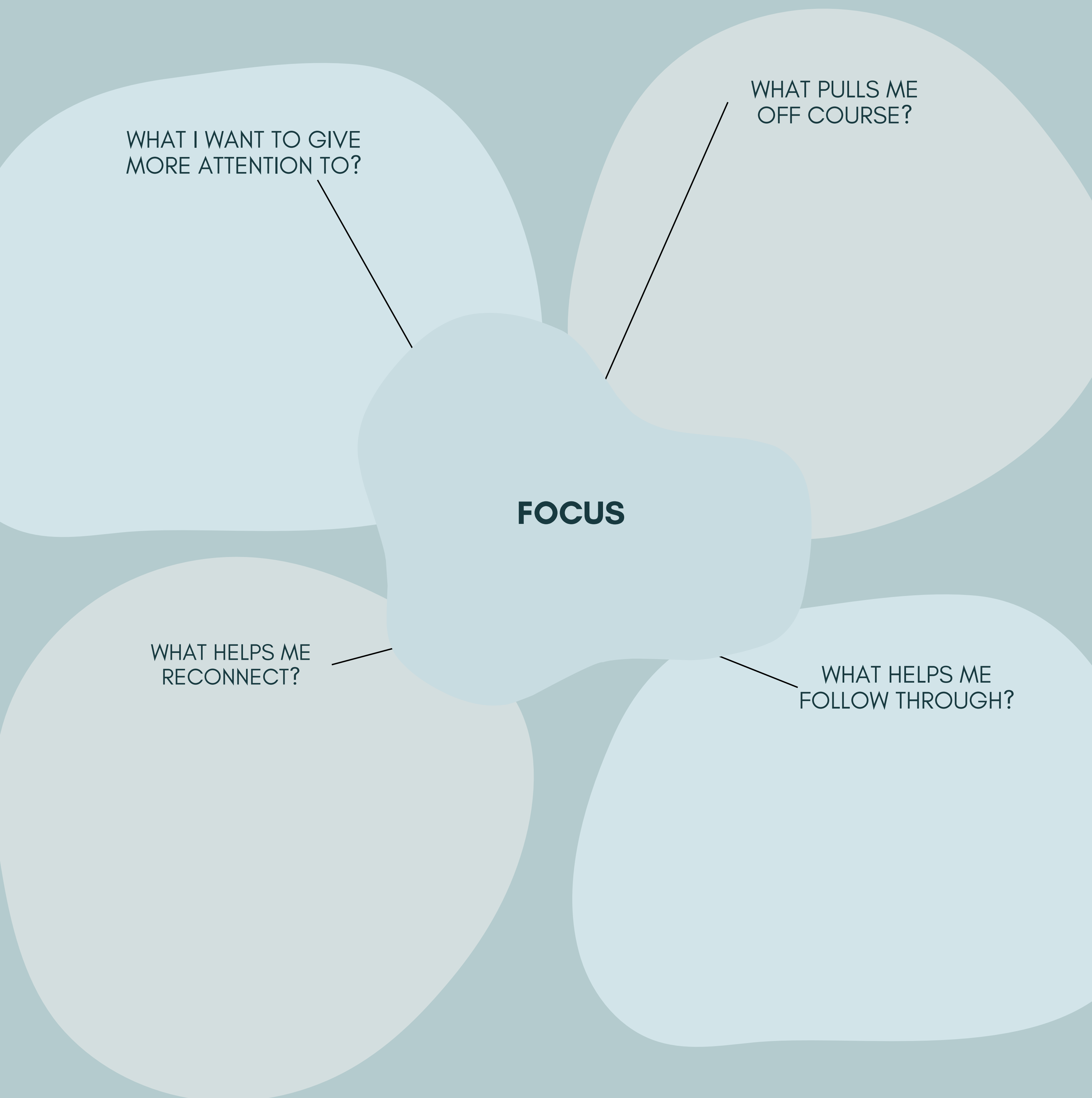
If you're caught in a spiral, sitting down and trying harder is not the answer. Sometimes the most productive thing you can do is step away, move your body, take a walk, breathe deeply, or spend a few moments in nature. Many of our best ideas arrive when we stop forcing. Clarity emerges in the spaces between thoughts, not in the pressure to find an answer immediately.

Confidence is built through evidence, and self-trust develops when you consistently do what you say you will do. Every action becomes a vote for the person you are becoming. The more you practice this, the less you rely on perfect conditions and the more you learn to create stability from within.

Can you trust yourself to return to what matters?

THE SELF-TRUST MIND MAP

Self-trust is built through small actions repeated consistently over time. Use this exercise to help you identify the patterns, practices and, priorities that support your focus and wellbeing.



FOCUS ON WHAT MATTERS

SIMPLE FOCUS PRACTICE FOR THE NEXT 30 DAYS

Try these things every day, each week adding another micro habit to your day and stack them over a month. Soon you will choose one thing, optimise your schedule, reduce distractions, and see your progress.



One Thing

CLOSING REFLECTION

An intelligent mind can generate endless possibilities.

That is a gift, when the energy is harnessed.

Real progress doesn't come from pursuing everything.

Progress begins when you choose.

Not forever.

Just for now.

Choose the thing that matters.

Give it your attention.

Protect it.

Nurture it.

Return to it.

Again and again.

Presence & focus is not something you have.

It is something you practise.

And what you practise, grows.

-C.B

What Now?

*Connect with me for weekly or monthly Accountability
and support to stack and sustain new habits.*

*With consistency, within 90 days you'll shift.
Progress guaranteed.*

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-C.B