Resilience +Coping

TOOLKIT

FOR ENTREPRENEURS

Cognitive Distortions

About

In cognitive behavioral therapy (CBT), cognitive distortions refer to patterns of thinking that lead to negative emotions and behaviors. These distortions can take many forms, and they can be particularly insidious because they often occur automatically and unconsciously. However, by becoming aware of these distortions, you can learn to recognize when they are happening and challenge them. This can help you make better choices and live a happier life.

Becoming aware of cognitive distortions is an important step in the process of learning to think more realistically, starting to see new possibilities and ditching old unproductive mental models. This worksheet will introduce you to eight of the most common cognitive distortions that will make you better equipped to handle challenging situations, and you'll be on your way to living a happier and more fulfilling life.

12 Most Common Cognitive Distortions

01. All-or-nothing thinking: This is when you see things in black-and-white terms, without any shades of gray. For example, you might think that you either succeed or fail, rather than recognizing that there is a range of possible outcomes. This type of thinking can lead to perfectionism and unrealistic expectations.

02. Overgeneralidation: This is when you take one negative event and assume that it will happen all the time. For example, you might think "I failed this test, I'm never going to be successful in school." This type of thinking ignores the fact that one negative event does not define your entire future.

03. Mental filter: This is when you focus on the negative aspects of a situation and ignore the positive ones. For example, you might have a great day at work but focus on the one negative comment someone made to you, rather than all the positive feedback you received. This type of thinking can lead to negative emotions and a distorted view of reality.

04. Disqualifying the positive: This is when you brush off positive experiences and accomplishments as being not good enough. For example, you might think "I only got an A- on the test, it's not good enough." This type of thinking ignores the fact that you did well and minimises your achievements.

Cognitive Distortions

05. Jumping to conclusions: This is when you make assumptions about something without sufficient evidence. There are two types of jumping to conclusions: mind reading, which is when you assume you know what others are thinking, and fortune telling, which is when you predict the future without enough information. This type of thinking can lead to misunderstandings and negative emotions.

06. Magnification and minimization: This is when you blow things out of proportion (magnification) or downplay their importance (minimisation). For example, you might magnify the importance of a mistake you made, or minimize the impact of a compliment someone gave you. This type of thinking can lead to an unrealistic view of the world.

07. Emotional reasoning: This is when you assume that your feelings reflect the way things really are. For example, you might think "I feel anxious, so there must be something to be anxious about." This type of thinking ignores the fact that emotions and thoughts are separate from reality.

08. Should statements: This is when you have rigid rules about how you and others should behave, which can lead to feelings of frustration and disappointment. For example, you might think "I should always be successful" or "Others should always treat me with respect." This type of thinking ignores the complexity of the world and can lead to unrealistic expectations.

09. Personalisation: This is when you assume that you are the cause of a negative event, even when there is no evidence to support this. For example, you might think "I made a mistake, so it's my fault that the project failed." This type of thinking ignores the complexity of the situation and can lead to feelings of guilt and blame.

10. Catastrophising: This is when you assume that the worst possible outcome will happen, even when there is no evidence to support this. For example, you might think "I'm going to fail this test, so I might as well not even try." This type of thinking ignores the fact that there are many possible outcomes and can lead to feelings of hopelessness.

11. Mind reading: This is when you assume you know what others are thinking, without any evidence to support this. For example, you might think "They didn't say hello to me, so they must not like me." This type of thinking ignores the fact that you can't know for sure what others are thinking, and it can lead to misunderstandings and negative emotions.

12. Blaming: This is when you attribute negative events or outcomes to external factors, rather than taking responsibility for your own actions. For example, you might think "I failed because the teacher is unfair." This type of thinking ignores the role that you may have played in the outcome and can lead to feelings of victimhood.

Cognitive Distortions

How to Overcome Cognitive Distortions

Here are some strategies that you can use to overcome cognitive distortions.
(It's important to note that overcoming cognitive distortions takes time and practice. It's not something that will happen overnight, but with persistence and patience, you can learn to think in more balanced and realistic ways.)

- [x] 01. Recognise when you are experiencing a cognitive distortion: The first step in overcoming cognitive distortions is to be aware that they are happening. This can be difficult because cognitive distortions often occur automatically and unconsciously. However, by paying attention to your thoughts and emotions, you can start to identify when you are experiencing a cognitive distortion.

- [x] 02. Challenge the distortion: Once you have identified a cognitive distortion, the next step is to challenge it. This means looking at the evidence and examining whether the distortion is really true. For example, if you are experiencing the cognitive distortion of overgeneralisation, you might ask yourself: "Is it really true that this negative event will happen all the time?" By questioning the distortion, you can start to see things in a more balanced and realistic way.

- [x] 03. Practice more balanced thinking: Once you have challenged a cognitive distortion, the next step is to practice more balanced thinking. This means looking at both the positive and negative aspects of a situation, rather than focusing on just one or the other. For example, if you are experiencing the cognitive distortion of mental filtering, you might try to identify at least one positive aspect of the situation. By practicing more balanced thinking, you can start to see things in a more realistic way.

- [x] 04. Use coping statements: Coping statements are positive affirmations that you can use to counter negative thoughts. For example, if you are experiencing the cognitive distortion of catastrophising, you might try using a coping statement like: "I have faced challenges before and I can do it again." By using coping statements, you can start to shift your thinking in a more positive direction.

Cognitive Distortions

01   In what situations have I used any of the negative thinking patterns? If you can't think of any, try to remember recent conflicts you've had or problems that seem unsurmountable - what kind of thinking did you use?

02   How are these thought patterns holding you back? What would happen if nothing changes?

03   What would be some better and more productive thoughts with which you could replace the old patterns?

Practicing Balanced Thinking

About

Experiencing negative thoughts and emotions is part of being human. No matter how much we try, we'll have to face them in some shape or form at some point. Still, being able to manage our negative thoughts is a crucial life skill that will help us live more balanced and healthy life.

This worksheet is designed to help you identify your negative thoughts and balance them out bu looking them more objectively. This involves questioning and challenging your negative thoughts or beliefs. Here's how the process looks like:

- [x] 01. Identify a negative thought or belief that is causing you distress. This might be something like "I'm not good enough" or "I'll never be successful."

- [x] 02. Consider the evidence for and against the thought. What are the facts that support the thought, and what are the facts that contradict it? Be as objective as possible.

- [x] 03. Challenge the negative thought or belief. Is there another way to interpret the situation? Are there any alternative explanations?

- [x] 04. Replace the negative thought or belief with a more balanced or positive one. This might be something like "I may not be perfect, but I have many strengths and am doing the best I can."

By going through this process, you can gain a more realistic and healthy perspective on your thoughts and beliefs, which can lead to improved mental health and well-being.

> 01 What thought or thoughts are causing you distress?

