

DEVELOP A PRESENT MOMENT MINDSET AND EASE YOUR LIFE!

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PRESENT  
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MINDSET  
*and Ease Your Life!*

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# *Develop a Present Moment Mindset and Ease Your Life!*

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## INTRODUCTION

It's hard to find anywhere in the world that isn't supporting the idea of a present moment or mindfulness mindset. A present moment mindset has been found useful in the treatment of chronic pain, anxiety, and depression. ***There are many benefits, both mental and physical, from living your life in a mindful manner.*** Mindfulness is a simple skill that can be learned by anyone.

Keeping your mind in the present avoids two negative emotions: regret and anxiety. If your mind is in the past, you're likely to feel regret. Allow the past to die. There's no reason to torture yourself.

Anxiety results from worrying about the future. If you're not thinking about the future, you can't worry about it.

There are many amazing things going on around you each day. You're just too distracted by your thoughts to notice and appreciate them.

***Adopting a present moment mindset will allow you to live your life to the fullest.***

You can appreciate the little things life has to offer. You'll no longer be trapped living in your head. ***Reality is all around you.***

*"Your destiny is to fulfill those things upon which you focus most intently. So choose to keep your focus on that which is truly magnificent, beautiful, uplifting and joyful. Your life is always moving toward something."*

*- Ralph Marston*

## What is a Present Moment Mindset?

While it's widely accepted that mindfulness is a positive thing, it's not quite as easy to find a definition accepted by everyone.

Here are a few definitions:

- *"A mental state achieved by focusing one's awareness on the present moment, while calmly acknowledging and accepting one's feelings, thoughts, and bodily sensations, used as a therapeutic technique." – definition of "mindfulness," oxforddictionaries.com*

- *"Mindfulness means paying attention in a particular way; on purpose, in the present moment, and non-judgmentally."* - Jon Kabat-Zinn
- *The practice of maintaining a nonjudgmental state of heightened or complete awareness of one's thoughts, emotions, or experiences on a moment-to-moment basis.* – Merriam-Webster

### **Consider a few examples of not maintaining a present moment mindset:**

- Sitting in a meeting at work, but thinking about your unpaid bills.  
Spending time at the park with your children, but your mind is focused on work or your weekend plans.  
You're watching television, but you're worried about the future or regretting the past.

***For our purposes, we'll define mindfulness as paying attention to your environment and your current activities.*** Ideally, most of your day will be spent focused on whatever you're doing and the things going on around you.

It isn't possible to do this 100%. It's important to plan for tomorrow and consider the future, but most of us spend far too much time focusing on anything but the present.

If you spend your time with one eye on your smart phone, one eye on the kids, and a third eye on the TV, you're not being very mindful. And both your physical health and mental health are suffering because of it. ***Living in the present moment increases your control over your life.*** Learn how to harness your attention.

*"Mindfulness is about love and loving life. When you cultivate this love, it gives you clarity and compassion for life, and your actions happen in accordance with that."*

*- Jon Kabat-Zinn*

## **Advantages of a Present Moment Mindset**

The list of benefits provided by a present mindset is nearly endless. Scientists are discovering additional benefits almost daily. ***One thing is for certain, it's doubtful you can do anything for yourself that would be more helpful than adopting a present moment mindset.*** It's challenging, but well worth the effort.

**Consider the advantages you can enjoy by keeping your mind in the present:**

**1. A present moment mindset enhances physical health:**

- Lowers blood pressure
- Enhances sleep
- Relieves stress
- Reduces chronic pain
- Changes brain structure and chemistry in a way that lowers the risk of future mental health issues
- Lowers the stress of cancer therapy
- Strengthens the immune system

**2. It enhances mental health, too:**

- Enhances social relationships with family, friends, and strangers
- Reduces anxiety and depression
- Enhances feelings of wellbeing, happiness, and a agreeableness
- Conscientiousness is enhanced
- Useful in treatment of eating disorders and substance abuse
- Obsessive compulsive disorder symptoms are lessened

**3. A present moment mindset also generates feeling of wellbeing:**

- Those that practice mindfulness develop attitudes that increase levels of satisfaction
- It's easier to enjoy the little things in life, because you're fully engaged
- Keeping your mind focused on the present minimizes the opportunities to worry about the future or feel regret over the past
- There is less concern with material or occupational success
- A present moment mindset permits the formation of deeper relationships

Hopefully, you're excited at the prospect of living a more present life. ***There are numerous benefits to being mindful on a consistent basis.*** The best news of all is the cost. It's 100% free! While mindfulness is simple, that doesn't mean it's easy. There are many challenges that pave the road to living in the present.

