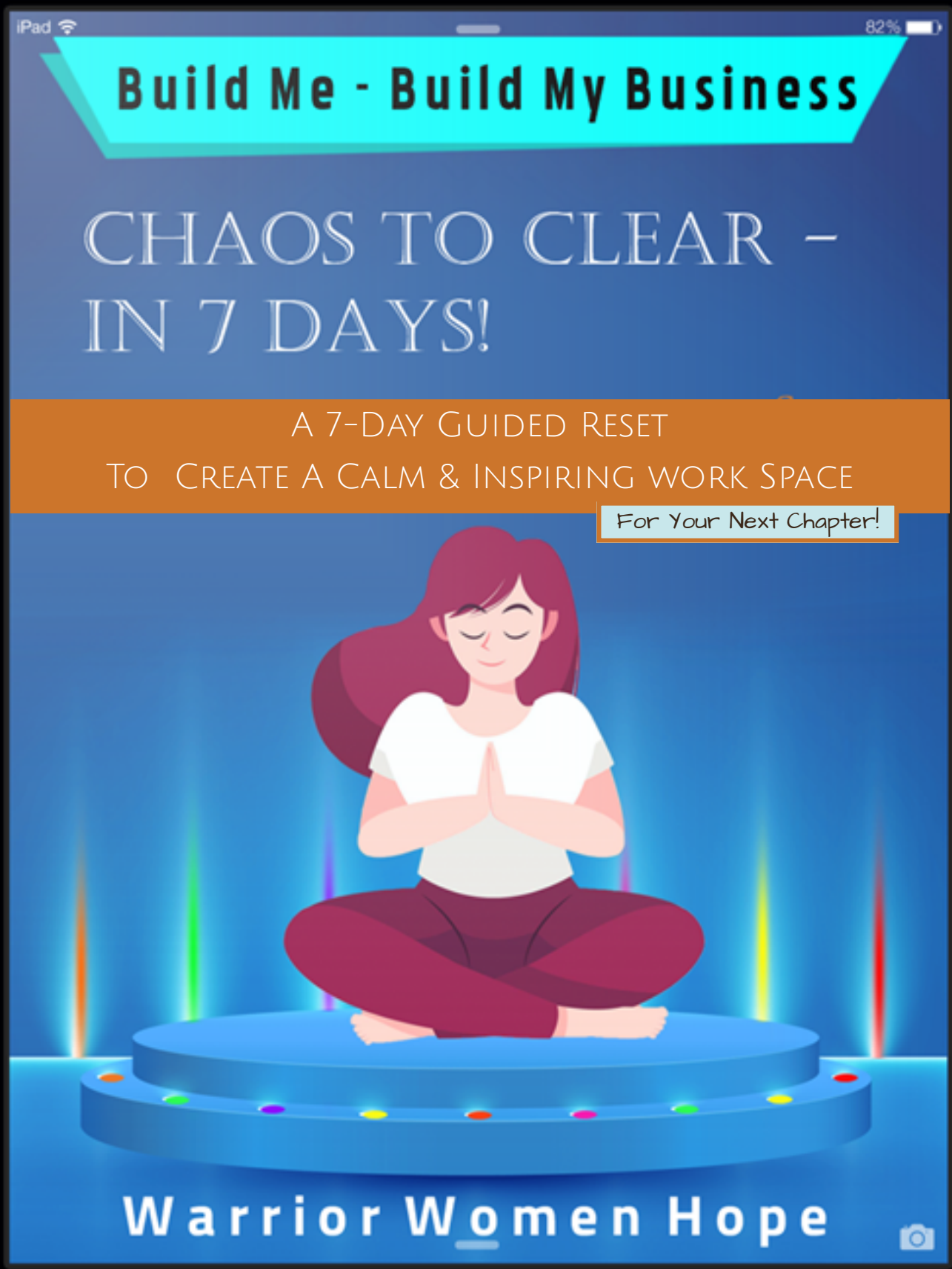
The Warrior Woman's Guide To Creative Reinvention Build Me Series - Ebook #3



Introduction:

Welcome! This is all about creating a space that holds you before you build something you love. A reset that lays solid foundations for your next exciting chapter.

When your environment is cluttered, your nervous system works harder. Your creativity dulls. Your focus fragments....and slowly - often without you noticing, things begin to feel heavier than they need to be. This is all about to change! Are you ready?

This 7-day action plan is an invitation to slow down and reset from the outside in. Your workspace should reflect who YOU are; your values and your intention. Each day offers one gentle action and one reflective pause so that self-care is built in to your new routine - it will help you navigate challenges with ease. Nothing here is rushed. Nothing is about perfection. It's all about alignment.

