PRESENCE PIVOT | DAILY RHYTHM ASSESSMENT

ACTIVITY TITLE: Daily Rhythm Assessment

OBJECTIVE: This assessment helps you understand your natural energy patterns, identify when you're operating from "hustle" versus "flow," and design a daily rhythm that honors your well-being while supporting meaningful productivity.

Part 1: Energy Mapping (3-7 Day Practice)

Instructions: For 3-7 days, track your energy, focus, and presence

1. **Set up a tracking sheet** with the following columns:

- **Time** (hourly increments)
- **Energy level** (1-5 scale)
- **Focus quality** (1-5 scale)
- **Presence level** (1-5 scale)
- **Activity**
- **Notes** (physical sensations, emotions, thoughts)

Use these rating scale definitions:

- **Energy** (1 = depleted, 3 = neutral, 5 = vibrant)
- **Focus** (1 = scattered, 3 = moderate attention, 5 = deeply engaged)
- **Presence** (1 = automated/disconnected, 3 = somewhat present, 5 = fully embodied)

TIME	ENERGY LEVEL	FOCUS QUALITY	PRESENCE LEVEL	ACTIVITY	NOTES
7:00 AM	3	2	2	Woke up, morning routine	Still sleepy, mild neck stiffness
8:00 AM	4	3	3	Checking emails, light planning	Feeling alert after tea
9:00 AM	5	5	5	Deep work on report	Totally immersed, time flew
10:00 AM	4	4	4	Team meeting	Some tension on shoulders
11:00 AM	3	3	3	Follow-up tasks, checking messages	Starting to feel distracted

2. **Complete the assessment** at regular intervals:

- Set an hourly reminder during waking hours.
- When the reminder sounds, pause briefly.
- Rate your current state in each category.
- Note what you've been doing in the past hour.
- Record any observations about your experience.

Part 2: Pattern Recognition & Reflection

After completing your tracking period, set aside 30-45 minutes for reflection.

1. **Visual Pattern Mapping**

- Create a line graph showing your energy, focus, and presence over time.
- Color-code different activities (work, rest, creative, social, etc.).
- Circle your highest and lowest points.

2. **Reflection Questions**

- When were your natural peaks and valleys in energy?
- Which activities corresponded with your highest combined scores?
- Which activities corresponded with your lowest combined scores?
- What patterns do you notice around transitions between activities?
- When did you feel most "in flow" (high presence + focus + energy)?
- When did you feel most in "hustle mode" (low presence, variable energy/focus)?
- How did your sleep, nutrition, movement, and social connection affect your patterns?

3. **Hustle vs. Flow Identification**

- Review your data and highlight periods of:
- Hustle Mode: Characterized by stress activation, time pressure, multitasking, future-focus, and achievement orientation
- Flow State: Characterized by present-moment awareness, absorption in activity, sense of ease, intrinsic enjoyment, timelessness

Part 3: Design Your Optimal Daily Rhythm

Using insights from your assessment, create a personalized daily rhythm template.

1. **Honor Your Natural Patterns**
   - Schedule your most demanding work during your natural energy peaks.
   - Plan restoration activities during natural energy valleys.
   - Create bundaries around your highest-quality presence time.
2. **Incorporate Flow Catalysts**
   - Identify 2-3 activities that reliably generate flow states for you.
   - Schedule these activities as "anchors" in your daily rhythm.
   - Design entry rituals that help you transition into these activities.
3. **Address Hustle Triggers**
   - List situations that commonly trigger hustle mode.
   - Create specific interventions for each trigger.
   - Design environment modifications to reduce unnecessary hustle.
4. **Create Your Personalized Daily Rhythm Template**
   - This is not a rigid schedule but a flexible framework.
   - Include time blocks for different types of energy and focus.
   - Build in transitions and buffers between activities.
   - Designate protected time for presence practices.
5. **Implementation Plan**
   - Choose 1-2 aspects of your rhythm to implement first.
   - Create concrete support structures for these changes.
   - Identify potential obstacles and plan responses.
   - Set a review date to assess and refine your rhythm.