



Attention and Clarity

Observe with presence. Act with understanding.

A journey to bring attention to your decisions and everyday activities. Start with one practice and return to it as often as you like.

How to use this workbook

1. Read a practice and try it in a simple situation.
2. Type in the PDF fields or print the pages.
3. Save a copy with your answers before closing.

To fill in the fields, open this file in a form-compatible PDF reader, such as Adobe Acrobat Reader. Some browser viewers have limited saving features.

What would I like to explore through this practice?

There is no result you have to achieve. Recognizing a distraction and returning is part of the practice too.



Observe before interpreting

Bare attention begins with recognizing what is happening before adding an explanation. A sound, pressure in your hands or a thought can all be observed. If a judgment arises, you can recognize it as a thought too.



1. Rest your feet or hands on a surface and choose a sensation you can clearly notice.
2. For one minute, observe its qualities: pressure, temperature or movement. You do not need to change them.
3. When an explanation arises, acknowledge 'there is a thought' and return to the sensation.

IN EVERYDAY LIFE

Fact: I see no reply on the screen. Interpretation: 'They are ignoring me.' I can recognize both without confusing them.

What did I perceive directly?

What interpretation did my mind add?

Observing does not mean you must remain still. First you gather information; then you choose how to act.



Recognize the impulse

Between noticing something and responding, there may be room to recognize an impulse. The practice is to notice it without immediately following it. You do not need to empty your mind or get rid of what you feel.



1. Choose an ordinary, low-intensity situation: checking a notification, switching tasks or reaching for something out of habit.
2. Before acting, notice how the impulse appears in your body and thoughts.
3. Take a moment to observe it. Then decide whether to continue, wait or do something else.

IN EVERYDAY LIFE

A notification sounds. The urge to open it appears. I notice it, consider what I was doing and decide when to respond.

What impulse did I recognize?

What did I choose to do after observing it?

If a situation needs an immediate response, attend to it. A pause supports your choices; it is not an obligation.



03 · CLEAR COMPREHENSION OF PURPOSE

Choose a purpose

Clear comprehension accompanies the active side of life. Before speaking or acting, it invites us to consider why we are doing it and whether that purpose is worth pursuing. In the book, this reflection is linked to the Buddhist ethical and spiritual path.



1. Choose a specific action you are about to take.
2. Ask what you want to care for or contribute through it, and how it might affect you and other people.
3. Write a short intention and choose an action that supports it.

IN EVERYDAY LIFE

Before a conversation, my purpose might be to understand a difference and express a boundary respectfully. This guides the words I choose.

What is my purpose in acting?

What action would be consistent with that purpose?

A clear purpose can be small: listening to a complete answer, finishing a task or asking for what you need.



04 · CLEAR COMPREHENSION OF SUITABILITY

Find a suitable approach

Alongside a purpose, the way we put it into practice matters. Suitability takes account of timing, place, resources and realistic possibilities. A worthwhile intention may need a simpler approach or a different moment.



1. Return to your chosen action and observe today's circumstances.
2. Consider time, energy, context and the needs of the people involved.
3. Adjust one aspect: duration, timing, wording or scope.

IN EVERYDAY LIFE

I want to discuss a disagreement, but we are in a rush. I can agree on a calmer time and clearly explain what I would like to discuss.

What circumstances do I need to consider?

What is a realistic and suitable step for today?

Adapting the way you act is part of the practice too.



Bring attention into everyday life

The book suggests integrating attention into everyday activities. The field of meditation can expand: walking, preparing a drink, listening or changing posture all offer opportunities to be present.



1. Choose a simple, safe activity, such as washing your hands or preparing a cup of tea.
2. During the activity, attend to the sensations and movements that are actually happening.
3. If you become distracted, acknowledge it and return. When you finish, notice the transition to what comes next.

IN EVERYDAY LIFE

As I wash my hands, I notice the water, contact and movement. When I think about something else, I return to the activity without scolding myself.

What activity did I choose for my practice?

What did I notice by being present during it?

You do not need to do everything more slowly. The aim is to recognize what you are doing as you do it.



Observe a state without making it your identity

In the text, the fourth form of clear comprehension relates to anatta: the Buddhist teaching that there is no permanent self behind these processes. This exercise is only an initial exploration of how a state depends on conditions and changes.



1. Choose a mild, recognizable state, such as impatience, enthusiasm or tiredness.
2. Describe it as a present experience: 'there is impatience', rather than using it as a complete definition of who you are.
3. Observe its conditions and changes. Choose a considerate response without demanding that the state disappear.

IN EVERYDAY LIFE

'There is impatience right now; I slept little and I am waiting.' I can observe this experience without concluding, 'This is who I am and always will be.'

What state did I recognize, and what conditions accompanied it?

What changed as I observed it, and what response do I want to choose?

Recognizing a process does not remove responsibility for our actions or require us to deny personal experience.



Return to your day

Bare attention and clear comprehension complement each other: one helps us observe experience; the other guides action. Return to this sequence whenever you want to reflect on an everyday response.

What is happening, and what am I adding through my interpretations?

What do I want to care for, and what is a suitable way to do it?

How can I stay present while I act?

About this guide

An introductory adaptation by Serene Co. of Chapter II, 'Mindfulness and Clear Comprehension', from The Heart of Buddhist Meditation by Nyanaponika Thera (pages 14–30 of the supplied Spanish PDF). The examples, timings and writing exercises are editorial suggestions by Serene Co., not a literal program by the author. The practice photographs were created with AI.

The earlier guide, "Start with the Breath", drew on Chapter VI (pages 63-65) and sections on feelings and states of mind (pages 38-40 of the supplied Spanish PDF). This workbook follows a different path, focusing on Chapter II.