



Pre-Meeting Meditation for a meeting at work.

Here's a simple and grounding **meditation to do before a meeting**, especially helpful if the conversation feels high-stakes or emotional. It helps you stay calm, clear, and composed:

1. Settle and Breathe (30 seconds)

Find a quiet space. Sit or stand comfortably.

Close your eyes or soften your gaze.

Take a deep breath in through your nose...

And a long, steady breath out through your mouth.

2. Center Your Breath (1 minute or 5 cycles)

Use this calming rhythm:

Inhale for 4 counts → Hold for 2 counts → Exhale for 6 counts

Let each exhale release tension from your body—especially your shoulders, jaw, and stomach.

3. Anchor Your Mind (1 minute)

Silently repeat:

“I am calm. I am clear. I am grounded.”

Let these words become your steady mental rhythm as you breathe.

If nerves or racing thoughts arise, just notice them and return your focus to your breath.

4. Visualize Steady Confidence (1–2 minutes)

Picture yourself in the meeting:

You're communicating clearly and listening with presence.

Whether the topic is praise, feedback, or negotiation—you are balanced and steady.

You're expressing yourself with clarity and confidence.

5. Return with Intention (30 seconds)

Take one final deep breath in...

Exhale slowly.

Open your eyes.

Silently say to yourself:

“I show up with confidence and respect.”

*This meditation doesn't guarantee the meeting will go perfectly—but it prepares **you** to show up as your best, most grounded self. You're ready. Have a great meeting!*