



S Y L L A B U S

Meditation and Mindfulness Practices

Duration: 5 Days (Total: 20 Hours)

Contents

1.0 Course Overview	2
2.0 Learning Outcomes	2
3.0 Training Methodology	2
4.0 Introduction to Meditation and Mindfulness (3 Hours)	2
5.0 Mind-Body Awareness and Breath Techniques (3 Hours)	3
6.0 Guided Meditation Styles and Applications (4 Hours)	4
7.0 Mindfulness in Daily Life (3 Hours)	4
8.0 Emotional Regulation and Stress Reduction (3 Hours)	5
9.0 Designing a Personal Practice (2 Hours)	6
10.0 Conclusion and Wrap-Up (1 Hour)	6

1.0 Course Overview

This training module introduces the foundations of **meditation and mindfulness** through guided sessions, breathwork, and reflection. Participants will explore various techniques to improve emotional well-being, focus, and overall mental clarity, while developing a sustainable personal practice.

2.0 Learning Outcomes

By the end of this course, participants will be able to:

- Understand the core principles of meditation and mindfulness
- Practice breath awareness, body scanning, and guided meditation
- Cultivate present-moment awareness and reduce stress
- Apply mindfulness in everyday activities and relationships
- Build a consistent, personal meditation habit

3.0 Training Methodology

- Guided Meditation Sessions
- Breath and Body Awareness Practices
- Group Sharing and Reflection
- Journaling and Self-Observation
- Visualizations and Mindful Movement

4.0 Introduction to Meditation and Mindfulness (3 Hours)

Objectives:

- Understand what mindfulness and meditation are and their benefits

Topics Covered:

- Definitions: Mindfulness vs Meditation
- History and Roots of Practice (Buddhism, Neuroscience)
- Benefits: Mental Clarity, Focus, Calmness
- The Science of Mindfulness – Brain and Body

Activities:

- Guided: 5-Minute Awareness Meditation
- Group Discussion: What does being “present” mean?
- Reflection: Your current relationship with silence

5.0 Mind-Body Awareness and Breath Techniques (3 Hours)**Objectives:**

- Learn how to connect to the present through breath and body awareness

Topics Covered:

- Breath as an Anchor: Natural vs Controlled
- The Body Scan Meditation
- Grounding and Posture
- Using Senses to Return to the Present

Activities:

- Practice: 3 Breath Techniques (Box, 4-7-8, Belly Breathing)
- Guided: Full Body Scan Meditation
- Task: Silent mindful walk & sensory reflection

6.0 Guided Meditation Styles and Applications (4 Hours)**Objectives:**

- Explore different types of meditations and their practical uses

Topics Covered:

- Loving-Kindness (Metta) Meditation
- Visualization and Creative Imagery
- Gratitude Meditation
- Focus vs Open Awareness Techniques
- Walking and Movement Meditation

Activities:

- Guided: Metta Meditation for Self and Others
- Visualization: Safe Space and Future Self
- Practice: Mindful walking indoors/outdoors
- Reflection: Which meditation style suits you best?

7.0 Mindfulness in Daily Life (3 Hours)

Objectives:

- Integrate mindfulness into everyday routines and habits

Topics Covered:

- Eating, Working, Listening, and Speaking Mindfully
- Digital Mindfulness and Device Detox
- Single-Tasking vs Multi-Tasking
- Building Awareness into Routines

Activities:

- Challenge: Mindful eating session
- Group Exercise: Role play mindful conversations
- Task: Design a mindful morning/evening routine

8.0 Emotional Regulation and Stress Reduction (3 Hours)**Objectives:**

- Use mindfulness to manage thoughts, emotions, and reactions

Topics Covered:

- Understanding the “Reaction vs Response” Gap
- Mindfulness for Anxiety and Overthinking
- Letting Go, Acceptance, and Non-Judgment
- Journaling and Emotional Awareness

Activities:

- Guided: Observing Thoughts Meditation
- Group Task: The STOP Technique
- Reflection: Emotional journal (trigger & awareness mapping)

9.0 Designing a Personal Practice (2 Hours)**Objectives:**

- Develop a sustainable and personalized meditation routine

Topics Covered:

- Habit Formation and Consistency
- Setting Intentions and Goals
- Finding Your Ideal Time, Space, and Style
- Overcoming Resistance and Distraction

Activities:

- Worksheet: Build your 7-day meditation plan
- Challenge: Start a “3-minute per day” streak
- Peer Review: Share and improve personal routines

10.0 Conclusion and Wrap-Up (1 Hour)**Key Takeaways:**

- Reflect on your mindfulness journey and next steps

Final Activities:

- Showcase: Favorite technique presentation
- Guided: Closing Gratitude Meditation
- Certificate Distribution and Feedback