

compartmentalization



the act of separating something into parts and not allowing those parts to mix together

Wouldn't it be wonderful not to feel stressed and be present in each moment, so you can truly focus and deal with whatever life throws at you?

Being able to compartmentalize is one way to get to a place where you feel more in control of your life. It allows you to divide up the tasks, responsibilities and thoughts you have into different areas, so they don't overlap and fight for your attention all the time.

You can then sort all of your tasks and projects, and put them all into various virtual boxes allowing you to work on only one thing at a time.

Compartmentalizing helps stress management as it can reduce anxiety and tension. It's an approach that is commonly used to avoid mental discomfort and helps with the conflicting views of those around us every day,

What Is Compartmentalization?

Compartmentalization is a psychological defense mechanism. Basically, your brain is already trained to compartmentalize. It's the "fight" mechanism that your brain adopts in case of stress and anxiety. Whenever two clashing emotions or thoughts come face to face, your brain pushes them away and puts them in two different places. Your mind keeps contradicting thoughts away to keep you at peace. This is exactly what compartmentalization is.

To compartmentalize means you have the ability to shut out all distractions and other work except for the work in front of you. Nothing gets past your barriers. Being able to compartmentalize our emotions can improve our mental wellness. Compartmentalization can also be used in positive ways to help us become more productive and allow us to focus on the things that are important to us.

Removing distractions. The biggest obstacle of productivity is the constant presence of distractions. It's easy for us to divert our attention to our colleagues or cell phones and waste precious time. When you sit down to get some work done, set your phone on Do Not Disturb. Close unnecessary tabs on your computer that can get in the way. The more you do to focus on the task at hand, the more efficient you will be; the faster you can get it done.

Scheduling your day. A daily schedule can help bring order to your life and ensure that you're devoting plenty of time to the most important things. Plan out your day so you can focus on what needs to be done by the end of it.

Make time to clear your mind. While getting work done is necessary, it is equally important to make sure you are making time for family and scheduling much-needed breaks. Go for a walk outside, have a healthy snack or focus on something completely unrelated to work.

Leave work at work. Some days, it's hard not to think about work when you're at home. Leaving work at work, and the stress it often brings, helps us to be more present our my family. It's very important that they get the best version of us. Worrying about work when we're at home can actually do more harm than good.

Leave home at home. When you're at home, be there. Don't be a slave to email. Have a nice dinner, take a walk outside, talk to your partner, friends and children. If you're really *present* at home, you can stave off some personal problems that might otherwise follow you to work.