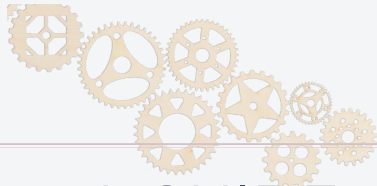


Helen Luxford



A GUIDE

SELF-CARE
for **HACKS**
BUSY WOMEN



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Join the facebook group

hello



I'm Helen, a life coach with over a decade of experience in guiding individuals to rediscover joy and purpose amidst life's busyness.

My journey began with personal challenges — balancing work, family, and self — which taught me the profound importance of intentional living.

These experiences, combined with my extensive training, have equipped me to help others navigate similar paths.

I've been in those shoes, feeling exhausted, overwhelmed and lost.

Through years of introspection, study, and helping countless women, I've curated tools and insights that genuinely make a difference.

In this guide, you'll find wisdom shaped by authentic experiences. I invite you to journey with me, to rediscover that radiant joy and purpose you might feel you've lost along the way.

Because every woman, including you, deserves to live the life they want, and to feel valued, loved, and respected.

with love and light

Helen

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What is **SELF-CARE**



When you hear the words "Self-Care" what comes to mind for you?

Most people I speak with think of taking a bath or having a massage, but it's so much more than that.

Self-care, in essence, is the deliberate act of taking time to tend to your physical, emotional, and mental well-being.

Yep, all three areas, not just one

It's a conscious decision to prioritize yourself amidst the demands of daily life.

While the term has become trendy, the practice is timeless and rooted in understanding that to serve others and lead a fulfilled life, one must first take care of oneself.

For many busy women, the very concept might seem foreign or even indulgent.

But let's debunk that myth right now:

self-care isn't selfish. It's necessary.

In fact, self-care is being "self-full" - because how can you share from an empty cup?
- you can't!

In the whirlwind of responsibilities—whether it's as a professional, a mother, a wife, a friend, or often all these roles combined—women find themselves stretched thin. This constant of busyness can lead to burnout, fatigue, and even health issues.

This is where self-care steps in.





About

SELF-CARE

Taking care of yourself does not mean being selfish or indulging yourself.

Self-care means taking care of yourself so you can live a healthy, fulfilling life, do your job, help others, and accomplish all that you want to accomplish in a day.

You can take care of yourself by doing things you enjoy so you can remain physically, mentally, and emotionally healthy for the rest of your life.

It's beneficial in many ways, including better health and well-being.

Regular self-care can:

- Reduce stress and anxiety.
- Improve overall well-being and health.
- Enhance self-esteem and self-awareness.
- Strengthen resilience against challenges.
- Boost productivity and creativity.

Remember, self-care isn't just about spa days and bubble baths (though those are lovely!).

It's about creating awareness around your energy drainers and givers and creating space and time for you to reset, recharge and regenerate - it's about creating "me time".



Why is **SELF-CARE** Important?

In the modern world, where multitasking is often celebrated, it's easy to lose oneself, to lose sight of what's important to us and what we need to keep going.

But as the saying goes, "You can't pour from an empty cup."

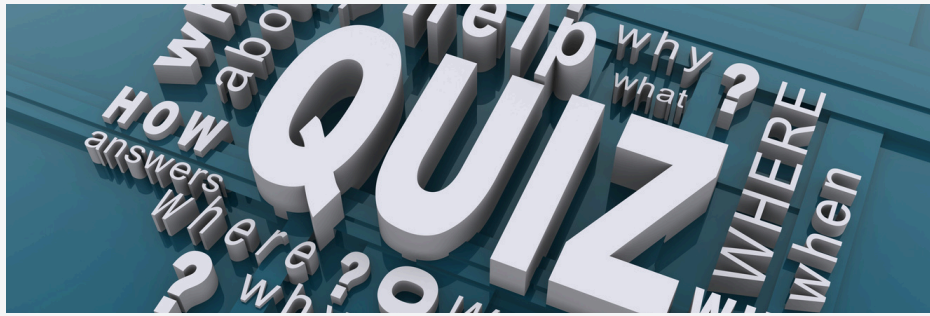
By regularly practicing self-care, you ensure that your "cup" remains full, or at least doesn't run dry.