Let this be the week you claim your calm & reinvent your space for success.



A cluttered workspace can lead to physical strain, fatigue and a lack of energy. The "Clutter Shame Spiral" results in a feeling of being overwhelmed and ashamed by your surroundings - and that saps your motivation. You'll also be reluctant to return to that environment!

- A good system is worth its weight in gold because an energizing space that supports us is important :-)
- By building purposeful sytems, you bring flow into your working environment & that will reduce stress.





Be guided by 7 daily affirmations that will keep your focus sharp & gratitude high - let's elevate your vibration for success!

Printable Version

N.B. there are live links in this guide but to input text, please print it off or use a separate notebook.

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Your daily affirmations will look like this - and appear under the title of each new chapter. Intention is a powerful reminder of your worth.

CLEAR THE CHAOS! - Day #1

"I release what no longer serves me, and I create space for possibility & growth."

The Problem:

When your work space drains your energy because it's a cluttered and chaotic environment, it can be a hidden source of stress. It silently erodes your confidence and focus, making it feel impossible to get into a creative flow - and that means you're not as productive as you might be. This is a problem because it may cause:

- Mental Fog: visual clutter bombards your brain with unnecessary information making it difficult to concentrate on a single task. It's a constant, low-level distraction & one that none of us needs.

- Creative Block: a disorganized space can make it hard to locate the things you need - or even have the energy to start anything new because you spend more time searching for things than creating them.

- Fragmenting of your focus - and this is drains your precious energy:

When everything competes for attention, it becomes harder to concentrate and finish tasks.

⤭ It makes starting anything feel heavier than it needs to be; clutter adds invisible resistance, turning simple actions into emotional hurdles...and that's a No-No!



⤭ **Reinforces procrastination loops;** overwhelm leads to delay, delay fuels guilt, and guilt makes returning to the space even harder.

⤭ Triggers self-doubt and avoidance Mess can reinforce the misguided belief that you're "*not ready*," "*not disciplined enough*," or "*not cut out for this*."



⤭ Mess keeps the past visible & undermines self-trust

'MARK YOUR WIN'

You've successfully identified what you need to change and have taken action! Good job! So, reward yourself after each daily task with a little self-care.

✿ Place one hand on your heart. Take one slow breath in through your nose... and a longer breath out through your mouth. Quietly say: "I showed up for myself today."

CLAIM YOUR SPACE - Day #2

"This environment is mine, and I am allowed to take up space here."

Choose Your Workspace:

Boundaries create safety. This is all about giving your emerging ideas a physical home, even if that 'home' is small. When your work has no boundary, it can feel fragile and easily interrupted - but when it has a boundary - even a soft one, it begins to feel real and it begins to feel like YOURS!

There are different ways to claim your space if you don't have a dedicated room of your own - and one way is enough. Choose the best option for your current circumstance; you can always expand your work environment later on if you want to.

Option #1

Name the Space - Choose a desk, table, corner, or surface and say (*out loud or silently*): "This is my work space." That's it. Naming is a powerful first boundary. Then decide to make it off-limits for household clutter from now on.

Option #2

Create a Visual Marker: Place one object that signals work for you:

- a notebook
- a candle
- a screen
- a plant





Option #3

Define The Edges: If you share your space, gently define the boundary:

- A tray for work items
- A placemat under your laptop
- A naturally screened off area (pictured)
- A folded scarf or cloth marking your space

Boundaries don't have to be rigid to be effective.

Make one simple agreement with yourself (or others, if necessary) such as: "This space isn't for laundry or paperwork unrelated to me." "I won't tidy other people's things during my work time." "This area is not for multitasking."



CLAIM YOUR SPACE

The Solution:

Take control Of Your Environment!

Step #1

Remove everything from your desk. Wipe it down - clear and vacuum the floor space if necessary - then put back only what you absolutely need today.

Notice how much better you feel when you release physical clutter. Be proud!

Step #2

Create a small pile or better still a box, labelled: "Not for today." Move anything you don't need right now, into it—no decisions required.

You are allowed to defer - this will easily help you prioritise the essentials.



- Clearing just one small surface: A corner of your desk The space in front of your laptop or even one drawer or tray - it's still a 'win'!



Step #3

Remove three items that visually distract you. Place them out of sight - just for the day. Tomorrow, ask yourself, 'Where should those things really 'live'?'