*“Mindfulness helps us freeze the frame so that we can become aware of our sensations and experiences as they are, without the distorting coloration of socially conditioned responses or habitual reactions.”*

*- Henepola Gunaratana*

## THE CHALLENGES OF DEVELOPING A PRESENT MOMENT MINDSET

Developing a present moment mindset is challenging. At first, you'll struggle and be uncomfortable. That's your brain pouting. ***It's important to persevere if you want to be successful.*** The most important factor is consistency. You can't change your focus after a week of hard work. However, you can change it after a few months of consistent effort.

Start small, but address the issue daily.

### Understanding the challenges that lie ahead will increase the odds of success:

- 1. The distractions never end.** Buddhist monks and nuns are required to be celibate. They are also forbidden from handling money or having any possessions beyond a few robes, a bowl, and a spoon. It's not that Buddhism considers sex, money, or possessions to be evil. It's a matter of eliminating distractions.
  - The more you try to focus on the present moment, the more the universe seems to throw distractions in your path.
  - Notice that most of your distractions have to do with the past and present, work, finances, and other people.
  - Avoid feeling frustrated. Use these distractions as great opportunities to practice a present moment mindset. If you can be present during the most distracting circumstances, everything else is easy!
- 2. Mindfulness requires diligence and continuous effort.** We've learned to expect gratification to arrive quickly. But changing your mindset takes time and effort. Fortunately, your practice is self-rewarding. ***The more you practice, the better you become.*** As your skill improves, you'll enjoy your life more.
  - The beginning is the most challenging part. Your constant struggle to control your thoughts and attention can sap your motivation and create a new type of stress, but it does get easier with practice.
  - Practice being present from morning to night. Be mindful from the time you wake up until you fall asleep. The more practice, the more your skills will grow

- If you want to be successful, you have to show up every day and give it your best effort. A present moment mindset requires 24/7 attention.
3. **Progress is often slow.** Your mind has been undisciplined for many years. You can't tame a wild monkey in a day. Your mind is like a wild animal that's been allowed to do as it pleases, often to your detriment.
- The people and things to which you're most attached are the hardest to give up thinking about.
  - Be aware that releasing your attachment to people and things makes it more likely they will find their way into your life.
4. **Your goals can interfere with your ability to be present.** Goals often become distorted, and we become overly attached to achieving them.
- If you feel negative emotions around the lack of achieving your goals, you're too attached. Impatience, frustration, anger, and general negativity are the negative emotions most often experienced when you're too attached to achieving a goal.
  - Goals are meant to provide a direction and a context to your optional daily activities. ***Avoid giving your goals the power to define you and your mental state.***
5. **Old habits die hard.** Habits are behavioral and thought tendencies that happen without thinking. Your current pattern of thinking and behaving has been in place for many years. It's also enjoyable on a certain level. Letting your mind wander to more interesting thoughts is entertaining and can distract you from boredom and other negative emotions.
- By being mentally present consistently, you can develop a new habit. It takes time. Be patient.
  - Learn to stick with your negative emotions. Avoid running away from unpleasant experiences. Stay focused on your task until it's completed.

Are you prepared for the challenges? Changing your focus and the way you view the world won't happen overnight. The real task is consistency. Trust that things will work out in the end and enjoy the process. ***You'll be amazed by how your view of the world is altered.*** Simple things will mean much more to you. Your level of satisfaction with your life will be enhanced.

Hang in there!

*“You practice mindfulness, on the one hand, to be calm and peaceful. On the other hand, as you practice mindfulness and live a life of peace, you inspire hope for a future of peace.”*

*- Thich Nhat Hanh*

## DEVELOPING A PRESENT MOMENT MINDSET

Developing a new mindset is a process. The process is quite simple. There aren't layers of steps that must be completed before moving to the next level. ***If you do enough tasks mindfully, your thought process and focus will change.*** How many tasks will it take? A lot.

Resolve to be as mindful as you can each day. It will be a struggle at first, but your ability will grow quickly.