Practicing
Balanced Thinking

02 What are evidence for this thought/s?

03 What are evidence against this thought/s?

04 Analyse your thoughts using the following prompts (use whichever applies to your situation):

Are you only considering negative aspects and ignoring other information? Are these thoughts caused or influenced by some cognitive distortion? How likely is it that the worst-case scenario will happen? Is the worst case scenario something catastrophic? What's the more likely outcome? How might someone else view or handle this situation?

05 What could be a more constructive alternative thoughts (something that helps you cope with the situation and causes less distress) that's more true?

Finding Your Coping Statement

Coping statements are phrases or affirmations that you can use to help to help you manage your emotions and thoughts during difficult or distressing situations. They can provide a sense of comfort and reassurance, and can help you reframe your perspective or approach to a situation.

In this worksheet, you'll identify your own personal coping statements that you can use when you find yourself in stressful situations. Below you'll also find a list of generic coping statements that you can adapt to your own needs:

01. "I have survived difficult situations before and can do it again."
02. "I am strong and capable of handling this."
03. "I am not alone in this and can reach out for support."
04. "This is a temporary challenge that will pass."
05. "I control my thoughts and actions and can choose to react positively."
06. "I can take things one step at a time and focus on the present moment."
07. "I can practice self-care and do things that bring me comfort and relaxation."
08. "I can look for the silver lining and find ways to grow from this experience."
09. "I can set realistic goals and take small steps towards making progress."
10. "I am resilient and have the inner strength to overcome this."
11. "I can practice mindfulness and focus on the present moment."
12. "I can find healthy ways to express my emotions."
13. "I can remind myself that it's okay to make mistakes and that I am still learning."
14. "I can find gratitude and appreciate the good things in my life."
15. "I can take breaks and give myself permission to rest when needed."
16. "I can remember that this is just a temporary setback and that I will recover."
17. "I can seek out positive role models and draw inspiration from them."
18. "I can set boundaries and prioritise my own needs."

Make sure your coping statements follow these three simple rules:

01. Make it specific and personal: A coping statement should be specific to your situation and should reflect your own values and beliefs. Avoid using general or vague statements that may not be relevant or meaningful to you.
02. Keep it positive: A coping statement should be phrased in a positive and affirmative way. Rather than focusing on negative thoughts or outcomes, try to focus on the positive aspects of the situation and on your own strengths and resources.
03. Make it realistic: A coping statement should be realistic and achievable. Avoid setting unrealistic expectations or making grandiose promises to yourself that may be difficult to fulfill. It's important to be kind and compassionate towards yourself, and to recognize that it's okay to make mistakes and have setbacks.

Finding Your
Coping Statement

01 What thought or situation is causing you to experience distress?	What could be your positive coping statement for this thoughts/situation?
02 What thought or situation is causing you to experience distress?	What could be your positive coping statement for this thoughts/situation?
03 What thought or situation is causing you to experience distress?	What could be your positive coping statement for this thoughts/situation?

Simple ways to use your coping statements:

01. Repeat it to yourself: Repeating the statement to yourself when you are feeling distressed will anchor the positive message and make it more automatic.

02. Write it down: Writing the coping statement down can help to reinforce the message and make it more concrete. (Write it in your notes, diary, vision board etc. - wherever you see it often) 03. Create a visual reminder: Creating a visual reminder, such as a post-it note, a screen saver or a phone background, can help to remind you of the positive statement and make it more visible.

Coping Strategies

A coping strategy is a way that you deal with difficult situations, stress, or problems. It's a way of managing your emotions and finding ways to solve problems or make things better. There are five main coping styles that people use to deal with stressful situations. Each one of them has positive and negative associated coping strategies.

☑ 01. Problem-focused coping: This is when you try to find a solution to the problem or issue that is causing stress. You might try to fix the problem or come up with a plan to deal with it.

Positive Examples	Negative Examples
Journaling your thoughts & feelings. Brainstorming solutions. Planning next steps.	Overanalyzing your options (meaning that you plan & plan, but don't take any actual positive actions)

☑ 02. Emotion-focused coping: This is when you try to manage your emotions and reduce stress by finding ways to relax or distract yourself. This could include activities like meditation, exercise, or hobbies.

Positive Examples	Negative Examples
Reframing your problems/thoughts. Using relaxation techniques (meditation for example)	Always looking for things to do (distracting yourself with being busy) Being overly optimistic (avoiding negative emotions)

☑ 03. Avoidant coping: This is when you try to avoid the problem or situation that is causing stress. You might ignore it or try to pretend it's not there.

Positive Examples	Negative Examples
Knowingly doing something else to get your mind off the problem (watch a movie, taking a walk, exercise)	Indulging in an avoidance activity that causes long term harm. Denial of the problem. Substance abuse.

Coping Strategies

☑ 04. Social support coping: This is when you reach out to other people for help or support. You might talk to a friend or family member, or seek support from a professional, like a therapist.

Positive Examples	Negative Examples
Talking with friends and family. Looking for professional help.	Isolation from friends/family. Venting feelings in inappropriate situations.

☑ 05. Meaning focused coping: This is when you try to find meaning or make sense of the problem or situation that is causing stress. You might try to understand the larger context or purpose of what is happening, or find ways to connect the experience to your values or beliefs.

Positive Examples	Negative Examples
Reflecting on personal values and beliefs. Finding ways to connect the experience to a larger purpose or meaning.	Thinking with cognitive distortions. Rumination.

Self Reflection

Rate all five styles of coping on a scale from 0 to 10. Zero means that you mostly use negative coping strategies/activities and ten means you mostly use positive coping strategies.

01. Problem-focused coping

Mostly Negative ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

02. Emotion-focused coping

Mostly Negative ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

03. Avoidant coping

Mostly Negative ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

04. Social support coping

Mostly Negative ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

05. Meaning focused coping

Mostly Negative ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ ◯ Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

Coping Strategies

01   When you are faced with difficult situations, what are your typical coping style? What activities (coping strategies/activities) does this involve? (use what you learned about the five styles of coping as a guide to think about it)

02   What do you think are the long term effects of this coping style?
Note that there can be both good and bad in every coping mechanism. It's just that the positive ones have positive long term outcomes and vice versa for the negative mechanisms.

