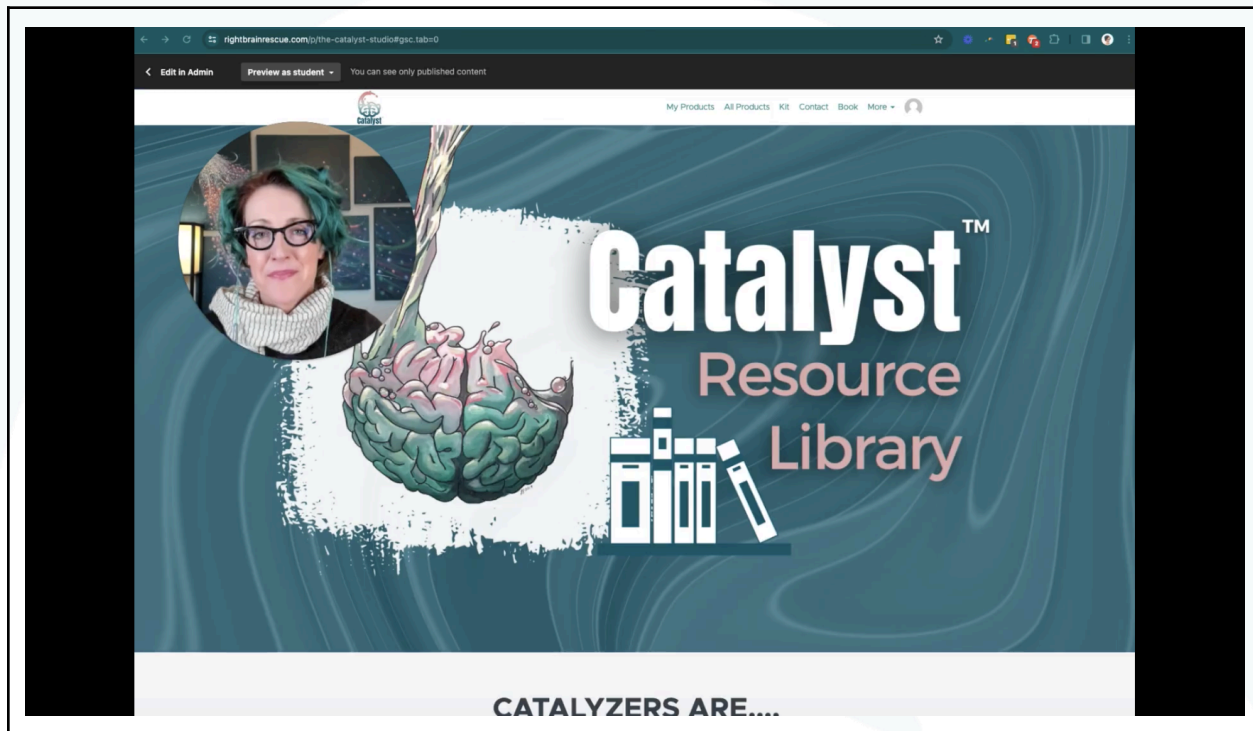




START HERE

([IMAGINE](#) module)



☀️ **Feeling Overwhelmed? Start Here!** ☀️

You're not alone! Catalyst Studio is packed with valuable resources, and it's normal to feel unsure about where to begin. Let's get you on track with a **simple roadmap to progress**.

First, Measure Your Starting Point

Take the [Catalyst Micropractice Assessment](#) to see how aligned you are with the roadmap. This score will give you a baseline to measure your growth.



My Top 3 Tips to Jumpstart Progress

1 Give Yourself Permission to SKIP.

Feeling overwhelmed? Stressed? Not sure where to start? **Skip this week's Studio Time mastermind!** Sometimes hearing what others are working on can feel more stressful than motivating. Protect your energy and **choose an activity that helps you reset instead.** You can always watch replays (at double speed!) in [our Facebook group](#) or [access them here](#) when you're ready.

2 Start at the Beginning.

Download the interactive [Catalyst Studio Orientation Guide](#). Block out **2-3 hours per week** for the **Online Resource Library**. Start with the **IMAGINE** module and move at your own pace—**no judgment, no pressure**. Some lessons won't apply to you, and that's okay. Completing modules will give you mini-dopamine boosts to keep you motivated!

