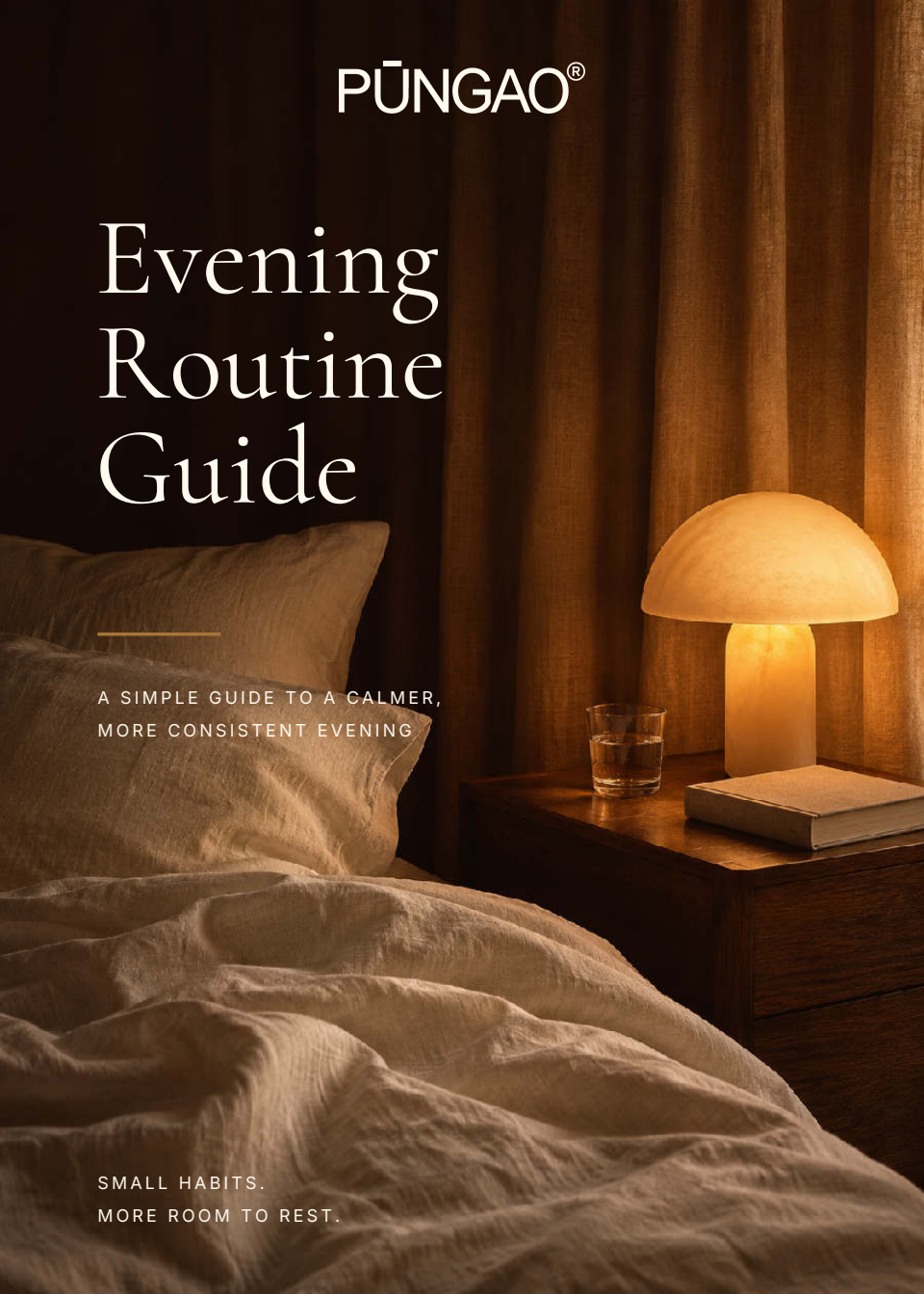
PŪNGAO®

Evening Routine Guide

A SIMPLE GUIDE TO A CALMER, MORE CONSISTENT EVENING



SMALL HABITS.
MORE ROOM TO REST.