03   What are some other coping styles (and specific activities) you could start practicing?

04   Write down the situations that usually trigger your negative coping mechanisms. For each one write down a positive activity you could do instead.
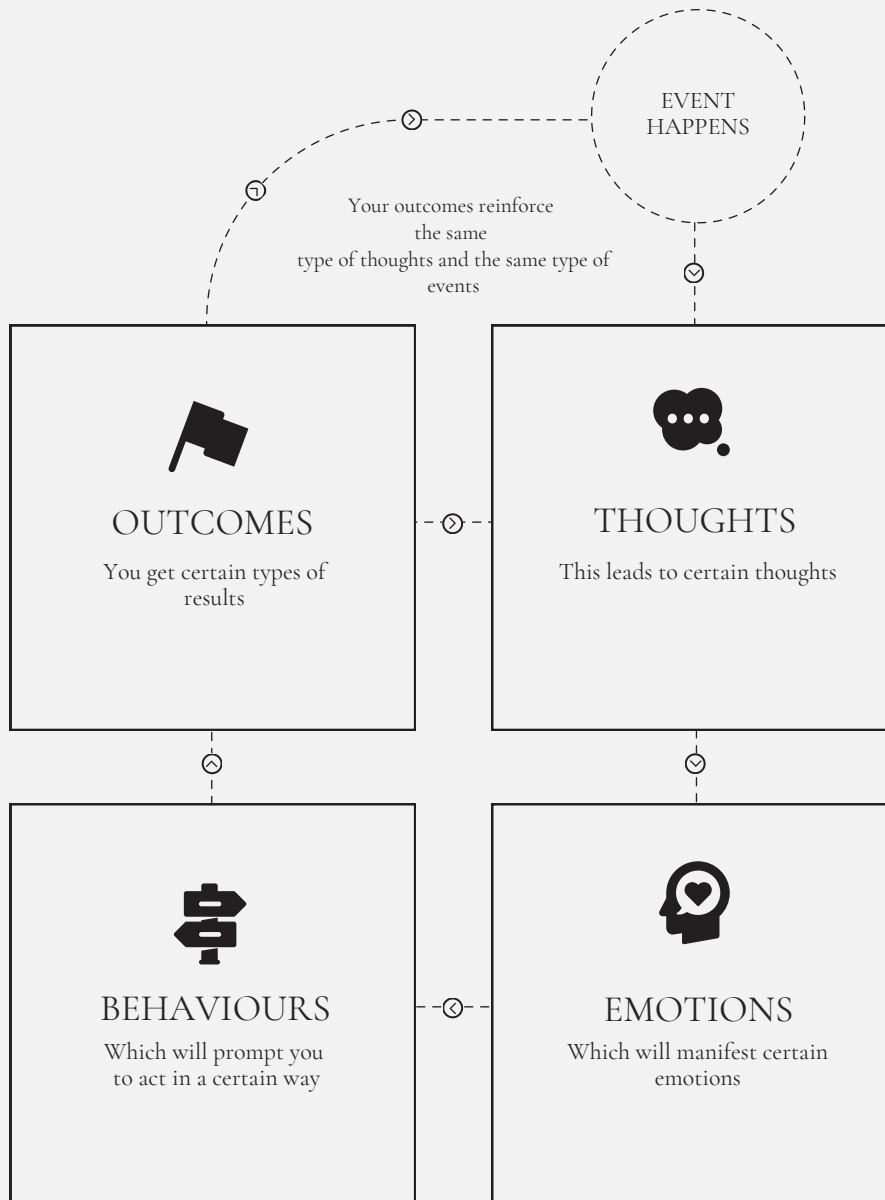
Breaking The Negativity Loop

A cognitive loop is a model that explains how thoughts, emotions, behaviors and outcomes are interconnected and influence one another. The four points of the triangle represent these four elements and the lines connecting them represent the relationships between them.

The cognitive loop suggests that our thoughts influence our emotions, our emotions influence our behaviors, our behaviors influence our outcomes which in turn have direct impact on our
thoughts. This means that changing any one element of the loop can have a ripple effect on the other three. For example, changing your thoughts about a situation (cognitive element) might change how you feel about it (emotional element), which in turn might change how you act (behavioral element).

This type of cognitive model is often used in cognitive-behavioral therapy (CBT) to help people understand how their thoughts and behaviors contribute to their emotional well-being and to develop strategies for changing negative thought patterns and behaviors.

EVENT HAPPENS

Your outcomes reinforce the same
type of thoughts and the same type of events

OUTCOMES
You get certain types of results

THOUGHTS
This leads to certain thoughts

BEHAVIOURS
Which will prompt you to act in a certain way

EMOTIONS
Which will manifest certain emotions

Breaking The Negativity Loop

Example of a negativity loop

Example of a broken negativity loop

GET FIRED FROM A JOB

NEW THOUGHTS

GET FIRED FROM A JOB

OUTCOMES

Stunted personal growth. Stuck in a job that's not fulfilling

THOUGHTS

"I'm a failure"

OUTCOMES

Start a new career that's more fulfilling.

THOUGHTS

It's an opportunity to reflect and take some time out.

BEHAVIOURS

Looking only for jobs that you know you'll get to avoid feeling like a failure.

EMOTIONS

Feeling depressed and useless

BEHAVIOURS

Taking new courses to learn something you always wanted to learn.

EMOTIONS

Feeling calm and grounded.

The next section (on the next page) will help you analyze your own thoughts and behaviours and how they influence each other. By doing this you get more clarity on the processes that might otherwise be subconscious which in turn will help you intervene in the loop.

What you need to know before you get started?

01. Breaking the cycle can be hard. It's normal if you're having hard time coming up with new, more helpful thoughts and behaviours that you can adopt to replace the old and unhelpful ones. If you do tun into trouble, try to think: Who else has achieved what I'm trying to do and how did they do it? What would happen if I did the opposite of my normal behaviour? What if I let myself feel the negative emotion, yet take the more positive action anyways?

02. When you come up with a new actions you can take to break your cycle, you don't have to be sure that they will work. The important part is that you do something new that you think might have a positive outcome and treat it as an experiment. If it works, great! If it doesn't you can always try something else!

Breaking The Negativity Loop

Identify your negativity loop

01 — What problem are you facing?

02 — What thoughts and feelings are you experiencing as a result?

05 — How does this make your problems even worse?

03 — What unhelpful behaviour does this result in?

04 — What kind of negative outcomes does this result in?

Breaking The Negativity Loop

Breaking your negativity loop

01 — What problem are you facing?

02 — What thoughts and feelings are you experiencing as a result?

05 — How does this outcome help you overcome your problem?

03 — What helpful behaviour can you replace your current unhelpful behaviour with?

04 — What kind of positive outcomes does this result in?

Positive Reenforcement for Behavioural Change

Positive reinforcement is an effective method for encouraging people to adopt new behaviors and abandon negative ones. It involves giving a reward to reinforce a desired behavior, in contrast to negative reinforcement, which involves removing something unpleasant to strengthen a behavior.

Rewards strengthen behavior because they associate a positive outcome with an action, making it more appealing which means that the rewarded behaviors are more likely to be repeated in the future.

This exercise is designed to help you instill new positive behaviours or get rid of old undesired habits through positive reenforcement.

What you need to know before you get started?

