

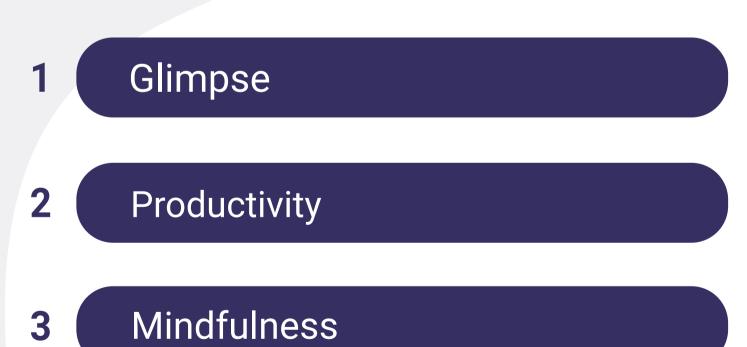
#### Issue #14 Mindfulness & Productivity







### **Table of Contents**





#### Did you Know? 4

### 5

## **Therapy Stories**



### Glimpse

#### **MindFicent Series**

Under its belt, the Student Wellness Cell has finished the fifth session titled 'Road to Recovery: Psychotherapy for All'. Ms Deepanwita Roy, speaker for the session, provided insightful inputs on the dimensions of well-being, mental health continuum and psychotherapy.

She explained the mental health continuum with real life case examples. In addition, she focused on the importance of psychotherapy, how to identify the warning signs and who to consult. She highlighted that self-care and well-being can look different for each one of us and taking care of it is essential. The difference between anxiety and panic attacks was clearly explained and towards the end of the session, she briefed the students on how to take care of someone with mental health difficulties. Students from various schools actively participated in the session.



#### **Human Library**

The Student Wellness Cell organized its third human library event which was graced by the active participation of students, staff & faculties. The session was inaugurated by a welcome address by Dr Bhanu Sree Reddy, Dean, School of Business, and Dr Venugopal, Dean, School of Law, Woxsen University. The respected guests focused on the importance of these initiatives and talked about some inspiring stories from their lives. The human books and the readers shared some remarkable, life-changing stories during the event and inspired many to come forward and share their journeys as well.





#### Woxsen-Monmouth Elevate Program

A total of twelve new Instructors from four schools joined the Elevate Program to teach the children Mathematics, English, Social Sciences and Life-Skills. The classes organized are engaging and enriching which brings forth the true potential of every child.









### Productivity

Productivity is the amount of meaningful and efficient work we do in a period of time minus the distractions in order to get closer to a goal. Coming to work, it is necessary to focus on the quality of the work rather than the quantity.

#### **Pebbles and Productivity**

Back in 2015, I recall doing an experiment with my classmates. My teacher walked in with a bottle, sand and pebbles. The task was to fit all the stones and sand in the bottle. We tried to put everything inside the bottle and always ended up with few of

> rocks outside the bottle.

She later demonstrated the technique to us, and we were all taken aback. The idea was to start with larger stones, then pebbles, and finally sand. The larger rocks represent the more difficult jobs that will take longer to complete. By concentrating on these first, we will have more time to do the other little tasks.

To summarise, if we devote time to complete the most essential chores, we will have enough time to do the smaller things afterwards.

Here are several things I follow to stay productive in my everyday life:

#### 80 – 20 RULE

I usually associate productivity with the quality of work and the speed with which it is completed. And in this process, the 80 – 20 Rule, also known as the Pareto principle, is an additional component in my approach that helps me be more productive. In layman's terms, the principle states that 20% of your actions will help you achieve 80% of your goals. Also helps in making smarter decisions. Think about the things that made huge impact and helped you reach your goal.





6

#### To-do list

Making a list will help you keep track of your goals, also helps in prioritizing what is essential at the moment whitch could aid you in your long-term goal. The list can be made weekly or monthly with short term and long-term goals. The tasks can be separated according to how important they are to your goal at the moment and can be done accordingly.

#### **Eliminate distractions**

It is necessary to overcome procrastination and other distractions in order to be more efficient. Let us consider a student who is studying for a test. He develops a list of potential distractions that could possibly keep him distracted from the process. If he can keep those distractions at bay until he's finished preparing, he would have accomplished his goal.

#### "Action is the foundational key to all success." - Pablo Picasso

Imagine if Pablo compiled a list of things he wanted to accomplish, such as paintings he wanted to create/ locations he wanted to visit for inspiration. If all he did was write up lists rather than actually putting them in action, his renowned paintings would cease to exist. And hence, setting goals is crucial, but so is taking action.