3 Refer to Your Mentoring Notes.

This is your reminder to [schedule your 1:1 session!](#) Unlike other mentorship programs, I **personally coach you—I don't outsource this!** Let's work together to prioritize your next steps and clear the mental clutter so you can focus on what truly matters.

You Can't Find Creative Flow if You're Burning Out!

 Take **20 minutes** to print out the **Catalyst Calendar PDF** and watch this essential **time management video**.

When your schedule aligns with activities that **energize you**, you'll stay **motivated and flow-channeled**.

Bonus Tasks

✓ Check the [Studio Time Calendar](#) and plan ahead for weekly mastermind sessions.

✓ Open the [Catalyst Trello Template](#) to create your **virtual vision board** and



streamline your calendar planning.

✓ Stay tuned! In the next module, **FIND**, you'll unlock even more time with the **Time Wizardry** lesson!

💡 Progress happens one step at a time—keep going!

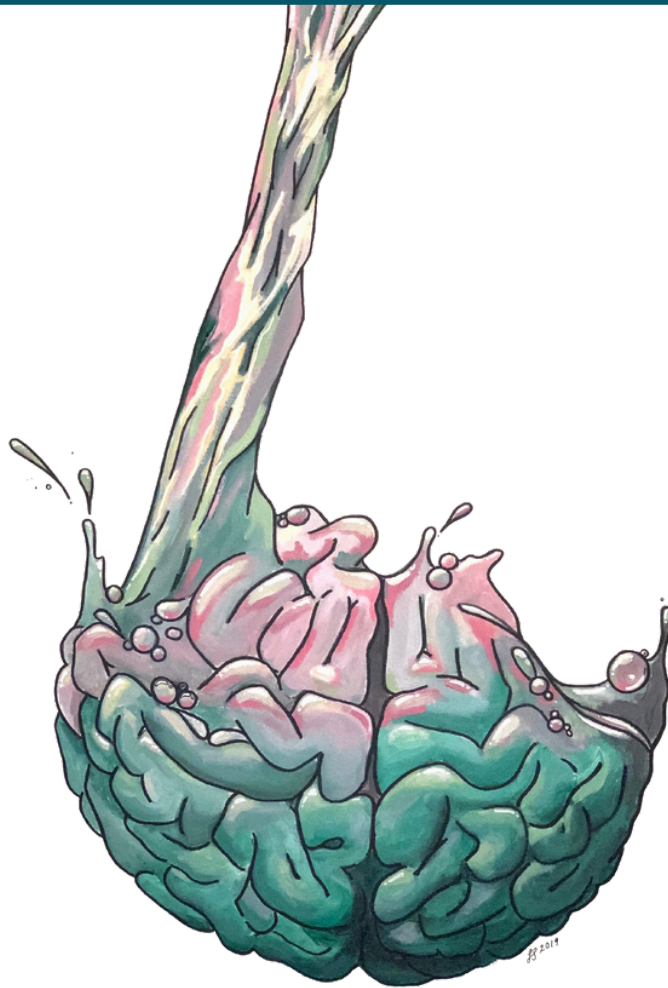


Free write

(10 mins)

List **goals** in no particular order (they can be a mix of easy, hard, big or small)

The
Catalyst
Calendar



FLOW-INFUSED
TIME MANAGEMENT

Dr. Lara Salyer, DO, IFMCP

© 2025 Copyright Dr. Lara Salyer, DO, IFMCP

Printed and bound in the United States of America. All rights reserved.

No part of this book may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recoding, or by an information storage and retrieval system -- except by a reviewer who may quote brief passage in a review to be printed in a magazine, newspaper, or on the Web -- without permission in writing from the publisher. For information, please contact:

Dr. Lara Salyer, DO, IFMCP
Chief Creativity Catalyst™
Right Brain Rescue Publications®
1005 16th Ave
Monroe, WI 53566
(608) 571-3696
<https://DrLaraSalyer.com>

Although the author and publisher have made every effort to ensure the accuracy and completeness of the information contained in this book, we assume no responsibility for errors, inaccuracies, omissions, or any inconsistency herein. Any slights of people, places, or organizations are unintentional.