- [x] 01. Immediate rewards are more effective at influencing behavior than delayed rewards or no reward, as we tend to value immediate rewards more and may prefer a smaller reward now to a larger reward later. Immediate rewards also increase intrinsic motivation, which is important for behavior change, and can increase the likelihood that a behavior will continue due to the inherent satisfaction it provides. Therefore, when doing this exercise, try to pick rewards that you feel good about right away!

- [x] 02. While it is ideal for a behavior to be inherently rewarding, using rewards as incentives can expedite the process of behavior modification and habit formation. Make sure that the reward that you choose does not negate the progress towards the goal your working on.

- [x] 03. Make sure you're not trying to work on multiple habits or behaviours at the same time. Focusing on just one that's most important to you will have the greatest impact.

- [x] 04. Keep in mind that changing behaviours/habits can take time. You should not get discouraged when you experience a setback. They are to be expected. You just have to pick yourself up and carry on where you left off.

Positive Reenforcement for Behavioural Change

01 Think of a behaviour you'd like to change or new habit you'd like to instill:

02 Why do you wish to do so?

03 What immediate reward could you use to reinforce this behaviour?

Note that the change you wish to make and the reward you give yourself might be in completely different categories. And that's okay. For example your goal might be to save extra $100 per month and the reward could be to watch two episodes of your favourite TV show in a row.

04 How does this reward make me feel? How does it help me stay on track towards my goal?

Make sure you pick a reward that gives you positive feelings, while not having negative long term effects on your health and well-being.

Unhelpful vs. Helpful Thinking

Cognitive-Behavioral Therapy (CBT) is a form of therapy that focuses on helping people identify and change negative or unhelpful thoughts and behaviors. The idea behind CBT is that a person's emotions and behaviors are influenced by their interpretation of a situation. This means that if a person has a habit of thinking unhelpful thoughts, they're more likely to experience mental health issues such as depression and anxiety. And vice versa.

One of the main upsides of thinking of thoughts as helpful vs. unhelpful (as opposed to just positive vs. negative) is that it helps you clearly define how your thoughts are impacting your well being, mental health and behaviours.

This worksheet aims to help you challenge your unhelpful thoughts and replace them with more helpful ones. This is done by doing some self analysis that will help you reframe your old unhelpful thoughts into thoughts thats cultivate self-compassion, are more realistic and help you take productive actions.

Helpful thinking cheat sheet:

- [x] Helpful thinking does not cause unnecessary negative emotions. It is normal to have a range of emotions, but helpful thinking should not unnecessarily prolong or intensify negative emotions.

- [x] Helpful thinking is realistic and not overly tilted towards the negative. It is important to recognize and acknowledge both the positive and negative aspects of a situation, rather than focusing solely on the negative.

- [x] Helpful thinking makes you want to take positive actions. Rather than feeling stuck or helpless, helpful thinking should inspire you to take steps towards making positive changes or improvements.

- [x] Helpful thinking is along the lines of advice you would give to someone you love. Often, we are more compassionate and understanding towards others than we are towards ourselves. Thinking in a way that is consistent with the advice we would give to a loved one can help us be kinder and more understanding towards ourselves.

Unhelpful vs. Helpful Thinking

Examples of Helpful vs. Unhelpful Thinking

☑ Unhelpful thought: "I am a total failure."
Helpful alternative: "I made a mistake, but that doesn't define me as a person. I can learn from this experience and try again."

This alternative thought is more helpful because it acknowledges that mistakes are a normal part of life and doesn't place the person's entire self-worth on one event. It also provides a solution-focused approach by suggesting that the person can learn from the experience and try again in the future.

☑ Unhelpful thought: "I am not good enough."
Helpful alternative: "I have strengths and weaknesses like everyone else. I can work on my weak- nesses and build on my strengths."

This alternative thought is more helpful because it recognizes that no one is perfect and that it is normal to have both strengths and weaknesses. It also provides a proactive approach by suggesting that the person can take steps to improve in areas where they may feel less confident.

☑ Unhelpful thought: "Nobody likes me."
Helpful alternative: "I may not have a close relationship with everyone, but that doesn't mean that nobody likes me. I can work on building and maintaining positive relationships with the people who are important to me."

This alternative thought is more helpful because it acknowledges that not everyone can be close with everyone else, and that it is normal to have different levels of relationships with different people. It also suggests a solution-focused approach by suggesting that the person can work on building and maintaining positive relationships with the people who are important to them.

☑ Unhelpful thought: "I can't do anything right."
Helpful alternative: "I may not succeed at everything I try, but I have also had successes and can continue to learn and grow."

This alternative thought is more helpful because it recognizes that everyone makes mistakes and has setbacks, but that it is also important to acknowledge and build on successes. It also provides a growth-focused approach by suggesting that the person can continue to learn and grow from their experiences.

Unhelpful vs. Helpful Thinking

Part 01: Analyze your unhelpful thoughts

01 Describe a difficult situation that you are facing or something that you're worried about

02 What unhelpful thoughts do you think in regards to this situation?

03 Rate these thoughts on a scale of 0 to 10:

01. What emotions do these thoughts invoke in you?

Mostly Negative 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 Mostly Positive
0 1 2 3 4 5 6 7 8 9 10

02. How realistic are these thoughts (how likely is that the negative things come to pass)?

Not Very Likely 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 Quite Likely
0 1 2 3 4 5 6 7 8 9 10

03. How much do these thoughts motivate you to take positive actions (change things)?

Not Very Much 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 Very Much
0 1 2 3 4 5 6 7 8 9 10

04. Would you say something like this to someone you love?

Not Very Likely 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 〇 Quite Likely
0 1 2 3 4 5 6 7 8 9 10

My Total Score is: _____

The maximum score is 40. The higher your score, the more helpful your thoughts are.

Unhelpful vs. Helpful Thinking

Part 02: Brainstorm more helpful alternatives

01 What would be some more helpful thoughts?

Try to think of 1) Thought that would cause you to experience more positive emotions 2) Thoughts that would better reflect the situation (more realistic and note tilted towards negative outcomes) 3) Thoughts that would motivate you to take action to better your situation 4) Advice you would give to someone you love (who's in the same situation) that you'd want to help.

02 Rate these thoughts on a scale of 0 to 10:

01. What emotions do these thoughts invoke in you?

Mostly Negative   ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○   Mostly Positive
                  0 1 2 3 4 5 6 7 8 9 10

02. How realistic are these thoughts (how likely is that the negative things come to pass)?

Not Very Likely   ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○   Quite Likely
                  0 1 2 3 4 5 6 7 8 9 10

03. How much do these thoughts motivate you to take positive actions (change things)?

Not Very Much   ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○   Very Much
                0 1 2 3 4 5 6 7 8 9 10

04. Would you say something like this to someone you love?

Not Very Likely   ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○   Quite Likely
                  0 1 2 3 4 5 6 7 8 9 10

My Total Score is: _____

The maximum score is 40. The higher your score, the more helpful your thoughts are.

