**CREATIVE PROBLEM SOLVING**

**PRACTICAL TASK**

**Work-life balance**

**Objective of the task:** to help you identify areas where you can focus your efforts for better balance!

**Task**. Generate a visual representation (mind map) of factors affecting your work-life balance and explore practical ways to improve it.

**Instructions**

1. In the center of a sheet of paper (or using a digital tool), write "Work-life balance".

2. Draw lines branching out from the center and label each branch with key areas that impact work-life balance (e.g., Time management, health, family, leisure).

3. From each key area, create sub-branches with specific ideas or actions you can take.

*For example:*

* Under time management, you might have sub-branches like "Set boundaries," "Delegate tasks," or "Use a daily planner."
* Under health, you might write "Exercise," "Healthy eating," or "Meditation."

***You can write your ideas here or use online tool*** [***https://www.mindmeister.com/app/map/3459323053?source=template***](https://www.mindmeister.com/app/map/3459323053?source=template)