



**PLANNING**

*for Success*



**REDUCING  
DISTRACTIONS**



*Fully Focused*

**WORKBOOK**

*+ Action Plan*

# ABOUT THIS WORKBOOK

This workbook was designed to support you in starting your Arabic journey with confidence.

May Allah accept our efforts &  
guide us all toward what is pleasing Him  
Ameen

- DISCLAIMER -

This workbook is intended for participants of the  
Online Training  
*Planning for success*  
ONLY

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DUA

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

اللَّهُمَّ أَعِنِّي عَلَى ذِكْرِكَ وَشُكْرِكَ ، وَحُسْنِ عِبَادَتِكَ

O Allah, help me to remember You, to give You thanks, and to perform Your worship in the best manner.

Hisn al-Muslim 59

NOTES

## Introduction

Recap



# BUILDING SELF-DISCIPLINE

## Reflections

What is a distraction?

A distraction is anything that diverts our \_\_\_\_\_ from our intended tasks or \_\_\_\_\_.

المُلهَيَاتُ

## Distractions

are significant because they

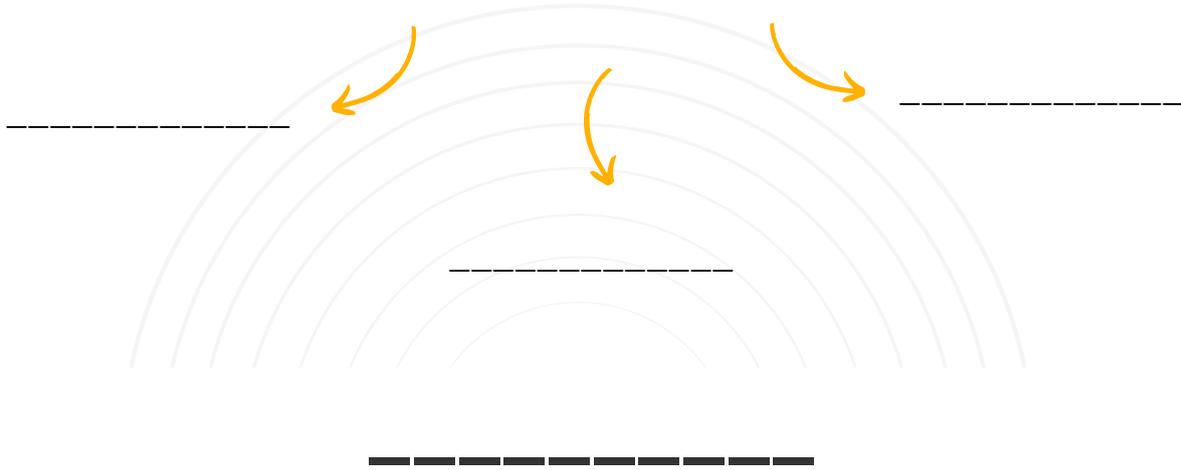
- hinder our ability to stay \_\_\_\_\_ ,
- delay our \_\_\_\_\_ ,
- & ultimately \_\_\_\_\_ us from achieving our \_\_\_\_\_

NOTES

What causes distractions?

مَا الَّذِي يُسَبِّبُ الْمُهَيَّاتِ؟

## DISTRACTIONS



#1: \_\_\_\_\_ TRIGGERS

#2: \_\_\_\_\_ TRIGGERS

#3: \_\_\_\_\_ TRIGGERS

Activity

## MY DISTRACTIONS

NOTES



**Take 10 minutes to write down all the distractions you encounter in a typical day. Be as specific as possible.**

*Examples: Checking social media, Unnecessary snacking, Over Cleaning, Watching TV, Children interruptions...*