

Presence

Sometimes as a mentor or mentee it can be tricky to be present in the conversation, particularly with busy work schedules. We can all train our brains to be more present. Being present in the moment not only has benefits for yourself, but for those around you.

How to use the tool

In your next conversation, make a conscious effort to be 100% present. Notice your distractions as they happen, and bring your mind back to the conversation. See what happens.

Five tips to stay present

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Pay attention to your thoughts & create a catchphrase to re- direct them!

The technique to bring yourself back to the present moment is simple: When you realise what you're thinking, the trick is to pay attention and to realise that they're just that: thoughts. Creating a 'catchphrase' is often useful as a shorthand to re-directing your thoughts. Something like 'I'm drifting, time to go back' or 'I'm losing focus, need to re- focus!' or 'I'm there not here, I need to be here'...

Use the five sense

When you find your mind wandering use your five senses to bring you back to the present.

Step outside yourself

Just asking someone else how his or her day is going and really listening to the answer helps to take your mind away from the past or future

and brings you back into the moment. If you're not with other people, you can do this simply by thinking (positively) about someone or something else.

Write it (all of it!) down

Putting thoughts down on paper, writing about the present moment (and what those five senses are showing me) can be a great get-back-to-the-now exercise.

Create a reminder

Being present can be really difficult and sometimes all kinds of reminders - sticky notes, desktop backgrounds, can be very useful when it comes to remembering to stay in the moment. Creating these is simple enough and it's so helpful when it comes to staying on track.