**The process for developing a present moment mindset is simple:**

- 1. The most effective practice can be during routine activities.** These are often activities that require a minimal amount of attention. There's just enough going on to keep your mind partially occupied, but you're free to let your mind wander. Only, you're going to put an end to that!
  - Taking a shower, washing the dishes, driving to work, brushing your teeth, and eating are all routine activities that are perfect for practicing mindfulness.
  - During these routine activities, pay full attention to what you're doing. Notice when your mind starts to wander and gently bring your attention back to the current activity.
  - Notice how it's impossible to feel bad or stressed if your thoughts are anchored to your activity.
- 2. Start as soon as you awaken each day. *If you can get off to a good start, you're more likely to retain a present moment mindset throughout the day.***
  - Spend a few minutes in bed noticing your environment. List 5 things each that you see, smell, hear, and feel. How does your mouth taste?



- Then close your eyes and notice your breath traveling in and out of your body. Feel your chest rise and fall. Count at least 25 breaths. Keep your mind on your breathing.
  - As you're walking to the bathroom, think *Walking to the bathroom*.
3. **Waiting can be a great opportunity to be practice being present.** We spend a good amount of time waiting each day. We wait in traffic, at a red light, and at the checkout line. We wait for someone to get off the phone. We wait at the doctor's office.
- We have places to go and people to see, so waiting is a major source of frustration. Take advantage of the situation and use the opportunity to practice. Notice your environment or pay attention to your breath.
4. **Practice meditation.** You don't need a fancy cushion, a temple, or East Asian music to meditate. You need a quiet place and a comfortable position you can hold during the session. A chair is fine. Many people even practice walking meditation.
- ***Meditation trains your brain to be more efficient and improve focus.*** You have the opportunity to experience the best possible version of yourself.
  - Seek out a local teacher or other educational materials. There are many books available at your local library.
5. **Use a timer.** Find a simple kitchen timer or use an app for your phone or computer. Remind yourself to be mindful by giving yourself an hourly reminder. ***When the timer sounds, spend one full minute being as mindful as you can.*** With enough reminders, you'll soon find yourself spending most of the day in a present moment mindset.
- Link your mindfulness to other cues that happen several times each day. It might be eating or getting a drink of water. Between the cues and your timer, your progress will soar.
6. **Do one thing at a time.** Studies have shown that single tasking is much more effective than multi-tasking. Focus on one task at a time. If you're typing a report, just type the report. If you're taking a drink of coffee, focus on that.

7. **Be deliberate.** Instead of focusing on getting the task done, focus on doing it properly. Avoid shortcuts and do your best work. Avoid rushing or being haphazard.
8. **Take on fewer tasks, but get the important things done.** If you can complete a few critical tasks each day, every aspect of your life will improve. Most people distract themselves with meaningless tasks and avoid the most important things.
  - You'll have fewer things to do and avoid wasting your time.
  - Apply this idea to all parts of your life: *What's most important?*
9. **Take a moment between tasks.** It's common to rush from one task to the next, but it's important to inject a little space between tasks. A short break signifies the end of one activity. Sitting back down signifies the beginning of another. Keep your schedule relaxed and avoid planning too much into your day.

That doesn't sound too bad, does it? It's more tiresome than you would think. But after a few weeks, you'll feel much more relaxed. Even stressful days become quite easy. You'll find your mood is much more even. ***You'll also realize that much of your previous misery was self-inflicted.*** Get started today and start living in the present.

*"It takes a little bit of mindfulness and a little bit of attention to others to be a good listener, which helps cultivate emotional nurturing and engagement."*

*- Deepak Chopra*

## A PRIMER ON MEDITATION

The good news is that you already know how to meditate. You were born with the skill to meditate. Have you ever become so engrossed in something that you lost all track of time? Have you ever been so absorbed in the moment that you didn't hear someone talking to you? Meditation is no different.

However, meditation doesn't just include those fascinating activities. ***Meditation also includes the mundane.*** Can you become just as engrossed with the prospect of washing the dishes or putting on your socks? It is possible to put your meditation skills to practice in all situations.

Meditation provides a tool to give the everyday activities in your life the same reverence as you currently give the fascinating ones.