Flow Neuroscience



There is a recurrent sensation in our lives of suddenly *coming back to Earth* or *waking up from a (day)dream* after being on a productive streak or really enjoying yourself for hours. We commonly know it as being “in the zone”, but [Psychologist Mihaly Csikszentmihalyi](#) coined the term of [flow state](#), “a mental state in which a person performing an activity is fully immersed in a feeling of energized focus, full involvement, and enjoyment in the process of the activity. In essence, flow is characterized by the complete absorption in what one does, and a resulting transformation in one's sense of time.”

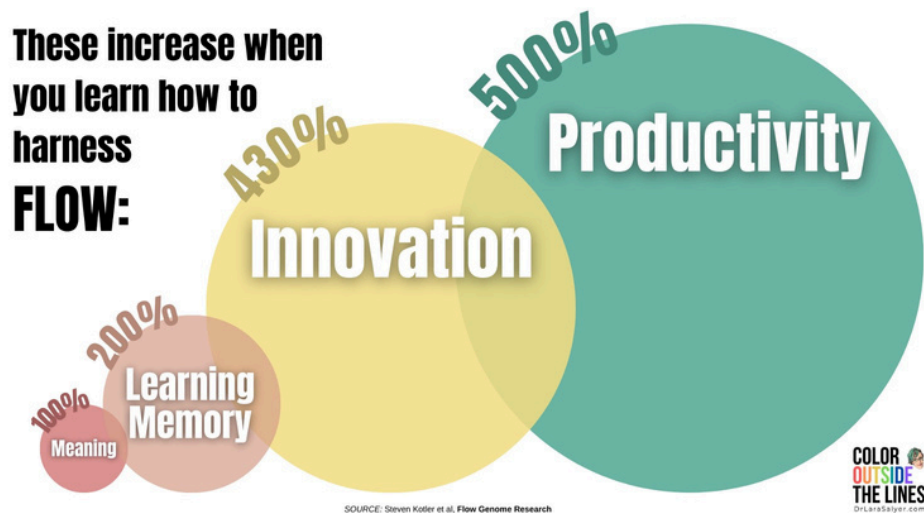
Csikszentmihalyi defined flow as one of the [eight states](#) that we experience when faced with a challenge, which are based on the nature of the task and our skill level are lack of interest, calm, worry, control, anxiety, arousal, and, of course, flow. In each state, we relate to the task in a different way (with indifference, fear, excitement) depending on how challenging the task is and how competent we are. Flow involves “a balance between the challenge of the task and the skills that the individual possesses”, so it happens when the challenge is big but achievable.

[Steven Kotler](#), an expert in ultimate human performance, founded [The Flow Research Collective](#), a research and training organization to understand the science behind how to get humans to perform their best. He conducted a study and found that participants from a wide variety of fields such as entrepreneurs, scientists, and writers reported being [700% more creative in flow state](#).

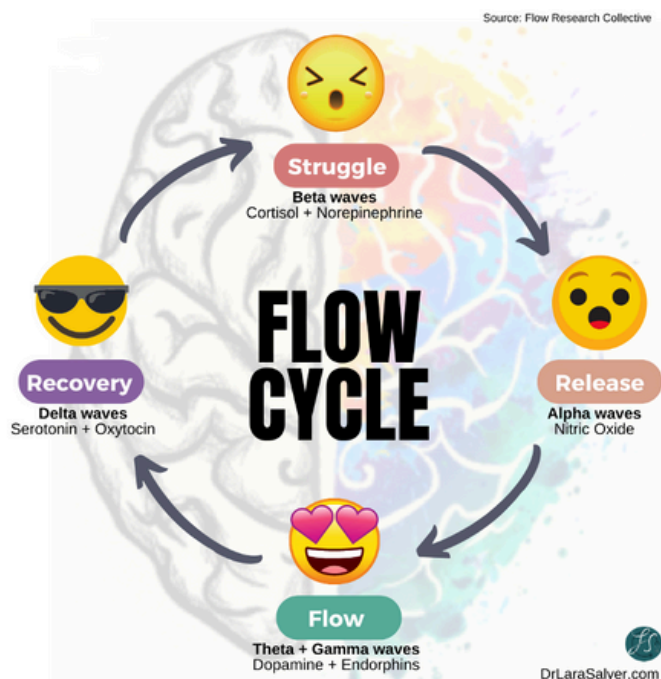
A [study](#) on workplace growth and well-being shows that the balance that represents flow state makes workers, in this case, physicians, “more likely to optimize their experience as professionals and work more effectively, collaboratively, and successfully with their colleagues”.