Structured Problem Solving

Structured problem solving is a specific technique used within CBT that involves breaking down a problem into smaller, more manageable pieces, and then systematically working through each piece to find a solution.

It involves identifying the problem, generating possible solutions, evaluating the pros and cons of each solution, choosing the best solution, and then implementing and evaluating the chosen solution. Structured problem solving can be a helpful tool for individuals who struggle with decision making or who feel overwhelmed by complex problems. It can also be used to help people learn new skills, such as how to manage their time more effectively or how to communicate more effectively with others.

This exercise will help you work towards solving your problems or overcoming some obstacles in a structured manner. It helps you break down the problem into smaller pieces that you can more easily manage and then take the right positive actions that will help you move towards the solutions.

What you need to know before you get started?

☑ 01. Adopt a growth mindset: You may find it helpful to see problems as challenges rather than as insurmountable obstacles. This can involve viewing setbacks as opportunities for learning and growth, rather than as failures.

☑ 02. See the exercise as a stepping stone: You may find it helpful to view the exercise as a first step towards making positive changes in your life, rather than as an end in itself.

☑ 03. Recognize that problem solving takes time and effort: You may need to invest time and effort in order to come up with effective solutions to your problems. This may involve researching differ- ent options, seeking feedback from others, and experimenting with different approaches.

☑ 04. Aim to solve problems you have some control over: You may find it helpful to focus on problems that you have some direct control over, rather than trying to solve problems that are beyond your control.

☑ 05. Understand that setbacks are not failures: You may encounter setbacks or obstacles as you work through the problem solving process. It is important to remember that these setbacks are a normal part of the process and do not necessarily mean that you are failing. Instead, you can use these setbacks as opportunities to learn and to come up with new approaches to your problems.

Structured
Problem Solving

Part 01: Identify your problem

01 What problem would you like to solve or what obstacle would you like to overcome?

Part 02: Analyze the problem

01 What do you think is the main cause of this problem? When does this problem usually occur?

02 When, where and how does this problem usually manifest itself in your life? Are there other people involved as well?

03 What kind of impact does this problem/obstacle have on your life? What are you missing out on?

Structured
Problem Solving

Part 03: Brainstorm solutions

01 Write down some possible solution ideas. (Don't worry about being unrealistic -
write down anything that you think might help overcome the problem/obstacle)

*If you're having trouble coming up with some ideas, try to think 1) Who else has faced a similar problem and
how did they overcome it (you can do research on Youtube, Google). 2) What advice would you give someone
you love facing the same problem? 3) If you had unlimited resources, how would you solve this problem?*

01:

_____

02:

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03:

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04:

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Structured
Problem Solving

Part 04: Evaluate the solution

01   Now use the list of solutions that you came up with and pick one that seems the most doable. You can also try combining ideas from your list.

02   Evaluate this idea by weighing advantages and disadvantages

If you're having trouble coming up with advantages/disadvantages, you can use prompts such as: 1) How is easy is this idea to implement? 2) Does this idea motivate you to take action? 3) How can you keep yourself motivated? 4) Are there any costs or benefits in terms of money? 5) How will this idea impact my life? 6) How does this solution impact the people around me? 7) How does implementing this idea/solution impact your well-being? 8) How much time commitment does this solution require? 9) How does this solution fit in with other goals you have?

Advantages

Disadvantages

Structured Problem Solving

Part 05: Taking action (SMART goal map)

SPECIFIC	What concrete steps and actions can you take to overcome your problem/obstacle?
MEASURABLE	How can you measure your progress towards solving your problem?
ACHIEVABLE	What are some likely obstacle that you'll face and how can you overcome them?
RELEVANT	Why do you think these specific action (that you wrote above) will help you solve your problem?
TIMELY	What are some of the key dates and deadlines on your journey? *Note that it's okay if you do not set a clear end date (the date by which you have solved your problem).* *But it is important to set deadlines for the key actions you will take along the way.*

Structured Problem Solving

Part 06: Review your progress

Once you've implemented your action plan, it's important to review your progress and keep an eye on what's working and what isn't. This allows you to make changes to your plan and helps you to avoid getting stuck.

01 Has your initial solution been effective in solving your problem?
How do you know it's been effective/ineffective?

02 What has worked well and what has not?

03 Are there any new and unexpected obstacles that you've faced?
If yes then how can you overcome them?

04 Is there something you'd change about the initial plan that would make it more effective?

Self-Distancing

Self-distancing refers to the practice of stepping back and viewing a difficult or negative experience from a more detached and objective perspective.

It involves creating some emotional distance between yourself and the experience, rather than getting caught up in your feelings and reactions.

Self-distancing can be a helpful way to gain insight and perspective into negative experiences because it allows you to take a step back and see the bigger picture. It can help you to better understand your own thoughts, feelings, and behaviors, as well as the events and circumstances that led up to the negative experience. By practicing self-distancing, you can gain a more balanced and objective view of the situation, which can ultimately help you to cope with it more effectively.

This exercise designed to help you gain some perspective and see the situation more clearly by analyzing your experience through the eyes of a third person.

How to use this tool

01. First you'll think about a negative situation or experience you went through in the past (alternatively you can also focus on something about the future that's causing you anxiety).

02. After that you'll use prompts/questions (on the next page) and third person pronouns (such as he, him, her, she, they, them) or your name to analyze the situation. For example, instead of writing "I feel that..", you might write "He/She feels that..." or "[Your Name] feels that...". This will help you distance yourself from the experience and analyze it more objectively.

Part 01: Identify your negative experience

01 What negative experience would you like to analyze? (it can be something from your past, something you're going through right now or something that's causing you anxiety about the future)

Self-Distancing

Part 02: Analyse your negative experience

01 How did this experience make [Your Name] feel?

02 Why did this experience make [Your Name] feel this way?

03 What can [Your Name] learn from this negative experience?

04 How would [Your Name] comfort someone else who found themselves in a similar situation?

05 What kind of advice would you give [Your Name] if they found themselves in a similar situation again in the future?

Be a Hero in Your Own Movie

Self-distancing is the practice of taking a step back and viewing a situation from a more detached perspective, rather than being fully immersed in the emotions and thoughts of the moment. This can be helpful in managing difficult emotions and making decisions.

One way to practice self-distancing is through a simple thought exercise where you imagine yourself as a hero in a movie who is struggling with some problem/obstacle/hardship. You then imagine how the hero goes about and works towards overcoming what's holding him/her back. By taking this thought exercise you'll gain a different perspective on the situation and be better equipped to solve the problem in your own life.

How to use this tool

01. First you'll think about a negative situation or experience you're going through (alternatively you can also focus on something about the future that's causing you anxiety). Then write it down in the designated section as the main obstacle that the hero of your movie is facing.

02. Then you'll use a series of questions and prompts (on the next page) that will help you reflect on how the plot of the movie unfolds and how your hero deals with the situation.