- Journal just x3 sentences: 1) *Today, I completed.....2) The 'win' was.....3) This made me feel.....*

(Optional: *repeat the breath exercise from yesterday.*)

LET IN THE LIGHT - DAY #3

"As I bring light into my space, clarity and possibility gently find me."

Illuminate Your Vision

Light has a quiet influence on how safe, hopeful, and present we feel. When a space is dim, harsh, or forgotten it can subtly mirror how we relate to ourselves - hesitant, uncertain or self-doubting?; we need an environment that inhibits anything that stops us from moving forward; it's about creating a space for your ideas to shine through, without force or urgency - just intention, purpose & flow.

By adjusting the light—opening a curtain, moving closer to a window, or adding a warm lamp - (*salt lamps are particularly good*) you are signaling to your nervous system that this space is alive and supportive. Shorter wavelength light (*bright, yet cool tones*) boosts alertness, attention & reaction time.

Harness The Power Of Invisible Forces

Everything has a vibrational frequency, including postitive memories - & that can be helpful for your well-being and your creativity. If you want to, add a natural object that has special meaning for you; perhaps a pebble from a beautiful walk from the beach, or forest - it will bring a sense of connection that nourishes you.

Crystals & Clarity

Clear quartz crystals are often used in workspaces for their calming and clarifying vibrational qualities. Clear quartz is known to be a gentle amplifier, so it helps to bring focus, mental clarity and a sense of order. Just what we need!

Clear Quartz

Everything has a vibrational frequency and subtle, yet positive vibrations are important in your workspace. A clear quartz crystal is especially supportive when you're thinking things through or learning a new skill. At times like this, be tactile as it helps to put you into your most creative brainwave state!





Amethyst carries a softer, soothing energy that supports emotional balance, reduces mental chatter, and encourages calm decision-making. Together, they create an environment that feels both clear and safe - helping you stay present, centred, and connected to your intentions without pressure or overwhelm. Self-care from the ground up will serve you well.

⚙ Aim to have at at least 30 minutes of natural sun exposure every day.

LIFT YOUR ENERGY WITH THE POWER OF PLANTS

Love Your Plants

Plants encourage mindful pauses; seeing something living in close proximity gently reminds you to slow down, breathe and take restorative breaks.

A plant can also create a sense of companionship because it introduces life into your workspace - & this reduces feelings of isolation and makes your work environment feel more supportive and alive.

Notice how even small changes shift the energy of the room.

N.B. Adding just one plant will benefit air quality - but do ensure that your work space is well ventilated, as stale air increases fatigue due to the increase of carbon dioxide!

Why Plants Are A Healthy Choice

1. Being close to greenery has been shown to lower cortisol levels, helping the body shift out of fight-or-flight and into a calmer, more relaxed state.

2. Natural elements help reduce mental clutter, making it easier to concentrate and stay present with tasks.



TIP: Use minimal but inspiring décor; plants, a vision board, or a few carefully chosen objects that spark joy and creativity.



- Snake Plants (*Sansevieria*) thrive with very little care, improve air quality & symbolise resilience, protection & quiet strength. Let the 'upright' nature mirror your growing confidence in building something you love.
- Peace Lily - is a natural and powerful air purifier; has a calming presence, is a symbol of renewal & will help significantly in workspaces if condensation is an issue.
- For low-light areas or windowless environments, some plants can be really helpful; for example, the ZZ plant is slow-growing & ideal for spaces that have little (natural) available light.

If you like the scent of lavender or rosemary, choose one of the aromatic plants; lavender to reduce anxiety and rosemary for mental clarity & improved

DIGITAL DETOX - DAY #4

"When my digital world feels calm, my creativity flows more freely."

Creating Inner Space Before Reinvention

Before you change direction, start something new, or build toward your next chapter - you need space; in your diary, mind & environments. Make time for self-care - schedule it just as you would a meeting or zoom call. Even two minutes of silence, with deep breathing can calm your nervous system & restore balance.

Digital noise is one of the most subtle, yet powerful disruptors of inner calm. Constant notifications, endless scrolling, open tabs, and visual clutter quietly fragment your attention and drain your energy.

Over time, this drains your energy, stifles creativity and allows inertia to take hold so clearing what overwhelms you is a necessary step to achieving inner peace and flow in your work space.

