Close today. Name the return.

A short taste of the Workday Off Switch kit.

At a safe stopping point, write one unfinished item and a realistic return plan. Address urgent work and agreed handovers before closing the day.

One unfinished task - just the facts

My next physical action and the time I will review it

If blocked, my fallback or person to ask

One activity I choose after work

General planning education for adults, not therapy or treatment. No promise of a particular emotional outcome. The full kit adds worked examples, handover planning, six scripts, a seven-day experiment and a review. Explore chaos2blue.nz/workday-off-switch. Your answers stay in your saved file; protect private details.