Take a moment now to think about your **Mind, Body and Soul** and how do you nurture each of them?

Do you regularly practice to keep them in shape? Most people do for their body - they do some sort of exercise, however we often forget about practicing to keep our mind and soul recharge.

By building in self-care practices into your daily routine, you will find that you 'create more time' because you're taking a break to re-energise and re-charge yourself - this leads to improved physical, mental and emotional wellbeing. It can also contribute to better sleep, increase awareness around choices that give you energy or drain your energy and helps you to understand what's important to you and allows you to live more intentionally.

Complete the short activities on the next two pages to help you focus on where you're at and what you'd like.



Start

WHERE YOU'RE AT

A good starting point is where you're at now. So take this short quiz below to help you identify where you're going great in self-care and the areas where you could potentially give a bit more focus.

For each statement below, rate yourself from 1 to 5 for each question - go with your first reaction.

1. Rarely or Never, 2. Occasionally, 3. Sometimes, 4. Often, 5. Always

write the corresponding number here

Physical Self Care

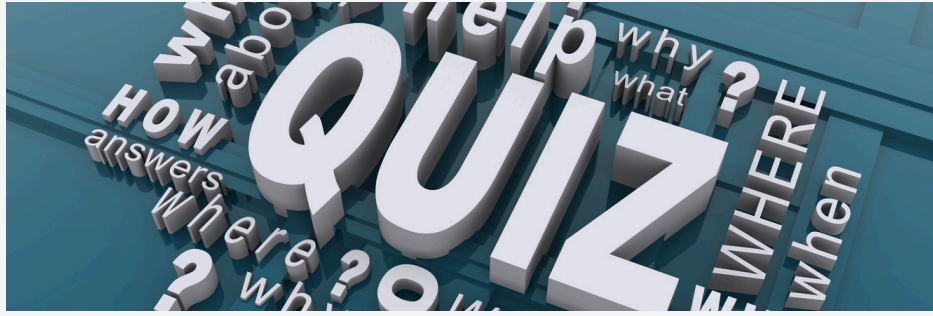
- 1. I get at least 7-8 hours sleep each night _____
- 2. I eat balanced, nutritious meals regularly _____
- 3. I engage in some form of physical activity or exercise at least weekly _____
- 4. I take breaks throughout the day to stretch or rest my body _____
- 5. I drink enough water to stay hydrated (>6 glasses a day) _____

Mental/Emotional Self-Care

- 1. I make time to relax and de-stress during the week _____
- 2. I have healthy outlets for expressing my emotions (journaling, talking to a friend etc) _____
- 3. I practice mindfulness, meditation or deep breathing exercises _____
- 4. I set boundaries and say "no" when necessary to protect my mental health _____
- 5. I avoid self-criticism and practice positive self-talk _____

Social / Connection Self-Care

- 1. I regularly spend quality time with friends, family or loved ones _____
- 2. I reach out to others for support when I need it _____
- 3. I have relationships that uplift and energise me (supportive people) _____
- 4. I communicate openly and honestly with those around me without fear _____
- 5. I participate in social activities that bring me joy _____



Start

WHERE YOU'RE AT

*For each statement below, rate yourself from 1 to 5 for each question
- go with your first reaction.*

1. Rarely or Never, 2. Occasionally, 3. Sometimes, 4. Often, 5. Always

Spiritual Self-Care

1. I engage in activities that make me feel connected to something greater than myself (meditation, prayer, nature walks etc) _____
2. I set aside time for reflection and/or introspection _____
3. I regularly practice gratitude and appreciate the positive things in my life _____
4. I align my daily actions with my values and beliefs _____
5. I seek purpose and meaning in my daily activities _____

Now add up all the numbers in the right hand column from each answer to get your **total score**. _____

Scoring:

- 20 - 40** Your self-care could use some focus and attention.
Start with small steps and incorporate ONE habit that nurtures your well-being.
- 41 - 60** You're on the right track, but there's room for improvement.
Focus on one or two areas where you scored lower, to build a stronger foundation for your self-care and self nurturing.
- 61 - 80** You're doing a great job of taking care of yourself and nurturing your soul.
Keep up the good work and continue making self-care a priority.