How Digital Overload Affects Your Inner World

Extensive academic research has documented the negative effects of "digital overwhelm" since the 1980s. In August, 2024, "*A Quantitive Study of Stress, Burnout & Mental Health*" was published by *SAGE*. The results indicated that:

> *"Digital workers experience stress from either too much (overload) or too little (drought) information, with Fear of Missing Out (FOMO) arising from constant digital connection negatively impacting mental health.*
>
> *Multiple Roles: Self-employed individuals often take on multiple roles (slash workers), increasing role ambiguity and making it hard to manage demands, leading to psychological strain and burnout.*
>
> *Digital Fatigue: Prolonged engagement with digital tools causes cognitive and emotional exhaustion, affecting productivity and well-being, exacerbated by remote work blurring boundaries."*
>
> *source: University of Nottingham*

Freelancers & solopreneurs suffer even more stress points; financial unpredictability, isolation & lack of support, '*wearing many hats*', work/life boundaries & burnout. This is why it's essential to build in self-care before you start; your next chapter deserves the best of you because your business can only be as healthy as you are!

If you'd like to learn more about protecting yourself from digital overload - discover Ebook no. #2 in the 'Build My Business' arm of the series: "How To Relieve Technology Overwhelm In Your New Business'

SILENCE, SOUND & PAUSE... - DAY #5

"Pausing is part of my progress, not a break from it."

Emergency Reset

When you're overwhelmed & under pressure, it's important to have strategies to disspel the resulting stress. *Download your FREE 'emergency audio reset' below!*

But one of the biggest challenges - is being AWARE of how overwhelmed you are. If you feel that you're unable to "switch off, you're likely to have a persistent sense that demands exceed your capacity to cope - even during off-hours. This can cause physical and emotional symptoms that we really want to avoid, or relieve quickly:

- The "Brain Dump": when your mind feels cluttered, write down every single task, worry, or "to-do" on paper. Getting it out of your head and into a physical space immediately reduces cognitive load. Then prioritise three.
- Practice *single-tasking* - multitasking is a myth that increases cortisol; focus on one task for a set block of time (try the Pomodoro Technique: 25 minutes of work followed by a 5-minute break).

TIP: Here's a FREE Emergency Audio Reset - for whenever you need calm quickly - press play, be still, and breathe. This short, guided audio helps you step out, reconnect with your body, and return to peace - in just a couple of minutes.

Use Your Breathing To Bring Calm In Minutes

The (5-2-7) calm down sequence is a quick way to reduce overwhelm & anxiety because the extended exhale (*7 seconds*) is the quickest way to stimulate the Vagus nerve; this triggers your body's "rest and digest" response immediately.

Here is a short, guided sequence you can follow:

Find a quiet spot & sit with your feet flat on the floor and your hands resting loosely in your lap. Drop your shoulders away from your ears. You can do this with eyes open or closed.

Prepare: First, exhale all the air out of your lungs through your mouth. Inhale (5 Counts): Breathe in slowly through your nose - feel your belly expand rather than your chest. - 1... 2... 3... 4... 5

The Pause (2 Counts): Hold that breath gently at the top. Don't "lock" your throat; just stay still. - 1... 2

Exhale (7 Counts): Release the breath slowly through pursed lips (like you're breathing through a straw). This slow release tells your brain you are safe.....

1... 2... 3... 4... 5... 6... 7 -

ANCHOR WITH INSPIRATION - DAY #6

"I stay connected to what matters most as I take each small step forward."

Surround Yourself With Your 'Why'

Reinvention begins with remembrance - not effort.

Your 'why' is the quiet truth that pulls you forward - even when motivation fades or challenges arise. At times like these, our surroundings will remind us of why this next chapter matters so much - it's the reason we go on!

Your environment speaks to you constantly; every object, image, sound, and symbol either anchors you to your deeper intention - or pulls you away from it. To surround yourself with your 'why' is to create an inner and outer landscape that gently reminds you:This matters. I matter. This direction is intentional.



Your chosen objects will quietly support you throughout the day. They can steady your focus, calm your mind, and remind you of the direction you are choosing - without forcing effort or action. Your environment becomes a subtle partner in your reinvention; holding space for clarity, courage and consistency in your new 'becoming.'

⚙ This doesn't require perfection or aesthetics from you - only honesty. Your 'why' might be:

- freedom after years of obligation
- creative expression long set aside
- healing after loss or change
- a way to live your truth

⚙ When you place visual or sensory reminders of this 'why' in your space - a word, a colour, a photograph, a stone, a piece of music - you create a subtle form of self-support. On days when doubt rises, your environment steadies you. On days when energy dips, it remembers for you. This is not decoration - it is devotion.

You are not trying to convince yourself to change...you are allowing your surroundings to reflect who you are becoming.

LET YOUR ENVIRONMENT SUPPORT YOU

"I allow my surroundings to reflect & support who I am becoming."