Part 01: Identify the obstacle

01 What obstacle or negative situation is the hero of your movie facing?

Be a Hero in Your Own Movie

Part 02: Analyze the plot of the movie

01   What is the reason the hero of your movie is facing this negative situation/obstacle?

02   What would the hero of your movie do to find a solution? What concrete steps would he/she take that would make the audience cheer?

03   What kind of challenges does the hero face while trying to overcome the obstacle? How does he/she handle them?

04   What does the hero feel and think while working on a solution?

05   How would the hero reframe the negative self-talk into something more productive and positive?

Finding Self-Forgiveness

Self-forgiveness involves a shift in motivation towards treating oneself with kindness and compassion, rather than punishing oneself for past mistakes. If we're unable to forgive ourselves then we it can have a negative impact on our self-talk, motivation, self-worth and overall well-being. On the other hand, research has shown that self-forgiveness can lead to improved relationships, self-perception, self-worth, and overall well-being.

One therapeutic model suggests that there are four key steps to self-forgiveness: accepting responsibility, feeling remorse, making amends, and learning from the experience. By completing these steps, individuals can change their motivation towards self-acceptance and self-forgiveness, rather than self-punishment.

The 4 stages of self-forgiveness

01. Responsibility: Accepting responsibility for your actions and the harm that you may have caused.

02. Remorse: Feeling genuine remorse for your mistakes and the pain that you may have caused to others.

03. Restoration: Making efforts to repair any damage that you may have caused and seeking ways to prevent similar mistakes in the future.

04. Renewal: Allowing yourself to let go of negative emotions like guilt and shame, and moving forward with a renewed sense of purpose and commitment to personal growth.

What you need to know before you get started?

☑ 01. Self-forgiveness is not something that happens overnight. While the exercise will walk you through all of the necessary four steps, don't expect the self-forgiveness to happen automatically thereafter. It may take multiple attempts, a lot of internal dialogue and letting go of your old thought patterns before you notice that you've moved from one stage to another.

☑ 02. The process of self-forgiveness may feel painful as part of it asks you to accept some painful mistakes you may have done in the past. That' a normal part of the process.

☑ 03. It may feel like you're making up excuses for your past mistakes. That's not the purpose of this exercise. The goal is to allow you to learn from your mistakes and become a better person as a result of that.

Finding
Self-Forgiveness

Part 01: Identify your regret & take responsibility

(01)   Describe the event or situation that you regret

(02)   I take responsibility for...

Part 02: Show remorse

(01)   What kind of emotions and feelings does this mistake make you feel?

Part 03: Rectify the situation

(01)   What steps can you take to amend the situation?

Finding
Self-Forgiveness

Part 04: Renewal - the course forward

01   What has this situation/mistake taught me?

02   What can I do to avoid something similar in the future?

03   How will I react in the future if something similar does happen?
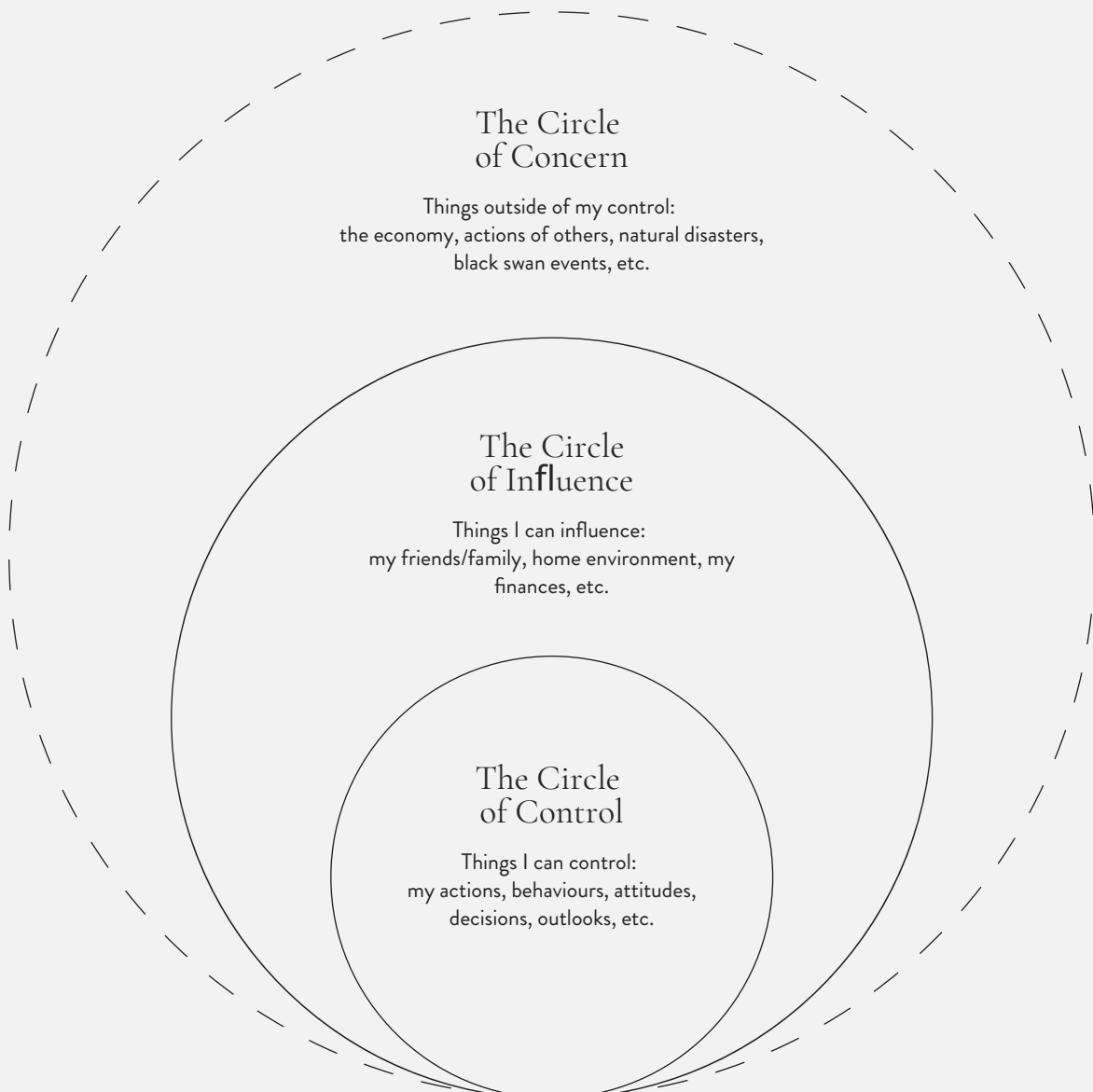
The Circle of Influence

"Circle of Influence" is a concept popularized by Stephen Covey in his book "The 7 Habits of Highly Effective People." The idea behind the Circle of Influence is that people have control over certain aspects of their life, while other aspects are outside of their control. By focusing on the things that are within their Circle of Influence, individuals can take action and make meaningful changes in their life.