Take a moment right now.

Grab a piece of paper or open a note on your phone.

Write down **three** things that make you genuinely happy and bring you peace.

It could be as simple as creating space and time to eat your lunch without interruption, making time for reading a book, taking a walk, connecting with spirit, God, the Universe, or having a cup of tea.

Commit to doing at least one of these things for yourself in the next 48 hours.



1.



2.



3.



SELF-CARE PLAN



GOALS FOR MY MIND



.....



.....



.....



.....



GOALS FOR MY BODY



.....



.....



.....



.....



GOALS FOR MY SOUL / SPIRITUAL CONNECTION / CONNECTION WITH SELF



.....



.....



.....



.....



Understanding the many facets of **SELF-CARE**

When you hear the term "self-care", what springs to mind?

For many, it's pampering oneself with spa days or indulgent treats. While these can certainly be forms of self-care, the concept is so much broader and deeper.

Self-care encompasses physical, emotional, mental, and spiritual practices that nurture our overall well-being.

7 Practical Ways to Incorporate Self-Care

1. Physical Self-Care: This isn't just about gym workouts.

It's any activity that improves your physical health. This could be a brisk walk, yoga, dancing, or even stretching exercises during a work break.

2. Emotional Self-Care: Allow yourself to feel, process, and express emotions.

This might mean journaling, talking with a trusted friend, or seeking professional counseling.

3. Mental Self-Care: Stimulate your brain in different ways.

Read a book, solve puzzles, learn a new hobby, or even take short breaks during work to avoid mental fatigue.



Understanding the many facets of **SELF-CARE** ... Continued

4. Spiritual Self-Care: Connect with your inner self, whether through meditation, prayer, nature walks, or any practice that aligns with your personal beliefs.

5. Social Self-Care: Engage in positive social interactions. Spend time with loved ones, join a group or club with similar interests, or simply engage in community service.

6. Sensory Self-Care: Engage your senses in rejuvenating ways. This could be listening to calming music, using aromatherapy, tasting a favourite treat, or enjoying a warm bath

7. Digital Detox: In today's hyper-connected world, taking time away from screens is essential.

Set aside certain times in the day, or even a whole day in the week, where you disconnect from digital devices.



Next 7 days . . . CHOOSE ONE!

For the next seven days, choose one form of self-care from the lists above and build that into your routine. Observe the positive changes and add in more when you're ready.

It doesn't have to be time-consuming.

Just 10-15 minutes can make a significant difference.

At the end of the week, reflect on how each practice made you feel and consider integrating the most impactful ones into your regular routine.

Remember, self-care is highly personal.

What works for one person might not work for another.

The key is to find practices that resonate with you and make you feel rejuvenated.

As we move forward in this guide, you'll discover more in-depth ways to cultivate these habits.

7 DAY

SELF CARE TRACKER

Keeping track of your actions can help you stay on track and achieve your goals.

Write below at least one action you can take against each of the 7 self-care foundations listed above and mark them off each day as you create space in your life to prioritise you.

WEEK COMMENCING: _____

HABIT / SELF-CARE STEP	(S)	(M)	(T)	(W)	(T)	(F)	(S)
01 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
02 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
03 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
04 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
05 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
06 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
07 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
08 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
09 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REFLECTION NOTES



WHY

ESTABLISH A ROUTINE?

Consistency is the cornerstone of effective self-care.

While one-off activities are great, it's the habits we embed into our daily lives that truly cultivate long-lasting well-being.

For busy women, this might sound daunting, but fear not!

Self-care routines don't need to be time-consuming; they just need to be consistent.

Simple Routines for Everyday Self-Care

Start the Day On The Right Note:

As soon as you open your eyes, take a breath, put your hand on your heart and say to yourself

"I am important, I am worthy" and repeat it three times.



Mindfulness:



Begin your day with 5 minutes of deep breathing or meditation.

This sets a calm and focused tone for the day ahead.

Google to find one that you relate to or visit my [YouTube Channel](#) for a variety of mindful meditation options from 1 minute up.

Hydration Habit: Start your day with a glass of water before you reach for that coffee.



Keeping hydrated boosts energy, improves skin health, and aids digestion.



