

GETTING PRESENT FOR A MEETING

Conscious leaders take time to get present for a meeting to support deep listening, creative thinking, and responding versus reacting. Use the process below to efficiently get present as a team.

Step 1

4 x 4 Breathing: Take four breaths, breathing four seconds in and four seconds out. Consider using a breathing timer to support you. We have a timer customized for 4x4 breathing in our online store at conscious.is/store.

Step 2

Choose a Check-in and have each person complete the statement.

- **Emotional Intelligence Check In:** “As we begin talking about _____ (topic you are discussing), I notice I feel _____. (Choose one: scared, angry, joyful, creative).”
- **Embodied Check In:** “The current body sensation I am most aware of is _____.”
- **Line Check In:** “In this moment I am (above the line or below the line). I know this because _____.”
- **Fact and Story Check In:** “A fact is _____, and a story I make up about that fact is _____.”
- **Appreciation Check In:** “I appreciate _____.”

Feeling Playful? Consider these options

- **Animal Check In:** “An animal I most feel like right now is _____ and the sound is _____.”
- **Weather Report Check In:** “My current weather condition is _____.” i.e. A little overcast with high winds and some drizzle.
- **Persona Check In:** “The current persona I am in is _____, and its superpower is _____.”
Use the persona’s tone of voice and posture when speaking.