Covey's Circle of Influence concept proposes that people should differentiate between three kinds of things in their life: things they have control over, things that they have the ability to influence and things that are outside of their control and their sphere of influence.

This exercise is designed to help you become more aware of the things you have direct control over and the things you can influence. This will allow you to focus on the right things and avoid trying to control the uncontrollable.

The Circle of Concern

Things outside of my control:
the economy, actions of others, natural disasters,
black swan events, etc.

The Circle of Influence

Things I can influence:
my friends/family, home environment, my
finances, etc.

The Circle of Control

Things I can control:
my actions, behaviours, attitudes,
decisions, outlooks, etc.

The Circle of Influence

Here's how this exercise works.

- [x] 01. Identify a goal or outcome you would like to achieve (or a problem you'd like to solve).
Make it clear an concise. Also, make sure you write your goal as positive, rather than a negative (for example, you should write "I want to be able to focus more" instead of "I'd like to be less lazy".

- [x] 02. Identify the things in your circle of control and influence you can do to start moving closer to the goal.
If you're having trouble coming up with concrete actions, consider what other people have done in a similar situation to reach the goal you're aiming for.

- [x] 03. Identify the things in your circle of concern that you have no control over.
These are the things that you can not control at all or have very little control over in any practical sense. These are just the things you have to accept.

Example:

What's your goal /desired outcome	Things I can control and influence	Things I can not control (circle of concern)
Lose weight and be more fit	Start working out regularly (min. 3 times a week for 1 hour) Cut out junk food from my diet Prepare healthy meals at home What I prioritize (if I feel like I don't have enough time)	My genetics - how fast and easily I lose weight How much weight I lose in some specific amount of time How motivated I feel on any specific day to follow my workout routine

The Circle of Influence

What's your goal /desired outcome	Things I can control and influence	Things I can not control (circle of concern)

Growth Mindset Questionnaire

Carol Dweck is a renowned psychologist who has done extensive research on the concept of growth mindset and fixed mindset. According to her, a fixed mindset is the belief that our abilities and characteristics are predetermined and cannot be changed, while a growth mindset is the belief that our abilities and characteristics can be developed and improved through effort and learning.

In her research, Dweck has found that people with a fixed mindset tend to avoid challenges, give up easily, and shy away from failure, because they see challenges and failure as a reflection of their own inherent abilities and limitations. On the other hand, people with a growth mindset tend to embrace challenges, persevere through difficulties, and learn from their failures, because they see challenges and failure as opportunities for growth and development.

This exercise is designed to help you get a better understanding of the difference between growth and fixed mindset and what are your own attitudes towards different aspects of growth mindset.

Growth Mindset		Fixed Mindset
"I understand that putting in effort is key to improving and achieving my goals"	EFFORT	"I don't need to put in a lot of effort, I just have it or I don't have it."
"I wonder what I can learn from them. What has made them successful?"	SUCCESS OF OTHERS	They are successful because they are naturally more talented or luckier than me."
"This obstacle is difficult, but I am determined to find a way to overcome it."	OBSTACLES	"This is impossible, there's no way I can overcome this."
"I'm not good at this yet, but I'm willing to put in the effort to improve."	SKILLS	"I'm just not good at this, I'll never be able to learn it."
"This is a difficult challenge, but I am excited to learn and grow from it."	CHALLENGES	"I can't do this, it's too hard for me."

Growth Mindset Questionnaire

Before you start, remember that growth mindset is something that can be trained by simply being aware of your own attitudes towards challenges, intelligence, learning, etc. and making a conscious effort to shift your thinking towards growth mindset.

Part 01: Take the mindset questionnaire

Rate the following statements on a scale from 0 to 10. Zero means that you completely disagree, ten means you absolutely agree. Then count the total score (max 60).

01. Effort is more important than talent

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

02. People usually succeed because of hard work, not luck

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

03. I can overcome most obstacles with effort and a right strategy

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

04. I believe that my abilities can be developed and improved through effort and learning.

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

05. I believe that challenges are opportunities for growth and development.

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

06. People usually succeed because of effort, not luck

Absolutely Disagree ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ ○ Absolutely Agree
0 1 2 3 4 5 6 7 8 9 10

How to interpret the results?

0-10 Very strong fixed mindset
10-20 Rather strong fixed mindset
20-30 Fixed mindset with growth aspects

30-40 Growth mindset with fixed aspects
40-50 Rather strong growth mindset
50-60 Very strong growth mindset

Growth Mindset Questionnaire

Part 02: Reframing your ideas

This is the part where you write down your own ideas, thoughts and inner dialogue about each of the growth mindset aspects that were introduced previously. Once you've done that, then the next step is to reframe that into something that would be more in line with growth mindset.

PS! If you scored high in the previous section, then you already have quite a strong growth mindset but you can probably still reframe some aspects of your ideas to be more growth oriented.

If you're having trouble coming up with more growth oriented statements, try to think of ideas or inner dialogue your could tell yourself that would prompt you to take action. Also, you can ask yourself: What would I need to believe or think in order to be a person that has growth mindset?

	My Current Beliefs & Mindset	How Can I Reframe them to be More Growth Oriented ?
CHALLENGES		
SKILLS		
OBSTACLES		
SUCCESS OF OTHERS		
EFFORT		

Practicing Optimism

Practicing optimism can be incredibly beneficial for individuals in terms of taking action and avoiding dwelling on negative thoughts or past experiences. When we practice optimism, we tend to focus on the potential positive outcomes of a situation, rather than dwelling on the negative possibilities. This mindset shift can help individuals feel more motivated and empowered to take action towards achieving their goals.

Additionally, when we focus on the positive, it can be easier to let go of negative thoughts or experiences, as they become less prominent in our minds. This can help to reduce feelings of stress, anxiety, or depression, which can be barriers to taking action.

Furthermore, optimism is associated with better physical and mental health, more successful relationships, more personal and professional achievement, greater resilience,and increased levels of happiness.

This exercise is designed to help you shift your mindset and see the positive aspects in the things you previously only saw as negative. This helps you develop a more healthy and balanced inner dialogue that improves your overall well-being.

Before you get started..

Know that optimism is a learned behavior, which means that it can be developed and strengthened through practice and effort. By making a conscious effort to focus on the positive, and challenging negative thoughts or beliefs when they arise, an individual can become more optimistic over time, which can lead to greater overall well-being and an improved ability to take action.

Also know that "looking at the bright side" is not about wishful thinking, or ignoring the negative aspects. Instead it's a practical tool to get a more balanced view of any seemingly negative event (our brains are accustomed to detecting threats and negative aspects, so we have to do some conscious work to see the positive). And by getting a more balanced view, you're much more likely to take positive actions and not dwell on past mistakes - that's what in the end it's all about!

