

Quantin Binnah
Community Centre



Live your Best Life!



Wellness Workbook

Adults
ages 15+



Start of month Reflections

**Take time at the start of the month to reflect on
how you use routines and planning.**

Do I use planning and structured routines in my everyday life?

If yes, how helpful do you find your routines and planning? If no, why don't you like to plan or have routines?

Is there any activities that you routinely procrastinate?



What is one thing you do regularly that could be improved my planning ahead?

Can you think of a time in the past where you have a routine or plan that was successful?

What about this plan/routine worked so well for you?

What areas of your life feel the most chaotic or could benefit the most from a plan or routine?

Keep your start of month reflections in mind when creating your smart goals and how you can you them to create a more successful month ahead.





February Challenge

Morning Routine Challenge

Is there something you have been meaning to do but don't seem to have the time to get to it?

Let's establish a routine to take 5 minutes each morning to work towards your goal!

**Use the smart goals page to decide what your goal will be.
Try to think about how your goal can be scaled down into small achievable daily goals.**

eg. Goal: I want to read more books
Daily Routine: Read for 10 minutes each morning.

Use this page to check off your 5 daily minutes for your goal.
You can also use your monthly spread to schedule 1 hour each week for your goal.

Challenge Checklist

Check off each day you take 5 minutes for yourself and your 1 hour each week.

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Smart Goals

**Can you set one goal for the month of February that will help you
implement a new routine or plan?**

Think back on your reflections to inform your goal.

Specific

What exactly needs to be accomplished?

Who else will be involved?

Where will this take place?

Why do I want to accomplish the goal?



Measurable

How will I know I've succeeded?

How much change needs to occur?

How many accomplishments or actions will it take?

Attainable

Do I have or can I get, the resources needed to achieve the goal?

Is the goal a reasonable timeframe for me?

Are the actions I plan to take likely to bring me success?



Smart Goals

Relevant

Is this a worthwhile goal for me right now?

Is it meaningful to me?

Would it delay or prevent me from achieving a more important goal?

Am I willing to commit to achieving this goal?



Time bound

What is the deadline for reaching the goal?

When do I need to take action?

What can I do today?



End of month Reflections

Take time at the end of the month to reflect on your goals, challenges and plans.

How are my routines compared the beginning of the month? Have I tried implementing a new routine?

Did the smart goal you set help improve your routines and plans from the start of the month?

Is there anything you would have liked to have done differently?

Are you going to keep maintaining this goal?

What often were you able to do your goal morning routine?

Did setting a challenge or goal of taking time for your goal help you to get closer to achieving your goal?

Did taking part in the Morning challenge make a difference to your how you structure your mornings?

Is there something your learnt about yourself this month through reflecting, goal setting and priotising your routines and planning?

Planning Guide

On the next page you will find a monthly spread page. Use this guide to help you fill in your spread and incorporate your goals and personal time into your month.

Think about how you can schedule time to prioritise your mental health. This may prove to be a challenge with many things to juggle on your plate. Consider trying these ideas:

Weekly Goal Check in:

Schedule emotional check-in sessions with yourself. Use your planner to note how you're feeling, any challenges you're facing, and potential solutions or coping strategies. Try scheduling one check-in per week.

Key symbol:



Smart Goal Setting Day:

Allocate a day each month to disconnect from digital devices. Use your planner to choose a date and plan alternative activities like reading, journaling, or outdoor adventures.

Key symbol:



Weekly Reorg & tidy:









Plan a self-care ritual each week, whether it's a bath, a walk in nature, or a creative activity. Schedule in your planner to time nurture yourself.

Key symbol:



Planning Example

See our example below of how you might like to use your monthly calendar:

| | | |
|---|---|---|
| 1 | 2 | 3 |
|  |  |  |
| 8 | 9 | 10 |
| | |  |
| 15 | 16 | 17 |
|  | |  |
| 22 | 23 | 24 |
| |  |  |
| 29 | | |

R O U T I N E

F E B

P L A N N I N G

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28

R O U T I N E & P L A N N I N G

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29

תוכנית

ROUTINE & PLANNING



Quantin Binnah

Community Centre



www.qbcc.org.au