Whether you're a mountain climber, video gamer, musician, or sports enthusiast, capturing flow state is key to effortless enjoyment and zen. When you enter flow state, your brain releases [five feel-good neurotransmitters](#), which are: norepinephrine, which helps us acquire data; dopamine, which improves pattern recognition and data processing; anandamide, which accelerates lateral thinking and widens the database; and endorphins, which modulate stress levels and keeps us calm.

The way in which our brain plays around will all of them generates feelings of happiness, well-being, and lowered stress –and that is why it is so addictive! These neurotransmitters increase our ability to problem solve, pay attention to detail, and relax our muscles. Flow state has been shown to significantly increase life satisfaction for older adults. It can also aid in motivation in work and employment and even Navy SEALs use it on a daily basis for success.



Accessing flow state is an effective, rewarding, and pleasurable way to combat feelings of burnout, fatigue, and stress. The more you practice accessing this state, the easier it will become for you and the better you will feel in both your personal and professional life.





Catalyst™ Flow Checklist

is your work/life masterpiece primed for flow?

flow disruptors

- fragment your attention
- drain cognitive energy

- ☐ Frequent interruptions
- ☐ Excess external stimulation
- ☐ Lack of natural (outside) view
- ☐ No autonomy over schedule
- ☐ Non-nutritive food options
- ☐ No psychological safety
- ☐ External locus of motivation
- ☐ High volume of low value tasks
- ☐ Overloaded with tiny decisions
- ☐ Inefficient systems and processes
- ☐ Responsibility spread too thin
- ☐ Chronically stressful environment
- ☐ Chaotic sleep/wake patterns
- ☐ No reward for effort
- ☐ Detached from greater mission
- ☐ Indirect/passive communication
- ☐ Collaboration is discouraged
- ☐ Reliance on hyperproductivity
- ☐ Lack of regular check-ins

flow enhancers

- produce dopamine
- reduce cognitive load


- ☐ Primary control over schedule
- ☐ Environment allows concentration
- ☐ Frequent completion of tasks
- ☐ Direct feedback of progress
- ☐ High self-efficacy and confidence
- ☐ Perception of being valued
- ☐ Gratitude is expressed
- ☐ Internal locus of motivation
- ☐ Clear goals defined
- ☐ Positive mood and affect
- ☐ Intermittent novelty
- ☐ Interoceptive embodiment expert
- ☐ Skills match the tasks at hand
- ☐ Well-formed automatic habit loops
- ☐ Clear systems of delegation
- ☐ Regular active recovery practices
- ☐ Open/respectful communication
- ☐ Upholds curiosity and flexibility
- ☐ Aligned to greater purpose/mission





Catalyst™ Day Planning

Momentum is easier when we plan our day, properly divided and stacked into smaller, achievable tasks. This sheet helps you work through the logistics of breaking your day into tiny chunks so you can grab that dopamine and propel yourself forward!

© 2025 Catalyst DrLaraSalyer.com 



IMAGINE a successful day

Describe Future You as you looking back at the end of the day: what are you feeling, what are you doing?

Your big 3 tasks for today:



FIND flow blocks:

Identify potential people, events or time of day when you might be sidetracked or taken off path.



STREAMLINE your day:

Brainstorm ways you can set flow triggers to enhance focus, outsource tasks or combine efforts.



AMPLIFY physiology:

When will you pause to check in with yourself to realign goals, nourish and move your body?



PARADE your masterpiece

No masterpiece is without mistakes. Gratefully reflect back with a growth mindset and write learning below:

Becoming a Catalyst

The **Catalyst AHA!™** method helps you learn one of the most important foundational aspects of flow neuroscience: **containment**. You'll learn to bust the antiquated myth that flow is generated randomly, and creative play is a lucky happenstance. Not true! The most prolific and happy people are those that have devised their own time-blocking methods, **optimized** to their own **energy cadence**.

