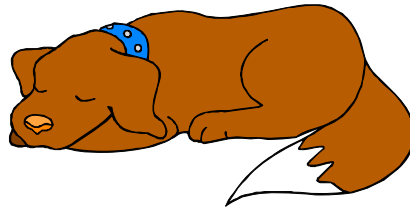


**SLEEP
WELL**
- Every Night

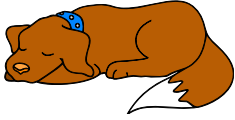


Prepared by:

ROSS GILMOUR

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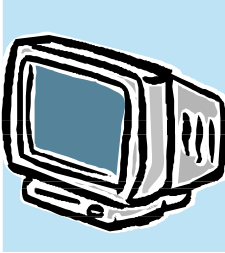
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Using This Programme

The full programme consists of:

- *A forty page workbook*
- *A fifty minute DVD*
- *Two audio CDs.*



The DVD

The DVD is approximately fifty minutes long and contains information on the sleep process and the difference between initial and ongoing causes of sleep problems. A series of skills that are very effective for overcoming sleep problems are outlined, together with an explanation of why and how each skill works.

The DVD is divided into ten modules and the headings for each of these are given in the 'Contents' page of this booklet. At the end of each segment you are asked to complete exercises in your workbook.

It is useful to review the written material in each module before completing the exercises. The DVD modules are not all of equal length. The longest (Module 2) is approximately 17 minutes, whereas the shortest (Modules 9 & 10) are about 1½ minutes each. *It is not necessary to watch the entire DVD and complete the exercises in one sitting.*

The Workbook



The workbook has been designed to be used in conjunction with the DVD. It consists of ten different modules which link in with the ten separate modules on the DVD.

Within each module is:

1. Material listed under '*Key Points*' which reflects the key points made on the DVD;
2. Material listed under '*A Few More Points*' comprising information which is not on the DVD but which is useful to know;
3. A number of exercises which relate to the material covered in each session. It is useful to complete these as they help 'cement' the learning process.



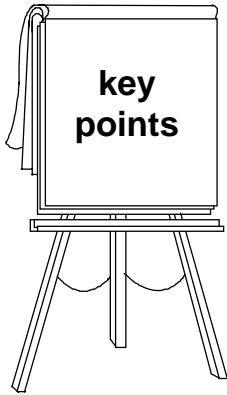
The Audio Programme

CD One (Tracks One & Two) - This first CD contains all of the information given on the DVD, together with additional information on the sleep process and how to overcome sleep problems. It has been designed to be listened to in bed while waiting to fall asleep, which provides an opportunity for the learning to be reinforced without taking extra time out during a busy day.

CD Two (Track One) - This track is similar to track two, but includes some exercises designed to help people relax the muscles in their body. It is particularly useful for situations where a person is feeling quite stressed as well as experiencing sleep problems. We usually suggest that people start by using CD Two, Track Two, to get to sleep and only use this track if they are feeling stressed or feel Track Two is not working effectively for them.

CD Two (Track Two) - This track applies the skills outlined on the DVD and on CD One. It uses a combination of Visualisation and Affirmation processes and is extremely effective at helping people to fall asleep quickly, stay asleep, and wake refreshed. This particular track has been deliberately placed at the end of the CD as it is the track that most people use on a regular basis to help them sleep well. People usually fall asleep while listening to this track so by having it at the end of the CD the programme just quietly stops and allows them to continue sleeping.

An Introduction to the Sleep Management Programme



- All animals and humans sleep.
- We don't need to learn to sleep but many people do, accidentally, learn how not to sleep.
- Approximately 25% of New Zealanders working traditional hours have problems sleeping in any given year, and 10% rate these problems as extremely distressing.
- The figure of 25% is similar to American and British research findings indicating that between 25% and 33% of the population experience difficulties sleeping.
- Between 50% and 80% of shift workers have problems sleeping. The variation reflects differences in hours worked, the type of shift worked, and the frequency of shift changes people have.
- This programme is not targeted at people who have very specialised sleep problems such as sleep apnoea, instead it is designed for perfectly healthy people who have trouble either getting off to sleep, staying asleep, or both!

.. *Exercise*



An Assessment of How Well You Currently Sleep:

Please circle a number against each statement which best indicates the way you feel:

		1	2	3	4	5
		<i>Almost Always</i>	<i>Often</i>	<i>Sometimes</i>	<i>Seldom</i>	<i>Almost Never</i>
1.	I get all the sleep I need each day ..	1	2	3	4	5
2.	I wake up feeling tired	1	2	3	4	5
3.	I worry that I am not getting enough sleep	1	2	3	4	5
4.	It takes me a long time to get to sleep ..	1	2	3	4	5
5.	I have health problems that make it hard to sleep	1	2	3	4	5
6.	Once I'm asleep I stay asleep until I have had all the sleep I need	1	2	3	4	5
7.	I wake up shortly before my alarm goes off	1	2	3	4	5
8.	Even if I wake during the night I get back to sleep quickly	1	2	3	4	5
9.	I sleep through most household and neighbourhood noises	1	2	3	4	5
10.	I feel wide awake at work	1	2	3	4	5
11.	Sleep problems make it hard for me to concentrate at work	1	2	3	4	5
12.	Sleep problems make it hard for me to be accurate at work	1	2	3	4	5
13.	I need to take time off work to catch up on my sleep	1	2	3	4	5
14.	I get moody or 'touchy' because of a lack of sleep	1	2	3	4	5
15.	I use sleeping tablets to help me sleep ..	1	2	3	4	5
16.	I use alcohol to help me sleep	1	2	3	4	5
17.	Some foods affect how well I sleep ..	1	2	3	4	5
18.	Some drinks affect how well I sleep ..	1	2	3	4	5
19.	I sleep well when I travel	1	2	3	4	5
20.	I have problems staying awake when I drive	1	2	3	4	5

Reviewing Your Assessment Ratings

In the exercises in Module 2 you are asked to look back at your ratings and use them to complete a specific exercise. At this point, however, it may be useful to be aware of the following information:

- Items 1 to 4: Reflect how well you currently sleep.
- Item 5: Checks to see whether your sleep problems are caused by medical problems.
- Items 6 & 7: Relate to Module 5 of the DVD and booklet, which teaches people how to stay asleep once they fall asleep.
- Item 8: Relates to Module 6, which teaches people how to get back to sleep if they happen to wake.
- Item 9: Relates to Module 7, which teaches people how to sleep through noise and daylight.
- Items 10 to 14: Reflect the impact of your sleep problems at work.
- Items 15 & 16: Comments relating to these items are given on CD One of the audio programme and a brief reference is made to them in Module 8 of the DVD. When you apply the skills taught in this programme you will find that you no longer need either of these to get to sleep and stay asleep.
- Items 17 to 18: Relate to Module 8 of the DVD and workbook, which discusses some of the traditional advice given to overcome sleep problems.
- Item 19: Comments and suggestions related to sleeping well when you travel are given in Module 2 and Module 9.
- Item 20: If this is an issue for you, pay particular attention to the suggestion made on the DVD at the end of Module 2.