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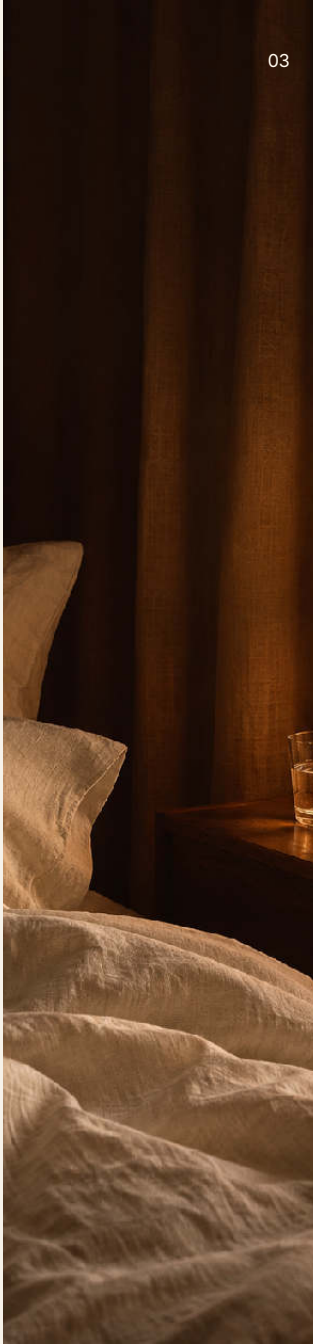
A Calmer Evening

Why it matters

Rest does not start with a perfect bedtime. The light around you, your daily rhythm and the transition out of a busy day can all shape the conditions for sleep. [1, 2]

This guide brings together established sleep advice and practical ways to try it. The example routines are suggestions to adapt, rather than a tested programme or a promise of better sleep.

> Create a little more space for rest.



The Foundations

What helps - and what this guide cannot do

Protect enough time for sleep

Most healthy adults need around 7-9 hours, though needs vary. A routine cannot replace enough time to sleep. [3]

Look at the whole day

Daytime light, activity and a regular rhythm matter alongside what happens before bed. Start with one manageable change. [1, 2]

Keep expectations gentle

Some nights will be unsettled. Use this booklet to explore your habits, not to judge yourself or chase a perfect sleep score.

When to ask for support

If sleep difficulties persist or affect daily life, speak to a healthcare professional. Loud snoring, gasping in sleep or marked daytime sleepiness also deserve attention. CBT-I is a recommended first treatment for long-term insomnia. [4, 7]



STEP 1

Light

Work with your daily rhythm

Aim for brighter days and dimmer evenings. The timing, brightness and duration of light all matter; lamp colour alone does not tell the full story. [2]

Daylight

Spend some time outside during the day when possible.

Lower the light

In the last hour or two, reduce bright overhead lighting.

Quieter screens

Dim displays and put them aside when you can.

Warm and dim

A warm lamp can help set the mood; keep it dim enough.

Optional lenses

Sleep benefits of blue-light filtering glasses remain uncertain. [8]

Safe darkness

Keep the bedroom dark; use a low light if needed for safety.

STEP 2

Wind Down

Signal the end of the day

A short transition can separate work and responsibilities from rest. Choose a few familiar cues that fit your life. [3]

- Finish one task, then decide what can wait.
- Write tomorrow's first task on paper.
- Choose a quiet activity: reading, music or a warm shower.
- Set a workable time to start winding down.
- Leave room for evenings that do not go to plan.



A familiar cue.
A little less hurry.

STEP 3

Mind

Make room for a quieter mind

When thoughts keep moving, a small pause may feel helpful. Try a simple practice you find comfortable; no special skill is required. [5]

Easy breathing

Let your breathing slow naturally for a minute or two. Avoid forcing deep breaths or holding your breath.

A short note

Write down one concern and a possible next step for tomorrow; then set the page aside.

Notice the present

Feel your feet, the chair or a familiar sound. Gently return when attention wanders.

If a practice increases distress or dizziness, stop and choose something else.



STEP 4

Environment

Create a sleep-friendly space

Comfort is personal. Aim for a room that feels cool enough, quiet and dark, while meeting your own health and safety needs. [1, 3]

Comfortable temperature

Adjust bedding, ventilation or heating; there is no single ideal setting for everyone.

