



## OVERVIEW: 10-STEP STARTER PROGRAM

TOTAL Audio Time	155 min (about 2.5 hours)
TOTAL Worksheet Activity Time	95 mins (about 1.5 hours)
Minimum Practice time over 2 weeks (at step 9)	170 min (about 3 hours)
<b>TOTAL program time</b> (if 14 days of 10mins practice included, between 2-4 weeks)	<b>About 7.5 hrs</b> (rounded up)

1. **STEP 1. Introduction and Orientation to Tactical Composure (20 mins)**
  - a. 20 mins of audio
  - b. 2 optional reading handouts (PDF)
2. **STEP 2. Your Tactical Composure Objectives and Mindset (15 mins)**
  - a. 12 mins of audio
  - b. 1 worksheet to download
3. **STEP 3. Recognising (awareness) Tactics (25 mins)**
  - a. 14 mins of audio
  - b. 4 mins for 1 Checklist
  - c. 6 mins for 2 Worksheets
4. **STEP 4. Regulating (relaxing) Tactics (85 mins, across a few days)**
  - a. 60 mins of audio (across 10 clips)
  - b. 20 mins of reflection on the experiences
  - c. 5 mins checkpoint - Tactics Testing Worksheet
5. **STEP 5. Refocusing Tactics and Take 5 Grounding Exercise (30 mins)**
  - a. 9 mins of audio
  - b. 10 mins to read and record on 2 worksheets
  - c. 8 mins of audio for Take 5 grounding exercise
6. **STEP 6. Reframing Tactics (30 mins)**
  - a. 10 mins of audio
  - b. 20 mins for 2 worksheets
7. **STEP 7. Rehearsing Tactics (20 mins)**
  - a. 10 mins of audio
  - b. 10 mins for Self-Instructional Method Worksheet
8. **STEP 8. Reconnecting Tactics (20 mins)**
  - a. 7 mins of audio
  - b. 10 mins for 3 worksheets in one document
9. **STEP 9. Your Tactical Composure Exercise Plan (About 2.5 hours over 2-4 weeks)**
  - a. (10 mins daily practice for 4-6 weeks, homework)
  - b. 7 mins audio about the Exercise Plan and homework
  - c. Minimum 140 mins of regulation practice
  - d. Minimum 30 mins of weekly worksheet time for SIM and Reframing
  - e. OPTIONAL BOOSTER - 40 mins of longer attention and mindfulness exercises
10. **STEP 10. Reflection and Going Further (additional materials) (25 mins)**
  - a. 10 mins of reflection questions
  - b. 7 mins of audio to explain the Combined TC Worksheet
  - c. 5 mins to consider everyday mindfulness opportunities and next steps (which tactics might need more exercise)
  - d. 3 mins to explore additional materials for more advanced steps