WHY ESTABLISH A ROUTINE

... continued

Simple Routines for Everyday Self-Care ... continued

Daily Gratitude:

Take a moment each night to jot down three things you're grateful for. Over time, this practice can significantly improve your outlook on life.

Movement Breaks:

Especially if you have a desk job, ensure you stand and stretch every hour. These brief moments can relieve tension and increase circulation.

Digital Downtime:

Set aside a specific time in the evening, perhaps an hour before bed, where screens are off-limits. This can improve sleep quality and give your mind a much-needed break.

Skin-care Ritual:

Beyond the aesthetics, a simple skincare routine can be therapeutic. It's a few moments just for you, and your skin will thank you.

Weekly Self-Reflection:

Dedicate 10 minutes each week to check in with yourself.

How are you feeling? What went well?

What do you hope for in the upcoming week?



Choose Two!

Choose two routines from the list above that resonate with you.

Implement them for the next two weeks.

Create reminders if needed, whether that's a post-it note on your bathroom mirror or an alarm on your phone.

After the two weeks, evaluate how these routines have impacted your well-being.

If they've added value, consider making them permanent fixtures in your life.

Introducing self-care routines into your daily life might require some adjustments initially, but over time, they become your daily habits, they become your second nature.

As you move through this guide, consider how each new practice might fit into your existing routines or how you might adapt to accommodate new ones.

Remember, the journey to well-being is ongoing and ever-evolving.



Find Your **SELF-CARE HABITS**

Every individual is unique, and so are their self-care needs.

The best self-care routines are not necessarily the most popular ones but those that align with your personal needs, values, and lifestyle.

Let's delve into routines that have stood the test of time and have been found beneficial by numerous women worldwide.

Find what works for you - below are 11 tips to get you thinking about what could work for you - create your own list of things that you enjoy doing and build those into your daily habits.

Tried-and-True Self-Care Habits

Daily Mindfulness or Meditation: Even 10 minutes a day can help improve focus, reduce anxiety, and enhance overall well-being.

Regular Physical Activity: This doesn't necessarily mean hitting the gym. Dancing, walking, yoga, or any form of movement that you enjoy can boost mood and energy.

Reading: Whether it's fiction, non-fiction, or poetry, reading regularly stimulates the mind and provides an escape from daily stresses.

Deep Breathing Exercises: These can be done anywhere, anytime, and can instantly reduce feelings of stress or anxiety.



Find Your

SELF-CARE HABITS

... continued

Tried-and-True Self-Care Routines . . continued

Get Outside in Nature: Connecting with nature, helps to down regulate your nervous system, even if it's a short walk in a park, can ground us and provide a fresh perspective.

Regular Digital Detox: Setting boundaries with technology can help improve sleep, relationships, and mental clarity.

Affirmation Practice: Starting the day with positive affirmations can set a positive tone and boost self-confidence.

Skin-Care Ritual: A daily skincare routine isn't just about looking good; it's a form of self-respect and pampering.

Journaling: Beyond gratitude, journaling thoughts, feelings, and aspirations can offer clarity and act as a therapeutic outlet.

Setting Boundaries: Learning to say "no" and prioritising your well-being is a critical self-care practice.

Body movement: Next time you're feeling low, put on a playlist and move your body - moving your body up-regulates your system and get's stagnant energy moving.

You can literally "shake it off" and feel good for doing so.



How to **CREATE GOOD HABITS**

The Power of Habit

Habits are the daily rituals and behaviors we perform, often without thinking.

When shaped positively, they can become the foundation of a fulfilling and balanced life.

Creating good habits can be transformative, helping us achieve our goals and maintaining a sense of order amidst the chaos.

Steps to Cultivate Positive Habits

Start Small: Rather than overhauling your entire lifestyle, begin with one or two small changes. This makes the process more manageable and less overwhelming.

Trigger & Routine: Link your new habit to an existing one. For instance, after brushing your teeth in the morning, spend five minutes in meditation.

Consistency is Key: It's vital to perform your habit consistently, especially in the early days. This helps in reinforcing the behavior and integrating it into your routine.