Less light

Try curtains or an eye mask if they are comfortable and practical.

Less disruption

Reduce avoidable noise. Earplugs are optional when safe to use.

A familiar space

Choose comfortable bedding and put distracting work out of sight.

CHANGE ONE THING YOU NOTICE MOST.



STEP 5

Food & Drink

Notice what works for you

Timing, portion size and your own sensitivity can affect the night. There is no special evening drink or food that guarantees sleep. [1, 3]



Caffeine

Try an earlier last coffee. Caffeine can still affect you many hours later. [1]



Alcohol

Feeling sleepy at first does not mean more restful sleep later. [3]



Evening meals

Leave time after a large meal; a light snack may suit you if hungry. [1]



Hidden caffeine

Tea, cola, energy drinks and chocolate can also contain caffeine. [1]



A familiar drink

Choose caffeine-free if preferred. Herbal products can have interactions. [6]



Fluids

Drink regularly by day; avoid a large amount just before bed if it wakes you. [4]

STEP 6

Body

Gentle movement and relaxation

Regular activity belongs in the day. Near bedtime, choose something gentle if vigorous exercise leaves you feeling alert. [1]

Move comfortably

Try easy stretches or a short, unhurried walk. Stay within a comfortable range.

Release tension

Notice your jaw, shoulders and hands. Let them soften without forcing a change. [5]

Make it restful

A warm shower, quiet music or stillness may suit you better than movement tonight.

REST DOES NOT HAVE TO BE ANOTHER TASK.



STEP 7

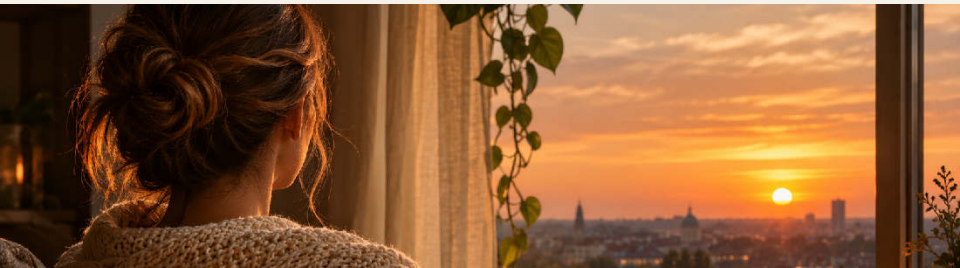
Consistency

Small steps, a workable rhythm

Try to keep sleep and waking times broadly regular, including at weekends where possible. Make room for enough sleep. [1, 3]

- Choose one or two changes you can repeat.
- Keep the routine short enough for an ordinary day.
- Return gently after a disrupted evening.
- Review what helped, rather than adding more rules.

Shift work, caring responsibilities, travel and illness may need a different plan. Adapt the sequence to your main sleep period; ask for tailored advice when needed. [1]



Your Evening Routine

A 60-minute example

Use the order and timing as a starting point. There is no need to complete every step or watch the clock.

60 min — Close the day
Finish work, note tomorrow's task and lower bright lights.

45 min — Set screens aside
If practical, stop scrolling and choose a quieter activity.

30 min — Do something calm
Read, listen to gentle music or sit quietly.

20 min — Prepare for bed
Shower, wash, set out what you need for tomorrow.

10 min — Let the pace soften
Try comfortable breathing or a brief body check-in.

Bedtime — Leave room for sleep
Go to bed when sleepy, with the room dark and comfortable.



Short on time? Try the next page.

A Shorter Evening

A 15-minute version

On a busy day, keep only a few cues. A small transition can still be worthwhile without becoming a project.

5 MIN

Close and prepare

Put work away. Write down one thing for tomorrow and do the essentials for bed.

5 MIN

Change the atmosphere

Lower bright lights, set the phone aside and make the room comfortable.

5 MIN

Choose quiet

Read a little, listen to a calm track or sit and breathe comfortably.

Enough for tonight can be simple.

