

# Tiny Habits® for Leading Remote Teams

Here are the key points from our session today. For more information on leading teams using Tiny Habits, please contact Kate at [kate@learningbyhand.ca](mailto:kate@learningbyhand.ca) or go to [TinyHabits.com](http://TinyHabits.com).

## Stay positive

- After I look in the mirror, I will smile
  - After I answer a call, I will take a deep breath
  - After my head hits the pillow at night, I will think of one thing I am grateful for
  -
- 

## Stay organized

- After I sit down at my desk in the morning, I will look at my to-do list
  - After I finish my lunch, I will organize one item on my desk
  - After I finish a meeting, I will write down one thing I can share with my team
  -
- 

## Stay in touch

- After I open my email in the morning, I will think of one person to contact
  - After I open my calendar in the morning, I will look for one open 15-minute slot
  - After I start a meeting, I will ask how people are coping
  -
- 

## Next steps

1. Write down all of the **anchor moments** in your day right now. Be specific!
2. Think about the **behaviours** you *want* to work on. Pick something that you think “yeah, I can do that”. Keep the ones you think you *should* be working on for later.
3. Practice **celebrating**. What would you do if you threw a piece of paper into a recycling bin and it landed perfectly in the bin? That feeling of victory is the emotion we need to tap into. Try a bunch out to see which one is best for you. Here are a few:
  - Say “that was easy”
  - Do a fist pump
  - Say “yes!”
  - Say wohoo!
  - Smile
  - Do a victory dance

**Bonus step:** Sign up for a free 5-day program to practice your habits with Kate. Find out more at <http://www.learningbyhand.ca/Tiny-Habits.php>

