**A.S.I.A.** is an acronym for **Analyze**, **Strategize**, **Inspire**, and **Assess**. It was created by meditation teacher Shinzen Young with two main goals:

1. to help you bring mindfulness practice into daily life on a consistent basis
2. to ensure *MMM* – *Maximum Meditation Mileage* – by helping you strategically use your practice in daily life.

# How to use this sheet:

1. Think about your upcoming day or week. *(Monthly or yearly can work, too.)*
2. **Analyze**: When and where could you do any kind of mindfulness practice? Fill in the first column with these opportunities. Be as specific as possible. Example: *While brushing my teeth in the morning*
3. **Strategize**: Look at each opportunity and decide whether formal or informal practice would work best. Then choose a specific technique for each opportunity. Write the chosen strategies in the *Strategize* columns. Example: *Formal / See-Hear-Feel*
4. **Inspire**: What is your motivation to practice? What will help you follow this plan? Write it in the *Inspire* box at the bottom. Example: *I want to have better interactions with my kids before school*
5. **Do it**! For whatever time frame you’ve chosen, try follow the plan you just created to the best of your ability.
6. **Assess**: At the end of the day (or week or month, etc.), review this sheet. Use the *Assess* columns to note any successes or challenges. If you ran into challenges, brainstorm possible solutions or workarounds. Example: *I forgot to do it. / I will put a note on bathroom mirror.*
7. Repeat! Every day is an opportunity to start fresh.

# Some helpful hints:

***Formal practice*** – doing a meditation technique with complete attention for 10 minutes or more.

***Informal practice*** – doing a meditation technique with complete attention for less than 10 minutes OR doing a meditation practice “in the background” (<100% attention) while you do other activities.

Both formal and informal practice can be done in stillness (e.g. sitting) or in motion (e.g. doing chores, exercising).

Date: \_\_\_\_\_\_\_\_\_\_\_\_ This plan is: *daily weekly other: \_\_\_\_\_\_\_\_\_\_\_\_*

Be as specific as possible.

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| 1. Analyze | 1. Strategize | | 1. Assess (*end of day, week, etc*.) | |
| Opportunity - When and where? | Formal/informal? | What meditation technique? | Successes or challenges? | If challenges, possible solutions? |
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|  |  |  |  |  |
| 1. INSPIRE!!! What motivates me to follow this plan? | | | | |