7-Night Tracker

Track, notice, adjust

Complete in the morning using estimates. This is a reflection sheet, not a diagnostic test or a score to perfect. [7]

Week beginning: _____

	1	2	3	4	5	6	7
Bedtime (approx.)							
Wake time (approx.)							
Sleep hours (estimate)							
Awakenings (approx.)							
Rested? 1-5							
Daytime sleepiness 1-5							
Last caffeine (time)							
Alcohol? Y/N							
Routine tried? Y/N							

1 = not at all / low; 5 = very / high. Rough estimates are enough.

One thing I noticed:

_____

Extra Tools

Optional support, without the pressure

Start with what you have

A lamp, curtains, a notebook and a little time may be enough. You do not need to buy a new routine.

Light-related products

Warm bulbs and dimmers can make it easier to adjust the room. Blue-light filtering glasses are optional; evidence for improved sleep is inconclusive. [2, 8]

Track lightly

A paper diary may feel simpler than checking a wearable's nightly score. Use it to describe your experience, rather than to diagnose a sleep problem. [7, 9]

Supplements need context

Melatonin and herbal products are not a default next step. Evidence, suitability and interactions vary; speak to a clinician or pharmacist before trying them. [6]

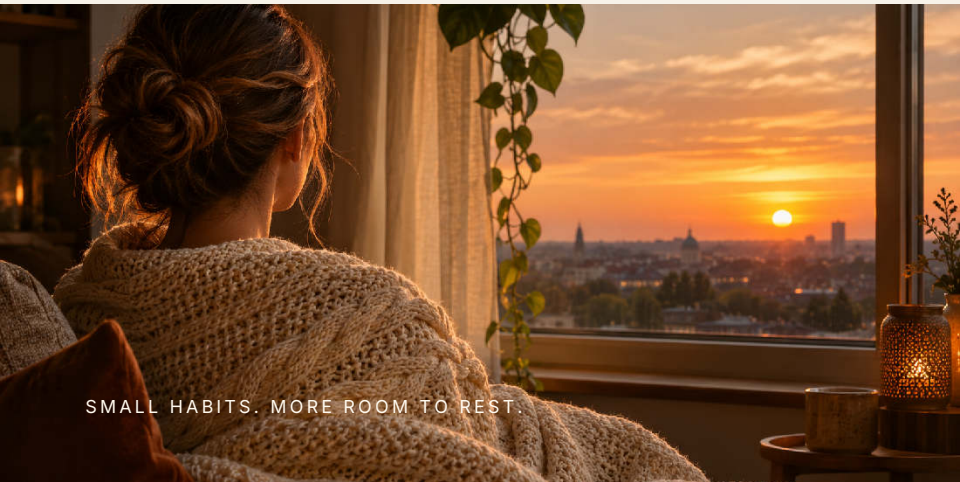
Choose a tool for a specific need. It should make the evening simpler, rather than create more monitoring or worry.

Final Thoughts

A calmer evening can begin with a small change: softer light, a quieter last few minutes, or a familiar time to close the day.

Notice what fits your life. Keep what feels useful, adapt what does not, and ask for support when sleep problems persist.

You do not need to do everything.
Choose one place to begin.



References

Selected sources behind the guidance. Click a reference to read more. Example routines and prompts are PUNGAO editorial suggestions.

1 NHLBI / Healthy Sleep Habits
Daily rhythm, quiet time, caffeine and the sleep environment.

2 Brown et al. / PLOS Biology, 2022
Expert consensus on daytime, evening and nighttime light exposure.

3 NHS / Sleep Problems
Sleep needs, wind-down habits, food and drink.

4 NHLBI / Insomnia: Treatment
Healthy habits, professional care and CBT-I.

5 NCCIH / Relaxation Techniques
An overview of practices, evidence and safety.

6 NCCIH / Sleep Disorders
Complementary approaches and supplement considerations.

7 NHLBI / Insomnia: Diagnosis
Sleep diaries and signs to discuss with a professional.

8 Singh et al. / Cochrane Review, 2023
Blue-light filtering spectacle lenses; uncertain sleep benefits.

9 CDC / About Sleep
Sleep quality, healthy habits and keeping a sleep diary.

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Educational material for adults. References checked November 2026.