#### **Sri Harshi Singiri** BBA 2020-23 Content Writer, SWC







## Enhancing Productivity through Mindfulness

The concept of Mindfulness is derived from Buddhist philosophy, which is all about critical and forthright self-evaluation with the objective of living a prosperous life.

The definition of mindfulness varies from person to person because it involves the assessment of the self, and it is difficult to put this diverse definition into words.

Mindfulness is, in its essence, the practise of being consciously cognizant of what is happening in the present moment.

So, in a simply put, Mindfulness = Thoughts – Distractions.

Mindfulness has been demonstrated to be beneficial, ranging from mental health treatments such as PTSD recovery, assisting people in having a more positive perception about themselves, and having a more positive outlook on life.

Although mindfulness is frequently referred to as a natural state, but research has proved that it is a skill that can be mastered through consistent practices. In this article, let us explore a few approaches to exercise mindfulness on a regular basis in order to be more productive in everyday life.



### 1. Meditation

Meditation is one of the most successful Mindfulness practises that has been documented thus far. Meditation is taking a moment to calm yourself by carefully evaluating and comprehending your thoughts without engaging in them. However, it is natural for us to find it difficult to clear our minds of thoughts. Don't discourage yourself for being unable to shut off your mind; it happens to everyone. However, a consistent effort of not engaging in your thoughts and simply observing them is most likely a first step in the right direction.

#### **2**. Focusing on the process

Another important aspect of mindfulness is focusing on the process or the journey rather than the outcome of it. Being in the moment definitely requires oneself to commit entirely to the task that is at hand rather than focusing on the consequence. This naturally promotes productivity because the person stays focused on the work rather than worrying about the indefinable future.

#### 3. Avoid Multitasking

As much as multitasking is regarded as a strength in increasingly hectic world, it has been repeatedly proved that it is one of the primary causes of decreased productivity. On the surface, task switching appears to be efficient, but it is extremely troublesome, time-consuming, and clumsy. Instead of managing multiple tasks at once, focus on one at a time. It is easier to prioritise tasks based on their importance and complete them one at a time.

#### 4. Get the right amount of sleep

According to the study, people who reportedly not get enough sleep have a significant decrease in productivity. Furthermore, it results in poor work performance, as tiredness reduces focus and creativity, as well as lengthens the time it took to complete a given task.

Getting enough sleep rests our brain's prefrontal cortex, which distinguishes humans from animals and is responsible for conscious thoughts and reasoning, such as empa-

#### thy, self-awareness, intuition, and creativity.





#### 5. Disconnect from things that drain you

In this highly connected digital world, we are constantly on social media and news portals. A continuous circulation of information can be overwhelming, making it difficult to clear distractions or thoughts that drain you. In today's highly connected virtual environment, staying mindful can often be as simple as taking a break from your smartphone. Every day take some time for yourself and stay connected to things that make you happy and that does not rely on an electronic device. It can be as simple as taking a walk, writing your journal and reflecting back on your day, or cooking something for you or loved ones.







10

## Did you know?

Mindfulness has been linked to enhanced decision making. We carefully understand how to make observations without getting caught up in thoughts or feelings when we practise mindfulness. When applied to decision making, this ability can assist us in weighing options more rationally and making an informed decision.

Mindfulness helps us to respond to a situation rather than merely react.





## **Therapy Stories**

"I have started seeking therapy over a year ago, and it was more or less to understand my mental health and problems that have been coming in my day-to-day lifestyle.

Starting the sessions was a very bold move to me personally, but once I started, it got easier with time. It has opened my mind to concepts I was never aware of, and this awareness has helped me start and continue my journey to work on myself - as my mental health has been my biggest priority and investment ever.

The things I've learned in the sessions have helped me understand my behavior, automatic responses, break everything down to its root cause and also build a path towards achieving my therapy goals.

I've still got a long way to go, but all that matters is I'm working on it and taking it one day at a time."

- Student from School of Arts and Design, Woxsen University





#### **Student Editorial Team**



K S SriKumar (BTech 2024)

Samhitha Reddy Gopidi (B.Arch 2025)

Anika Raj (BBA 2023)

#### Created by



Mahesh Chari. A Graphic Designer, Woxsen University



# FOLLOW US NOW

Corporate Office Gateway Jubilee, 2nd Floor, Road No. 36, Jubilee Hills, Hyderabad - 500 033, Telangana, India. T: +91 40 4444 8888 Campus Kamkole, Sadasivpet, Sangareddy District, Hyderabad - 502 345, Telangana, India. T: 08455 255555, info@woxsen.edu.in