

Lifestyle balance with
the Flow Calendar *by*
Bonafide Studio

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Designer's letter

When I designed the Six-Month Flow Calendar, I needed a tool to help myself manage stress. Yet with time, this tool evolved into a mindful approach to life, that helped me stay focused, feel content and grateful. The Six-Month Flow Calendar is designed to be an intuitive tool, requiring minimal effort, thus making it a sustainable lifestyle practice.

How you will be using this calendar depends entirely on your intention, therefore, instead of having rigid guidelines, I simply invite you to explore the thought process behind this concept. Take what you find useful, and leave the rest.

I hope you will enjoy this time-keeping tool. Remember, that you can always reach out at contact@bonafide-studio.com

I sincerely hope your journey with it will lead you to a good state of being and a more balanced life.

With love,
Renate Vermane



“
The Six-Month Flow Calendar is designed to bridge the practical with the mindful, leading us towards a more balanced life.”

“

My biggest win from using the Six-Month Flow Calendar was being able to view my life more like a *longterm project* rather than a sprint.

- Laila, *Coach*

THE “WHY”

The Six-Month Flow Calendar is designed to help us become more objective about the flow of time, as well as reflect and plan in an efficient manner. It is great for monitoring long-term projects and adopting new habits, alongside being a method for relieving stress and that common feeling of being constantly overwhelmed.

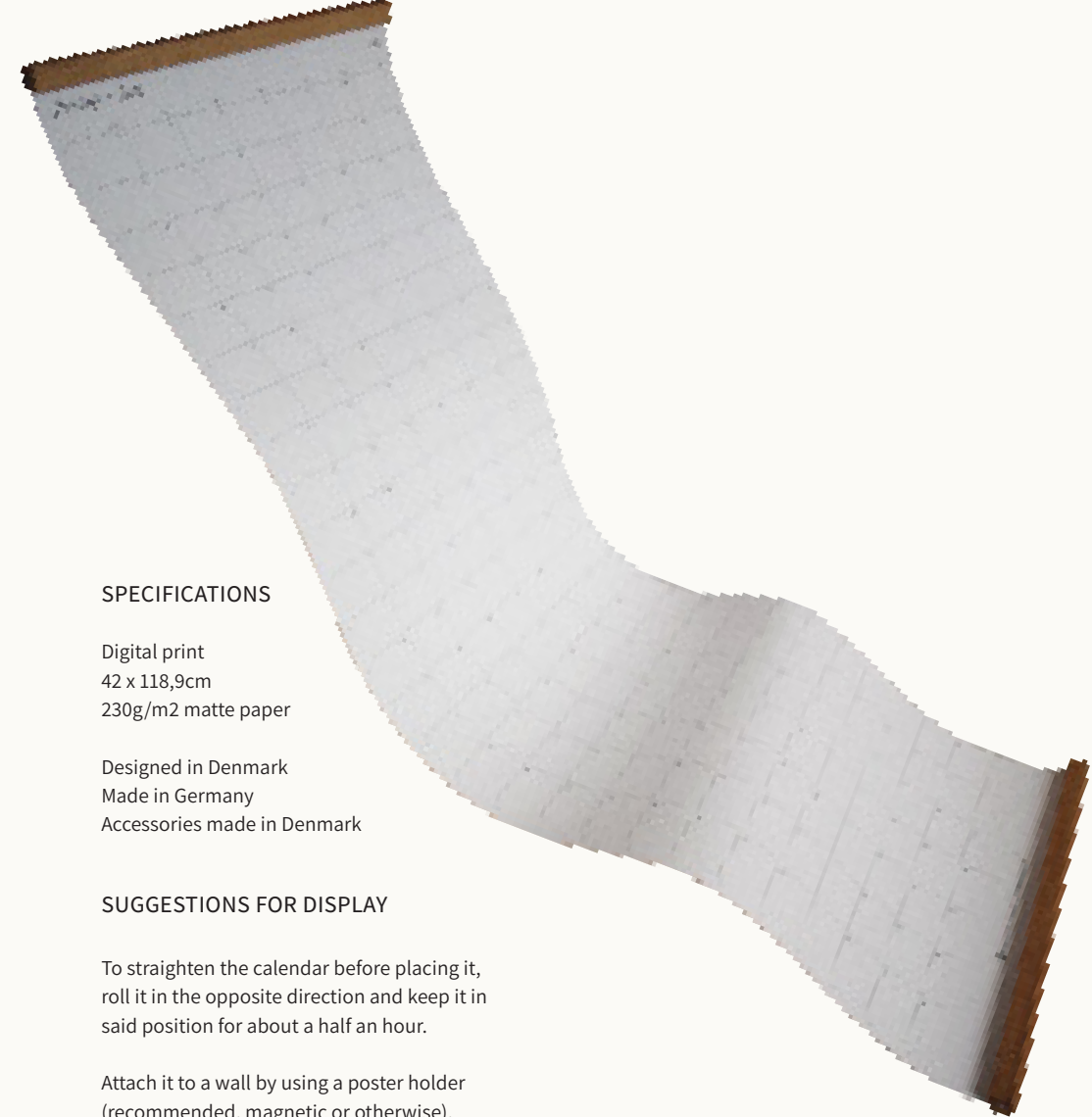
The design of this calendar alleviates time perception fallacies that significantly, yet unknowingly, affect our quality of life. Misinterpretations of the flow of time impact not only the way we plan our everyday, but also our relationships, confidence, health and even our finances.



