Sunday reset checklist

Choose what fits today. Leave any box blank when it does not apply.

Date: _____ My available window: _____

☐ 10 minutes ☐ 30 minutes ☐ 60 minutes ☐ Other: _____

Choose your plan

What needs attention today?

One restful or enjoyable activity:

Everyday care I need, if any:

One optional preparation task, if useful:

My stopping time for optional preparation:

Use the checklist in your own way

- ☐ Make room for my chosen care or enjoyable activity.
- ☐ Keep optional preparation within my chosen limit.
- ☐ Ask for support or change the plan when needed.
- ☐ Stop at my chosen time; review only if useful.

One thing that helped:

One thing I would change next time:

A sample reset routine

An original planning example. Move the start time or use another day.

The hour below includes 15 minutes of optional preparation. Shorten or skip those blocks when rest or essential care needs the time.

TIME	MIN	ACTIVITY
4:00-4:05	5	Notice what you need and choose a short plan
4:05-4:25	20	Read, listen to music, or rest comfortably
4:25-4:35	10	Make room for everyday care, such as food or comfortable movement
4:35-4:45	10	Do one optional practical task
4:45-4:50	5	Note the next few days and one useful next step
4:50-5:00	10	Stop preparing and return to something restful

If you have ten minutes

2 minutes: notice what you need. 5 minutes: a comfort or useful pause. 3 minutes: one tiny preparation step or more rest.

If you have thirty minutes

3 minutes: choose what would help. 15 minutes: something restful or enjoyable. 7 minutes: one optional preparation task. 5 minutes: finish without a rush.

Time limits apply to optional activities, not essential care. These are examples rather than prescribed durations for a health benefit.

Guidance: NIMH self-care and NHLBI healthy sleep habits; full links in the article.