**Consider these points:**

1. **Meditation is simple and common.** Meditation isn't complicated. Meditation isn't mysterious. In the simplest sense, meditation only has a couple of steps.
  1. Pay attention to what is happening around you.
  2. When your thoughts wander to something else, go back to step #1.
  3. Repeat. What could be simpler?
2. **Awareness is a key component.** A beginning meditator will quickly allow his mind to wander. A lack of awareness results in a long period of time passing before noticing that his attention has wandered.
  - ***The development of awareness is the most important step for someone new to meditation.***
  - You're currently mindful in many circumstances. Meditation provides a means to be mindful in all situations.
3. **Meditation is portable.** You can meditate during any moment. You could be eating a sandwich or tying your shoes. Meditation can also be more formal where your full attention is on meditating.
4. **The breath is key.** There are several advantages to focusing on your breath. It's always with you. It's always happening right now. It's also a body process under your direct control. As long as you're breathing, you're still alive and hope exists! Breathing provides a connection to your body and physical experience.
  - Any free moment is an opportunity to meditate. You don't need a special place to sit. You only need a few seconds, if that's all you can spare. Bring your attention to your breath and leave it there as long as time allows.
  - If you have time to yourself, the greatest benefits can be found with a session of at least 20 minutes. If you're enthusiastic, 45 minutes is even better.
5. **Meditation is a process, not a result.** If you're focusing on your present moment and redirecting your thoughts back to the present, you're meditating. It's not necessary to reach a particular mental state before meditation begins. If you're following the steps, you're meditating.

- ***Your mind may be racing. That's okay. Notice that it's racing and redirect your thoughts.***
6. **Your religion is okay with meditation.** It could be argued that praying is a form of meditation. You can meditate very successfully without violating the rules of your religion. In fact, you'll find yourself paying more attention in church. Meditation doesn't even have to be spiritual. Paying attention isn't spiritual.
  7. **You already have everything you need to get started.** You can start meditating right here and now. The environment doesn't have to be quiet, though it will be easier. You don't have to be calm and relaxed, though it will be easier. Any props are optional.
    - If possible, set aside a room in your home for meditation. Even a small section of a room is fine.
    - A cushion can be helpful. Meditation cushions are often called a zafu. Sit on the cushion with your knees on the floor or on a mat.
    - Having a timer is useful. You don't feel the need to keep one eye on the clock. Keep going until the timer sounds.
  8. **Meditate!** If you're looking for step-by-step instructions, here they are.
    - Set your timer.
    - Take a seat in a position that you can hold for the allotted time.
    - Close your eyes or leave them slightly open.
    - Focus on your breathing. Feel the breath and count each one.
    - When your mind wanders, bring it back to the present. Ask yourself what is happening right now. List the things you see, hear, taste, smell, and touch. What do you feel in your body?
    - Return your focus to your breathing.
    - Continue the process of breathing and returning your thoughts to the present until your time expires.
    - That's as complicated as it needs to be.

***“Science and mindfulness complement each other in helping people to eat well and maintain their health and well-being.”***

***- Nhat Hanh***

## PRACTICING A PRESENT MOMENT MINDSET IN DIFFERENT ENVIRONMENTS

Every situation is a little different. ***It's important to master your present moment mindset in all situations and circumstances.*** Hitting a golf ball off the tee isn't the same as putting for the win. Being mindful at home won't do you much good at work. Practice in every possible environment.

### **Work**

If you work full-time, you spend at least 50 hours a week either getting ready for work, driving to and from work, and actually being at work. That's a lot of time. If you're like most employees, you probably feel like you don't have the time to worry about focusing on the present moment. ***But work can actually be one of the best places to practice.*** You might even get a promotion.

#### **Use your time at work to your advantage:**

1. **Make a list of things to do before you get to work.** The evening is the perfect time to make a work to-do list. You won't have to spend any time or energy figuring out how to start your day. Keep your list short and relevant.
2. **Have a work morning routine.** When you first get to work, perform your routine. It might be to check your mailbox, listen to any voicemails, and get a cup of coffee. Then just sit for a minute and focus on your to-do list.
3. **Start with the first item and stick with it until it's completed.** When your mind starts to wander, bring it back to the task at hand.
4. **When it's time for a break, focus on your break.** Find a place to sit for a moment or take a short walk. Be present.
5. **Eat your lunch mindfully.** Notice the feeling of the food in your mouth. Chew slowly. Focus on the taste.
6. **Use your timer.** Remember to meditate for one minute each hour.

7. **Be mindful on the drive home.** Be a responsible and safe driver by keeping your mind on your driving.

Being mindful at work will enhance your mood and productivity. ***Don't be surprised if your performance at work improves.*** You'll feel less rushed and get more done. Remember to focus on the most important tasks.

*“Mindfulness is so powerful that the fact that it comes out of Buddhism is irrelevant.”*

*- Jon Kabat-Zinn*

## **Home**

Most of us are either at work or at home. Our time at home is often more flexible, which is good and bad. It's easy to daydream the hours away or become distracted by the internet or TV. Use your time at home to your best advantage.