PLANNING

Planning is a universally effective practice to ensure getting more out of our time. Even in knowing this, many still tend to plan ahead over short periods of time (weeks, a month), thus missing the bigger picture, letting the course of our life become more abstract.

The Six-Month Calendar is designed to offer a physical hands-on opportunity to design your life for the long-term. It transports thoughts and ideas to the physical realm, helping you feel more focused and in control.



SPECIFICATIONS

Digital print
42 x 118,9cm
230g/m2 matte paper

Designed in Denmark
Made in Germany
Accessories made in Denmark

SUGGESTIONS FOR DISPLAY

To straighten the calendar before placing it, roll it in the opposite direction and keep it in said position for about a half an hour.

Attach it to a wall by using a poster holder (recommended, magnetic or otherwise), double-sided tape or reusable adhesive gum.

TIPS & TRICKS

The paper is heavy, therefore it is recommended that any adhesive material is distributed evenly and generously.

If you wish to use an erasable pen on it, test it first by making an entry you would not want to delete.

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Longer flow overview helps us better observe the cyclical nature of life, in turn becoming more accepting towards life's tides.

Design Features

1. THE PERIOD OF SIX MONTHS

Firstly, humans are not that good at estimating compound value, making us unable to estimate exactly how much is possible in just six months. We are often surprised to see how many things can happen in such a short time. A six-month period helps us become better at compounding and estimation.