How to **CREATE GOOD HABITS**

... Continued

Track Your Progress: Use a habit tracker or journal. Visually seeing your streaks can be motivating and encourages you to keep going.

Reward System: Celebrate milestones. After 30 days of consistent journaling, treat yourself to something you love.

Stay Accountable: Share your goals with a friend or family member. Knowing someone else is aware can push you to stay on track.

Limit Distractions: Identify potential distractions and eliminate them. If social media hampers your morning routine, consider app blockers or place your phone in another room.

Stay Flexible: While consistency is crucial, it's also essential to be adaptable. If something isn't working, tweak it.

Educate Yourself: Read about the benefits of the habit you're trying to cultivate. The more you know about its positive impacts, the more likely you are to stick with it.

Visual Reminders: Place notes, posters, or visual cues in areas you frequent, reminding you of your new habit.



Action Step:

Identify one habit you'd like to cultivate over the next month.

Break it down into smaller actionable steps and decide on a reward for when you achieve a certain streak, like 7 days, 14 days, and 30 days.

Share this goal with someone you trust and ask them to check in with you daily or weekly.

Benefits of Good Habits

Structures Daily Life:

Routine can bring a sense of order and predictability.

Achieve Long-term Goals:

Small daily actions compound over time, leading to significant outcomes.

Boost Self-esteem:

Every time you stick to a good habit, it's a win, enhancing self-confidence.



The Importance of **NOURISHING FOOD**

Before we delve into the how, let's understand the **why**.

Food is not just fuel for our bodies;

it's nourishment for our souls.

What we consume directly affects our energy levels, mood, and overall well-being.

For busy women constantly on the move, ensuring a balanced diet can become a secondary concern.

However, investing time in planning healthy meals can save us from future health complications and daily fatigue.



The Importance of **NOURISHING FOOD**

Quick Tips to Plan Healthy Meals

Start with a Weekly Plan: Take 30 minutes each week, perhaps on a Sunday, to jot down a basic meal plan. This not only saves time during hectic weekdays but also reduces the stress of last-minute decisions

Batch Cooking: Prepare certain components of your meals in batches. For instance, grill a batch of chicken or make a pot of quinoa. These can be used in salads, wraps, or other dishes throughout the week.

Smart Grocery Shopping: Stick to the perimeter of the store where fresh produce, meats, and dairy are usually located. Avoid the inner aisles which are often laden with processed foods.

Keep Healthy Snacks Handy: Stock up on nuts, seeds, yogurt, and fresh fruits. Having these within reach prevents reaching for unhealthy alternatives when hunger strikes.

Stay Hydrated: Sometimes, our bodies confuse thirst with hunger. Ensure you're drinking enough water throughout the day. Consider infusing your water with fresh fruits or herbs for an added flavor boost without added sugars.



WEEKLY MEAL PLAN

For the upcoming week, try the weekly planning approach.

Dedicate 30 minutes to plan out your meals, making sure to incorporate a protein source, healthy fats, and plenty of vegetables in each meal.

Write down your plan and display it in a place you'll see daily, like on the fridge.

This visual reminder will keep you on track and reduce the temptation to opt for less nutritious choices.

Eating healthy doesn't require drastic changes but mindful choices.

*Eating healthy doesn't require drastic changes,
but mindful choices.*

*As we progress through this eBook, remember that
every small step towards self-care contributes to your
journey towards holistic well-being.*

Weekly MEAL PLAN

	BREAKFAST	LUNCH	DINNER	SNACKS	FROM: / / TO: / /
MON					SHOPPING LIST <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
TUE					
WED					
THU					
FRI					
SAT					
SUN					

SELF-CARE

Recommendations



Create a skin care routine - cleanse and moisturise each day to rejuvenate your skin



Invest in some nice bath salts, relax and enjoy the aroma



Buy some comfortable PJ's that make you feel good



Find an easy to make, nourishing breakfast that makes you feel good



Spend 5 minutes at the end of the day writing down your thoughts or your "To Do List" for tomorrow



Stay hydrated, keep a bottle of water with you all the time

Some suggestions on things that allow you to reconnect with and nourish yourself



Click [here](#) for more



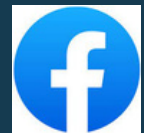
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