This guide will help you understand time management in a completely unique way. You'll learn how to:

- **prime** your brain by setting proper time **boundaries**
- **augment** productivity by removing **flow blockers** and planting **flow triggers**
- **prioritize** the often overlooked (and quieter) **recovery phase** of the flow cycle

Learning this system is like learning anything: you will get better each time you practice. Once it becomes second-nature, you'll find that the **AHA!™ planning system** is a **permanent upgrade of your wellbeing**. You'll have all the tools to manage time, boundaries, and energy so you can routinely reflect and realign your goals towards your values. You'll have the confidence to be a Catalyst™ practitioner who **prioritizes eudaimonia** and understands how to move **past burnout**.

Average Practitioner

Reactive
Rushed
Frantic
Overworked
People-pleasing
Struggles daily
Sleep deprived
Prides on "busy"
Lacks self-awareness

Catalyst

INNOVATIVE *Efficient*
Unique *Flow-centric*
ORGANIZED *Grounded*
Boundaried *CURIOUS*
Anti-burnout
Engaging



Day Planning

1. **START** by writing your fixed appointments on the planner, located on the left.
2. While reflecting on your weekly goals, **PURGE** relevant tasks in the To Do box
3. **BATCH** similar tasks together (using different highlighter colors).
4. **TRIAGE** and assign a time in your day when you would have energy to match the task
5. **PLOT** "AHA!" flow trigger opportunities during transition periods

5:00
6:00
7:00
8:00
9:00
10:00
11:00
12:00
1:00
2:00
3:00
4:00
5:00
6:00
7:00
8:00
9:00
10:00

To Do:

© 2022 Catalyst DrLaraSalyer.com



QUICK TIPS

If a task is easy or boring, use a **timer** to gamify flow. If a task is overwhelming/hard, **ANCHOR** into the longterm purpose and **HIGHLIGHT** ways to measure progress that feel meaningful to you. **ACTIVATE** your energy by avoiding flow blockers and incorporating flow triggers.



What did you savor today?




AHA!

TM

Weekly planning

1. **START** by writing your fixed appointments on the planner, located on the left.
2. While reflecting on your weekly goals, **PURGE** relevant tasks in the To Do box
3. **BATCH** similar tasks together (using different highlighter colors).
4. **TRIAGE** and assign a time in your day when you would have **energy to match** the task
5. **PLOT** flow opportunities during transition periods (adding enhancers or removing disruptors)

Time		M	T	W	T	F	S	S
								
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							
	:00							
	:30							

To Do:


What did
you
savor this
week?





Catalyst™ Weekly review

This sheet helps you work through the logistics of breaking your week into tiny chunks so you can stay motivated and drop into flow more frequently to propel yourself forward!

© 2025 Catalyst DrLaraSalyer.com 



ANCHOR personal meaning

Describe Future You as you looking back at the end of the week: what would make this week meaningful for you?

Values identified:



HIGHLIGHT progress and pitfalls

Identifying our wins keeps us tethered to gratitude. Noticing our pitfalls help us keep an eye on incremental improvements through the weeks.

I'm rocking this!

Still struggling with:



ACTIVATE internal energy

Practicing embodiment techniques and routinely planning our downtime is essential to avoiding emotional exhaustion

Pick your method(s) of quietly nourishing your physiology this week:

- Quiet contemplation
- Humming or singing
- Meditation
- Massage
- Creative play
- Drawing, painting, art
- Dancing
- Yoga
- Breath work
- Journaling
- Writing
- Low inflammatory food
- Avoiding alcohol
- Low sugar intake
- Walking outside
- Routine sleep/wake times
- Behavioral therapy
- Socialization with friends
- Reading for pleasure
- Listening or playing music
- _____
- _____

Check each day that you successfully devoted to self-care:

Su

M

Tu

W

Th

F

Sa

What emotions have you identified this week and where do they show up in your body?



You are a **CATALYST.**TM

As you **paint** your world
in vivid colors of **originality**
and **purpose**, you become
a masterful artist
who awakens this **magic** in others.

--Dr. Lara Salyer