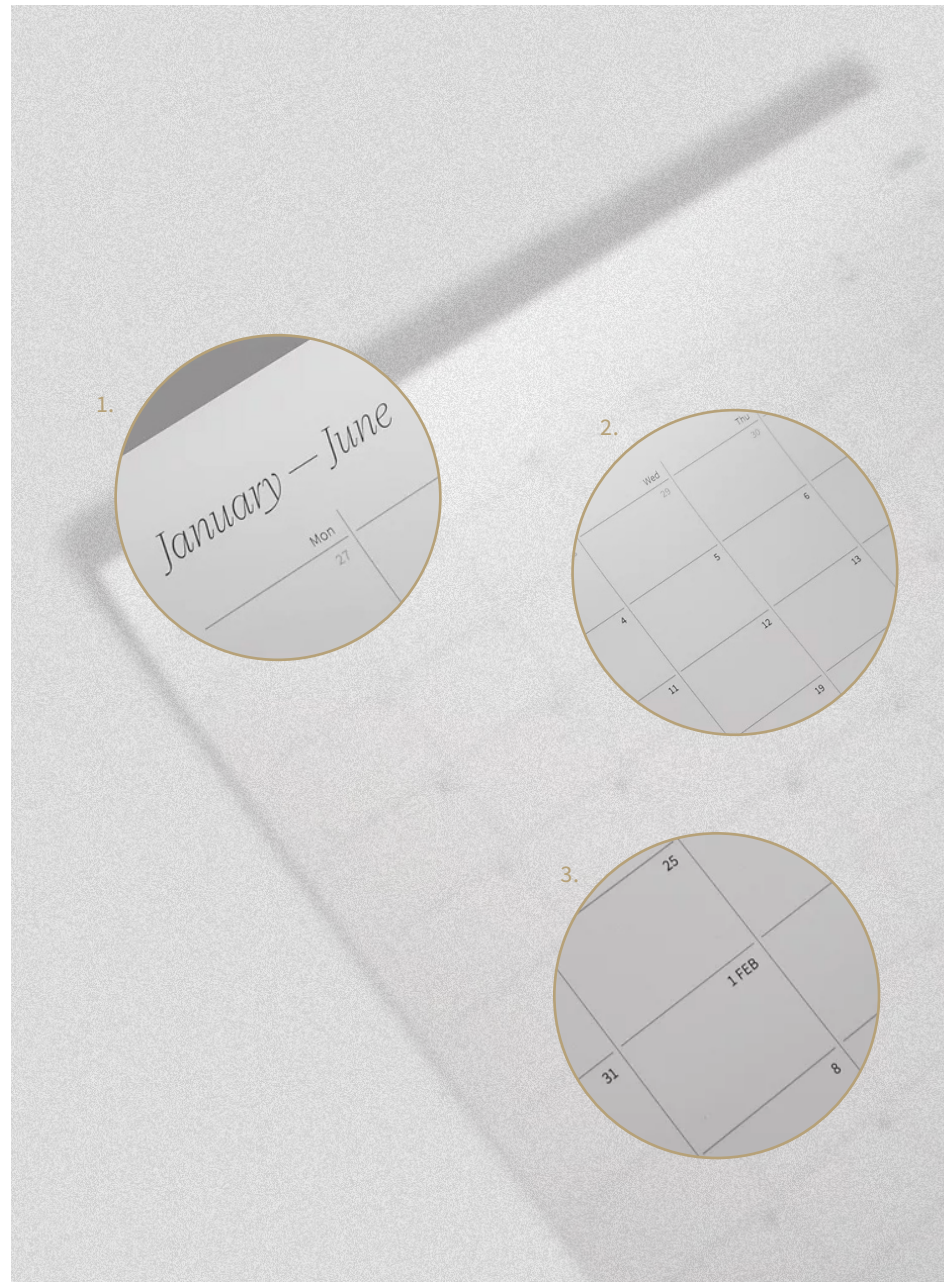
Secondly, many projects last anywhere between two to eight weeks, making the Six-Month Calendar ideal for following them through, adapting to changes, and keeping us motivated. Longer flow overview helps us better observe the cyclical nature of life, in turn becoming more accepting towards life's tides.

And finally, the six-month period provides us with a snippet of our life, which can help us improve our long-term decision making.

2. LARGE FIELDS

The large fields for each day make the calendar perfect for making about your daily happenings. Over time, each entry builds a powerful overview which, unlike any planner, journal or device, can be seen in one glance.

Use them for taking short notes, place post-it notes, or even add polaroids on the days that have passed.



3. SEAMLESS TRANSITION BETWEEN MONTHS

The seamless transition between months challenges the distorted time perception introduced to us by the way the months are commonly portrayed - as isolated blocks of time, between 4-5 weeks in length, with ambiguous start and end times.

Each time we welcome the beginning of a month with a feeling of a fresh start, and a 'new chapter'. Similar effect happens towards the end of a month, where we may begin to push ourselves to achieve the goals expected during that period.