### **Be mindful at home:**

1. **Remember to use your mundane tasks as opportunities to practice.** Mowing the grass, vacuuming the floor, and folding laundry are excellent times to practice your present moment mindset.
2. **Mindfulness applies to communication skills, too.** When your family is speaking to you, focus all of your attention on listening to them. Watch how much your mind wanders while your precious child is telling you about her day at school. You'll be shocked!
  - You'll also be shocked by how much people appreciate someone that really listens and pays attention.
3. **Take walks.** Try to take a regular walk and use your present moment mindset skills. Notice what you see, hear, and smell during your walks. Feel the ground under your feet. Remember your breath, too.
4. **Meditate daily.** Meditation practice is practicing a present moment mindset under ideal circumstances. Get as much practice as your schedule will allow.

A present moment mindset at home is very important. **Home is where we worry and make ourselves unhappy.** Your family also needs you to be at your best. Make an effort to build your mindfulness skills at home.

*“That's been one of my mantras - focus and simplicity. Simple can be harder than complex: You have to work hard to get your thinking clean to make it simple. But it's worth it in the end because once you get there, you can move mountains.”*

*- Steve Jobs*

### ***Out in the Real World***

Though we spend most of our time at home or at work, there's a whole world out there. **The world is full of distractions and opportunities to practice being fully present.** It's an excellent training ground for dealing with the unexpected.

#### **Build your skills when you're out on the town:**

1. **Keep your mind and your eyes on the road.** While you're driving all over town, pay attention to your driving. It's safer for you and everyone else. It's common to let one's mind wander while driving, but certainly not safe. Pay attention to your environment and traffic. See if you can catch yourself thinking about something else.
2. **If you're out with others, communicate mindfully.** Again, give any communication your full and undivided attention.
3. **Wait.** At some point, you'll be waiting. You might be waiting for your friend to show up or for a table at the restaurant. Notice your environment and your breathing. Waiting can be boring. A bored mind will try to run wild. Tame it.

It's possible to practice a present moment mindset in any situation or circumstance. You'll even find yourself practicing in your dreams. **Whether you're at work, home, or out on the town, you can enhance your mindfulness skills.** It's not necessary to wait for perfect circumstances. The circumstances are always perfect.

*“I find hope in the darkest of days, and focus in the brightest. I do not judge the universe.”*

*- Dalai Lama*

## Conclusion

Adopting a present moment mindset is very powerful.

There are numerous physical and emotional benefits.

It can enhance your relationships and increase your overall sense of well-being.

Developing a present moment mindset is a significant challenge.

To change your mental habits takes effort and focus.

***It's important to build your skills each day.***

One of the most important tools for increasing your level of mindfulness is **meditation**.

Meditation can be as simple as paying attention to what you're currently doing and catching yourself when your mind wanders. Keep bringing your attention back to the present. That's meditation at the simplest level. Meditation can be performed in any environment. Special tools and circumstances aren't required.

Practice your skills in all environments.

You probably spend time at home, work, and out in the real world.

It's important to practice everywhere.

You can only become mindful when you practice regularly.

Consider adopting a present moment mindset and doing the work to make it a habit.

Your health and happiness will be enhanced.





*Hi there! I'm Elena*

If you aren't already in the Elena Zanfei Coaching community, here's what we're all about:

We help professional and entrepreneurial women up-level in the areas that contribute most to their bottom-line SUCCESS:

Mindset, Empowerment and Self-love

*Why?*

Because long before I had a thriving business, I was broke. I was mentally broke, financially broke, and value broke.

I've had a tough life and have been beaten down and it's been a long road to learn to love myself, trust my abilities and believe in what I'm capable of.

I knew that my potential was so much greater than what I was demonstrating, and I knew that everything I COULD do, WOULD do, first started with the beliefs I held in my mind about what was possible.

Day after day I would see people, far less competent than me, create amazing results that FAR surpassed mine - the only thing they had stronger than me, was their belief.

That's exactly who we serve today: professional & entrepreneurial women who are tired of their own BS, tired of feeling stuck in their own self-doubt and overwhelm, and tired of wondering how long it will take to reach their dream life (if ever). They're ready to do the inner work and take responsibility for their own dreams.

Are you ready?

Click [HERE](#) to schedule an exploratory session with me – let's chat about what's possible for YOUR life 😊. It's always free to do so.