Choose to take a brief time out...about 3 minutes, otherwise one minute if that is what you have available.

Sit erect, with dignity, bringing yourself consciously into the present moment, perhaps allowing the eyes to close.

1. **Awareness.** What is my experience right now? In body sensations, thoughts, feelings? Allow yourself to acknowledge this experience, even if it is not pleasant.

2. **Redirecting Attention.** After looking at and acknowledging your present experience, bring your awareness to your breath, entering and leaving the body. Not changing your breath, simply allowing it to be as it is.

3. **Expanding Attention.** Now expanding your awareness to include a sense of the whole body—posture, expression, muscle tension, etc. Allowing the breath to soften uncomfortable sensations to the extent it will. When you are quietly aware of your body as a whole, allowing the eyes to open gently if they have been closed, pausing a moment, and then returning to a more active way of being.

Adapted from Segal, Williams and Teasdale (2002) by Polly Wheat, MD.

Dr. Wheat is the instructor for the Mindfulness Training for Stress Reduction Program at Columbia University and is the former Executive Director of the Student Health Service, Columbia University Medical Center. Dr. Wheat trained with Jon Kabat-Zinn and has been teaching mindfulness meditation since 1994.

To learn more about Work/Life mindfulness programming and to access mindfulness meditation audio resources, visit: http://worklife.columbia.edu/wellness/mindfulness