Since our perception of time adapts to our internalized expectations about each stage, these divisions contribute to distorting our estimations on our progress and altering our behaviour.

For example, how and when we spend our money, when we start new things, etc. is often based on the age old external pre-decided calendar. The majority of us rely on these pre-determined systems without any regard of our own natural biorhythms. This means we possess little control over when certain events can take place.

Such time restrictions are removed in the flow format - helping us release arbitrary "deadlines", improving our decision making and becoming more in tune with our individual energy and behaviour cycles.



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Reflection is the number one practice for improved growth, learning, gratitude and happiness.

ONE-GLANCE OVERVIEW

A one-glance overview effectively captures what we are capable of within longer periods of time. This perspective helps us see if our beliefs about who we are are represented in the time that we spend practicing who we are. With time such reflections improve our ability to focus on the important and leave out the clutter, prioritizing our lives more effectively.

Capturing our life on this calendar helps us see not only how far we have to go, but also how far we've come, keeping us motivated and committed to our plans.

Finally, by introducing the flow format, extending the time period visible at one time and offering sufficient space for noteworthy entries – the Six-Month Flow Calendar offers a great opportunity to gain powerful reflections in one glance.

Balanced living

— *The Six-Month Calendar method*

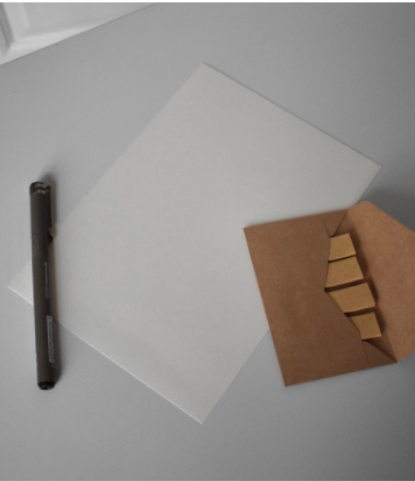
To take the full advantage of the Six-Month Flow Calendar, follow the steps in the How To Get Started section. Repeat whenever you feel the need for it again. You may also want to commit to a small mini-habit of filling in one field for one minute each day.

Let the calendar become a simple and intuitive planning tool for you. You will need - paper, pen and post-its.



1.0 Offload

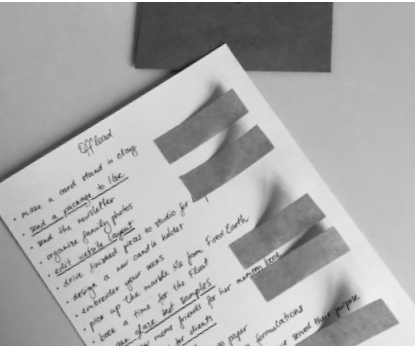
2.0 Select



1.0 Mental Offload (10-30min)



3.0 Timeline (10-30min)



2.0 Select (10-30min)



4.0 Align (10-30min)

Take a single sheet of paper and write down absolutely everything that you keep in your mind in a list form. The small to-dos, ideas and thoughts of what you'd like to do sometime. Do not categorize, just write it all out.

Imagine that you are cleaning out your attic, and it simply has to be empty by the time you are done.

Some items need to be let go of, some put to good use, and some donated or sold (read: delegated), but before that, you simply need to get them all out.

Once the page is full, continue on a new sheet, so you can eventually lay all the sheets side by side. That way you can have an overview of exactly how much you have been keeping in your mental attic.

Make sure to also write down recurring thoughts or worries.

You should get to the point where you cannot generate a single other thought.

Take a glance at your thoughts. Notice – how do you feel having it all down?

Keep a mental note of the initial feeling.

