



Creative Waikato
Toi Waikato



BUILDING CREATIVE HABITS



**CHOOSE YOUR
CREATIVE HABITS**



FINDING THE TIME



**YOUR CREATIVE
WORKSPACE**



CHOOSE YOUR CREATIVE HABITS

Creative habits are important.

They are what you do on a regular basis. A small amount of work daily or weekly quickly adds up to a huge amount. On the other hand, a tendency to distract yourself with social media can end up as a big drain on your available creative time and energy.

Fill in this chart to analyse what helps and hinders your creative practice right now. On the next page, there are some tips that may give you more ideas.

Good habits, supports, energy sources	Bad habits, distractions, energy drains

What do you want less and more of in your creative life?

TIPS

Here are some things a lot of people find useful:

- Do some creative work first thing.
- Put off checking emails, texts or social media until after lunch.
- Block out creative time and protect it.
- Use routine and ritual to get yourself started.
- Have other creative people you can ask for support.
- Try buddying up or taking a class.
- Make it easy to get to your creative workspace.
- Tell yourself that your creative work is as important as your job and social commitments.
- Work for short set intervals with breaks in between (e.g. 30 minutes.)
- Have your workspace set up and ready to go at all times.
- Plan times of doing nothing except zoning out without stimulation.
- Block the internet while you work or delete social media apps off your phone.
- Let people know not to disturb you while you're in your workspace.
- Say 'no' to creative things that don't interest or benefit you.
- Make sure you have everything you need, and that you can find it.

B

FINDING THE TIME

One of the most common things that creative people say they struggle with is having enough time for their creative work.

Often, there are small, unnoticed time drains or diversions that can easily be redirected to creative activity. If you want more time for your creative work, you can probably find it.

How much time do you want for your creativity?

Minimum: _____

Ideal: _____

Making time

Map your current creative week, including other commitments.

Time	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Pre-7							
7-8							
8-9							
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							
10 on							

What surprised you?

What are you doing that you don't enjoy or value? What doesn't need to be done, or what could someone else do instead?

What changes do you want to make?

Making the time you need

If you don't think you have enough time for creativity, it may be good to check that your timetable reflects your priorities. You may be putting your imagined obligations above your very real creative needs.

Map the creative week you want, including any changes you've chosen.

Time	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Pre-7							
7-8							
8-9							
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							
10 on							

Maintenance

It's important to protect the new space you find by communicating clearly with the people round you, and saying 'no' when needed. Saying 'no' often only requires feeling uncomfortable for a bit. This may be better than feeling continually anxious because you've given yourself too little creative time.

You may want to list the different sorts of things that serve your creative work, including administration and play. Because our energy levels change, different times of day suit different sorts of activity. If you have a list of activities, you make it easier to pick something that suits your current mood.

If you want to increase your creative time, it can help to build it up in realistic increments. This means you're more likely to succeed and to feel encouraged.



YOUR CREATIVE WORKSPACE

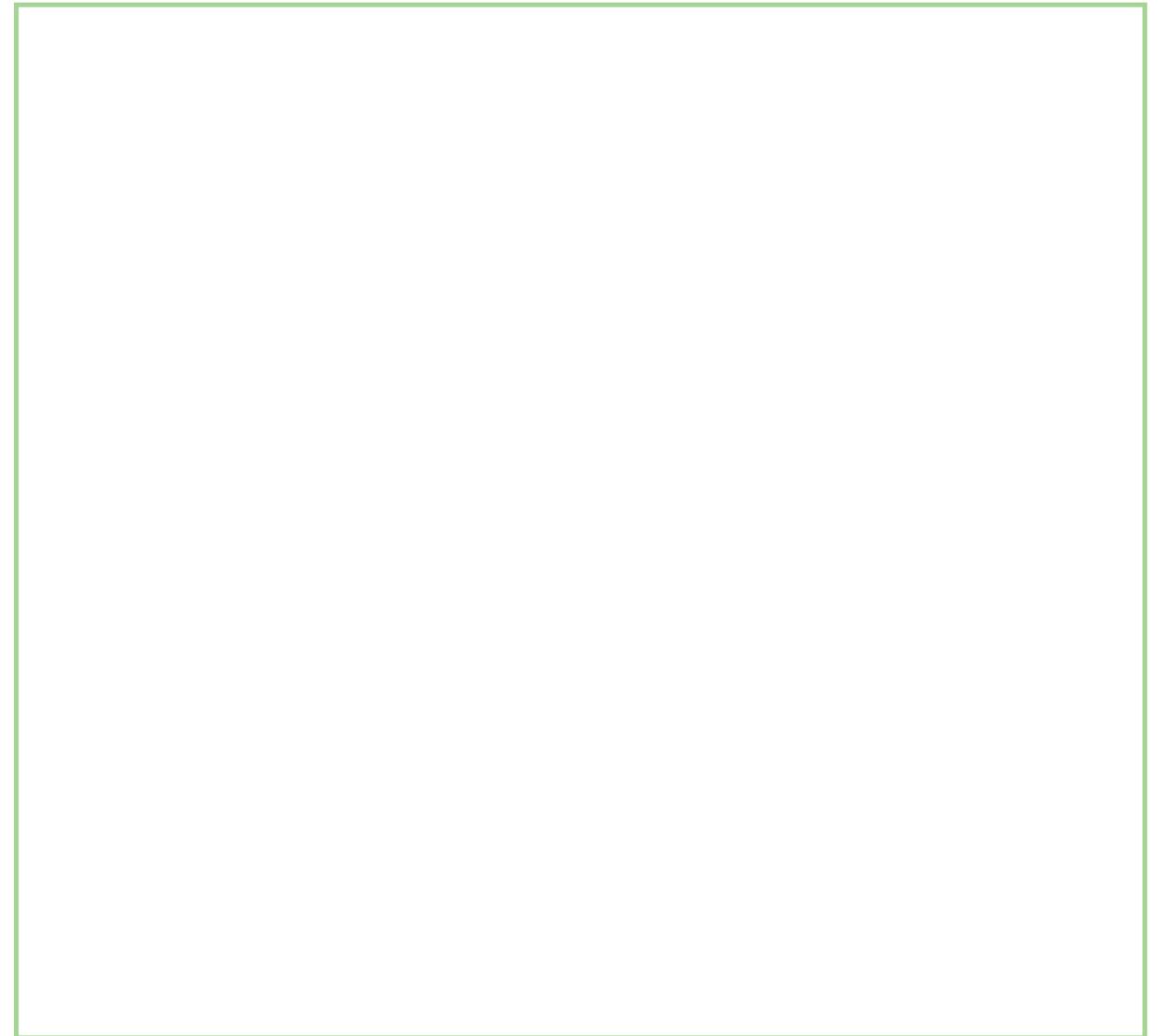
Your creative workspace is a huge influence on your creative habits.

Enjoying being in your creative workspace can be the difference between avoiding your work and getting to it.

Your workspace isn't just physical; it's a psychic space too. Your space may be temporary, like the kitchen table early in the morning. No matter where your creative space is, it helps to make it an easy place to work.

STEP 1: ANALYSE YOUR WORKSPACE

Draw/map/label your current workspace. Think about systems, time, colours, objects, sounds, how the space gets used...



What are the problem areas?

What's working well?

STEP 2. IMAGINE OR PLAN A BETTER WORKSPACE

Draw/map/label your ideal workspace. You can be realistic or fantastic!
Again, think about systems, time, colours, objects, sounds, how the space gets used...



What needs to happen for you to love being in your workspace?

What changes will you try?