RITUALIZE YOUR WORK DAY - DAY #7

"Gentle rituals help me feel grounded, focused, and complete."

Define Your Beginnings & Ends

When life feels uncertain, it's often not because there is too much to do — but because there is no clear beginning or ending to anything. Days blur. Roles overlap. One emotional state bleeds into the next; it's unhealthy & rarely produces great work.

Ritual brings definition where structure feels too rigid. Many women in transition carry a constant, low-level tension - moving from task to task without ever fully closing one chapter before opening the next.

Ritual, offers your nervous system a pause point. A ritual might mark:

- the beginning of your day
- transitioning from one 'head-space' to another
- the transition from productivity into rest

These moments do not need to be elaborate. In fact, the simpler they are - the more effective they become.



You might ritualize your day by:

- sitting quietly for a few minutes before checking messages
- using the '5-2-7' breathing before opening your laptop
- changing the lighting or music as the day shifts
- closing your workspace with intention, gently

Ring In The Changes

Did you know.....

Traditionally, wind chimes & koshis have been used to signal a change of intention or task; research in neuroscience & psychology shows that brief, non-verbal auditory cues help the brain to shift states more easily.



This is because:

1. The brain is constantly scanning for change signals.

2. Sound reaches the brain faster than visual input.

3. Gentle, resonant sounds interrupt repetitive loops of thought - but without triggering threat.

This is why bells are often used in meditation practices, classrooms in schools and therapy sessions. Koshis' are especially good because the harmonic overtones are not harsh or abrupt & they have a sustained decay (the sound fades rather than stops.)

CLOSING REFELCTION

As you come to the end of this reset, take a moment - and give yourself credit due for showing up for YOU!

Warrior Women Hope invites you to remember: your surroundings can carry intention when your mind feels tired; each object, image, or symbol you've chosen is not asking you to act - it is simply reminding you why you want change. It offers a guiding light, a glimpse of the future that can be yours.

Some days, consistency is less about action than returning your gaze to your vision board, sitting in a calmer space, or choosing one small action that feels supportive rather than demanding. Let your environment hold the bigger picture for you - and let the small steps do the quiet work of change. You are not rushing toward reinvention - you are preparing the ground, and that's enough for now.



If you would like more in-depth help in creating a work environment that supports you practically & emotionally, we highly recommend that you visit: https://www.creativewellbeingliving.co.uk

Please note that warriorwomenhope has no affiliate association with Creative Wellbeing Living at this time - no commission would be generated should you make a purchase.

A Clear Space = A Creative Mind

Creative reinvention doesn't arrive all at once. It unfolds through small, intentional steps taken with care and consistency. What matters most is not how quickly you move but that you keep returning - learning & becoming the highest verstion of yourself. Then, you can be sure that your next chapter will move you closer to your heart's desire.

Let this guided reset remind you that change doesn't require force - that only sets up resistance; it simply asks for patience, presence and the willingness to begin again - one calm step at a time.

ADDITIONAL RESOURCES

Vision Board Help & Further De-Clutter

Resource	What It Supports	Best For
Kate Oatley – Vision Board Workshops	Guided vision board creation rooted in values, intention, and reflection	Women who want a live, facilitated experience rather than DIY
Juliette Kristine – Online Vision Board Workshop (Free)	Understanding *why* vision boards work and how to create one that aligns emotionally	Beginners or those wanting clear, practical guidance
Skillshare – Vision Board Classes	Step-by-step instruction on creating effective vision boards	Women who prefer structured, self-paced learning
Resonance House – Vision Board Restyle	Creative, immersive approach to refreshing or re-visioning goals	Women in a deeper reinvention phase who want something soulful
Louise Bartlett – Vision Board Printables	Free images, affirmations, and prompts	Those who want immediate, tangible tools
Kate Loves To Organise	Decluttering and calming physical spaces before visioning	Women who need environmental clarity first

- Louise Bartlett offers great free video training, stickers and notes to help you create your own beautiful vision board: Create My Board Please!

- Andrea Leiper offers help to 'Design Your Way To a Happy & Healthy Home' via her Wellbeing Interiors courses: Book My Course Please!

- Kate Loves To Organise will help you decide what to throw out and what to keep - plus much more - and she believes, quote: "Your home should feel like a retreat - not a to-do list." More Help De-cluttering Please!

This Ebook is part of *'The Warrior Woman's Guide To Creative Reinvention' Series* designed to meet you where you are & help you move forward with clarity and confidence.

Some shared resources may include affiliate links. If you choose to explore them, I may receive a small commission — at no extra cost to you.


thank you