For the calendar we will be focusing on the things we can act upon in the near future. Keep the rest someplace you can revisit, so you can reflect on how far you've come, what still matters and what doesn't. Next, do the following:

- Highlight the things that you would like to take care of in the next six months
- On the side of each activity, bracket how long you suppose these activities take to complete timewise
- Add a deadline to each of these things, when you will tackle them.
- If the item takes a long time to do, break it down in more steps ("how to" research is an often forgotten step!)

A good rule of thumb is to break down every activity with the 3-2-1 rule - everything that exceeds 3 steps, takes more than 2 hours, or can't be all done in 1 day.

3.0 Timeline

Now it is time to get rid of the attic! In a very Marie Kondo fashion, if you cherish a thought or a plan, you should give it a home, by giving it a day when you can dedicate your time to it. Otherwise, perhaps it is necessary to let go of this activity. Grab some small post-its, and let's get to it!

- Place a post-it on the side of each of the highlighted activities on your mental offload list
- Copy the subject of the activity on the post-it note
- Place all of the post-its on the calendar after the deadline or follow your gut feeling
- Place your plans and activities across the calendar in a realistic manner, taking into consideration your energy and every day obligations
- BE REALISTIC. After all, you have six-months ahead of you.

That's it! You have done a great job! The only thing to do now is to take action. Since you've planned it realistically, there is no need for tension. Just let the time pass and let each plan come true with time and action.

If you feel resistance towards some of the tasks, ask yourself -

Should I delegate this?

Should I let it go?

Can I be more realistic?

By placing your plans with consideration towards your energy levels, your success rate of having them done will be much higher. Your self-esteem will improve, your energy will be rise, and you will feel happier.

Reflect, listen to yourself and design the life that you feel happy about.

4.0 Align

This step is aimed at determining the balance between the things you currently already give your time to without thinking, and the things you aspire to in your lifetime. You may want to glance over any notebooks you have keep for inspiration or goal setting.

How do I currently tend to spend my time? How often do I want to see my friends or practice a hobby to feel good vs. what I do now? What kind of activities would I like to engage in during the week vs. how often I do them now? How about travel? Work? How much time do I want to set aside for my goals? What are my long-term goals?

“

A dream with a date becomes a goal. A goal without a date remains a dream.

Although the calendar only spans the next six months, it is valuable to consider your vision for the future and what you are doing to make these goals come true in your everyday life. Afterall, what can be more telling of our entire life, than a six-month snippet of it?

It might be helpful to think of the following areas and the experiences you would like to have in each:

- Work, Career, Business
- Relationships
- Health, Physical body, Mind
- Finances
- Hobbies, Creative outlets
- Life experiences
- Rest, Recreation
- Spiritual life

Journey towards Balance

— *Your mind & the Six-Month Flow Calendar*

Further, I describe some of the mental pathways in which the Six-Month Flow Calendar can help alleviate every day pressure and accelerate growth.



IMPROVED FOCUS AND ABILITY TO BE PRESENT

With the Six-Month Flow Calendar Method your mind will not have to function as an utility folder, worrying about the things you should keep in mind. By giving each item a day to tackle them, we can rest, knowing all tasks have dedicated time when they will take place. Until then, enjoy being focused and present for what you have at hand in the now.

FEELING OF FLOW

The Six-Month Flow Calendar contributes to the sense of continuum, averting the feeling that you are starting over from scratch. Vacations, unplanned breaks and even illness appear more as a part of life, rather than large disturbances.

IMPROVED MOTIVATION

It can very well be that that one project you have wanted to work on for years is only three months away from completion if you make one or two moves a month. This format helps find a secure place for each step until its completion, which is especially useful if the steps can only take place in irregular or infrequent time intervals. Visualizing them motivates us to keep going and take the smaller, yet necessary actions to make them happen. This in turn rewards us with a strengthened sense of accomplishment.

SUSTAINABLE PRODUCTIVITY

The most common pitfall in new projects is starting too big, working hard for weeks in a row, eventually crashing and assuming that we have failed. Typically, we try again when we have forgiven ourselves for this “failure”, which can take anywhere from two days to eight weeks, if at all. Often, once we get back to it, we expect to work even harder, to make up for all the time lost, and so it turns into a vicious circle*, all of which can be corrected by elements of sustainable productivity.

Sustainable productivity is a result-orientated mindset opposite from hustle culture. It considers the constraints of our mind, energy and time, valuing clear communication, visualization and commitment to strategy and action.

Keep your mind clear (Offload), manage perceived difficulty (Select) and finally - decide when these things should take place by distributing them in a realistic manner (Timeline). This approach improves our ability to see our commitments through to the end.

*This vicious circle is a product of hustle-culture which discriminates against elements of clear communication and renders them as nuisances, glorifying action above all else. This in turn has meant that we have compromised learning (no time to talk, ask questions and listen), well-informed decisions (no time to research, wonder, discover) and good strategy (no time to plan, consider, evaluate) as hustle culture expects action before consideration.

Suggestions for use



GET TO KNOW YOUR OWN BIORHYTHM

All of us have our own natural biorhythms that dictate our energy. This calendar can help you capture this rhythm and help you get to know yourself.

Note the weeks that you remember as overwhelming or underwhelming - you might discover an insight on your biorhythm. This can help plan ahead according to the most enjoyable pattern for you.

You may also want to note down other natural cycles such as moon phases or menstrual cycles, to predict peak or downtime periods.

CELEBRATE YOUR PROGRESS

Note selected happenings onto the calendar (project milestones, paid debt, new furniture, receiving a compliment, etc.) Over time they will help you celebrate small victories and increase the feeling of gratitude and accomplishment.

TAKE STOCK

We are extremely good at monitoring some forms of physical and emotional drain (such as work or exercise), but others, especially experiences that we

associate with leisure, like vacations or meetings with friends - we tend to ignore. Just as other activities, they also need to be adequately processed, therefore note them down and check-in with yourself. Let yourself take appropriate time to process the various events of your life events, it will help you feel more balanced.

ACQUIRE NEW HABITS WITH EASE

Taking the advantage of the accumulation effect is the single most undervalued hack of our lives - yet with this calendar's flow format, it is easier than ever to learn the value of having consistent mini-habits over implementing drastic lifestyle changes. Consider this - a person who commits to reading ten pages every day, will have read approx. 18 books in a year.

MORE TIME FOR YOU

Give yourself permission to set a date for ideas and plans on days that do not yet have an agenda or lack 100% certainty that you will be available that day. If we do not book our own time, someone eventually will. By doing so, you will become much better at selecting the meaningful activities that move you towards the life you desire, and steer away from what keeps you away from it.

IMPROVED DIVERSITY OF LIFE

Besides making our routines work, a huge component to our overall happiness is making space for diversity and surprise. Make time for them, especially when you see yourself become depleted of joy.

IMPROVED FLEXIBILITY AND QUALITY OF EXPERIENCES

Spot weeks that are starting to become too overwhelming with ease - if necessary - make sure to reschedule and notify people about your time or energy limitations. This makes it more effortless



to cancel or disperse some of our plans over more empty weeks.

Committing to do what we have planned when we actually have the necessary resources to be fully present, improves the quality of our experiences, and can effectively negate negative consequences of carrying out plans at times when they are simply too much.

OTHER PRO-TIPS

- Plan when to plan things. Start by booking an hour once every two weeks - adjust according to your needs.
- Make your own glossary of symbols for registering frequent activities.
- Add a large post-it with weeks goals or plans at sides of the particular week to keep yourself in check.
- For tracking a certain new activity or a new habit, make small squares in each day, so that you can tick them once the action is completed. This can be especially useful when taking medication.
- Experiment with rapid logging to save note taking space - e.g. work with "W 9-16".
- Place a pen and some stickers near the calendar, to make it easier to use it.

I truly hope this guide has been helpful to you. If you have any unanswered questions, you are welcome to reach out at *contact@bonafide-studio.com*



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www.bonafide-studio.com