Practicing Optimism

01 Identify a negative event or a difficult situation that caused you distress.

It can be something small that has happened recently like saying something embarrassing during a presentation or something bigger like losing a job.

02 What were the downsides of this negative event?

For example if the negative event was losing a job, then the downsides could be 1) Loss of income and financial instability. 2) Feeling of rejection and self-doubt. 3) Concerns about future job prospects and long-term career goals.

03 What were the upsides of this negative event?

For example if the negative event was losing a job, then the downsides could be 1) Opportunity to re-evaluate career goals and explore new job opportunities. 2) Possibility of finding a job that aligns better with personal values and interests. 3) Opportunity to upgrade your skill set and get new certifications.

Reframing Criticism

Learning to deal with criticism and looking at it from a perspective of growth mindset is important because criticism can help you identify areas for improvement and opportunities for growth. According to a study published in the Journal of Applied Psychology by Dweck and Leggett, (1988) individuals who have a growth mindset, which is the belief that abilities can be developed through effort and learning, tend to handle criticism more effectively and see it as a valuable source of feedback.

Another study published in the journal Self and Identity by Pekrun et al. (2010) found that people who have a growth mindset tend to feel less threatened by criticism and are more likely to see it as an opportunity for learning and improvement. They tend to be more open to feedback, engage in more constructive self-reflection and have a better ability to manage their emotions in response to criticism. Furthermore, a study conducted by researchers at the University of Kent and published in the Journal of Occupational Health Psychology by Tims, Bakker and Derks (2014) found that individuals with growth mindset have better ability to deal with stress, are less likely to experience burnout and have higher levels of well-being.

All of this research suggests that learning to deal with criticism and looking at it from a perspective of growth mindset can help individuals become more resilient, improve their ability to manage emotions, increase their well-being and ultimately achieve their goals. When an individual is able to process criticism in a constructive manner, he/she can use it as a tool for self-improvement and growth, which ultimately leads to achieving greater success in personal and professional life.

This exercise is designed to help you develop a more growth oriented mindset when it comes to criticism and reframe it as an opportunity to learn and grow.

Before you get started..

Know that not all feedback is created equal. Sometimes worthless criticism is just masquerading as feedback. On the next page you'll find some tips on how to determine what kind of feedback you should listen and what kind you should ignore.

Reframing Criticism

Useful feedback vs. criticism

Determining what's useful feedback and what's not (what's just worthless criticism) can be challenging, but it's an important skill to develop in order to make the most of constructive feed- back and not get bogged down by unhelpful criticism. Here are some strategies that can help you determine the difference between useful feedback and worthless criticism:

01. Consider the source: Feedback from people who have a vested interest in your success, such as a mentor, manager or coach, is likely to be more valuable than criticism from someone who is not invested in your growth or well-being.

02. Look for specific examples: Feedback that is specific and provides examples of behaviors or actions that can be improved is more valuable than general criticism.

03. Look for a pattern: If you receive the same criticism from multiple sources, it's likely that there's some truth to it, but if you receive criticism only from one person, it might not be worth paying attention to.

04. Evaluate the tone: Feedback that is delivered in a constructive, respectful and non-personal manner is more likely to be valuable, than feedback that is delivered in a judgmental, dismissive or confrontational manner.

05. Check for a bias: People's opinion and feedback may be influenced by their personal bias, therefore, it is important to evaluate the feedback without being influenced by such biases.

Note that...

While some feedback is more useful than other, it's still important to develop a growth mindset to all kinds of criticism. It will help you learn from the good kinds of feedback and stay emotionally composed and not take it personally when facing unjustified criticism.

Reframing Criticism

01 Think of a situation of when someone has criticized you in the past. Describe the situation in detail - what was said, by whom, when and how.

If you have trouble remembering a specific situation, try to remember situations when someone hurt your feelings by something that they said.

02 What was your response in this situation? How did you feel? What did you think?
What did you say?

03 What are some things you can learn from this criticism? How can you use this criticism for personal growth going forward?

Even if the criticism was not helpful at all and was meant to degrade your self-worth, you can still use it for personal growth. For example you can 1) practice emotional composure 2) practice being forgiving and understanding 3) remind yourself that hurt people want to hurt other people etc.

Reframing Criticism

Use the following table if you have more than one example of criticism you'd like to analyze

Describe the situation when you were criticized	What was your response	What can you learn from this criticism?
A friend tells you that you talk too much and interrupt people when they speak.	Feel defensive and upset. Think that your friend doesn't appreciate what you have to say. Said that "I can't believe you would say that, you're always interrupting people too!"	I could practice active listening. Learn how to thank your friend for bringing up a difficult topic. Learn how to avoid getting defensive automatically.

My Coping Mantra

The concept of coping mantra was developed by Matthew McKay, Martha Davis, and Patrick Fanning in their book "Self-Esteem: A Proven Program of Cognitive Techniques for Assessing, Improving and Maintaining Your Self-Esteem." A coping mantra is a short, positive phrase or statement that an individual can repeat to themselves in order to help them stay focused and calm during difficult situations.

McKay and West suggest that coping mantras should be simple, easy to remember, and directly related to the specific stressor or anxiety-provoking situation. They recommend that individuals experiment with different coping mantras and select the one that works best for them.

This exercise will help you come up with your own personal mantra that addresses your own unique adversity. It will help you replace your unhelpful (fixed mindset) thoughts, with more productive and helpful (growth mindset) alternatives.

Here are some examples of coping mantras:

"I am strong."

"I can handle this."

"I choose to stay calm."

"I trust in my ability to cope."

"I am in control."

"I am strong and resilient."

"I can handle anything that comes my way."

"I trust my inner wisdom and guidance."

"I am open to new opportunities."

"I am focusing on the present moment."

"I am capable."

"I am enough."

"I will get through this."

"I will take it one step at a time."

"I am surrounded by support."

"I am growing from this experience."

"I am surrounded by love and support."

"I allow myself to process my emotions."

"I am not my negative thoughts."

"I am worthy and deserving of happiness."

My Coping Mantra

Time: 20+ Minutes

Difficulty: Moderate

What stressor or anxiety are you facing?	What unhelpful thoughts are you experiencing regards this stressor?	What coping thoughts can you use instead that you feel are empowering?
Feeling overwhelmed by the amount of tasks and responsibilities at work, home and personal life.	"I'm so behind, I'm going to fail." "I'm not good enough to handle it all" "I'm never going to get all of this done."	"I can prioritize and plan my tasks to make them more manageable." "I have been able to handle difficult situations in the past and I can do it again."

My short coping mantra is: "I'll only focus on what I can control and one thing at a time"

My short coping mantra is:

My short coping mantra is:

My short coping mantra is:

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New Perspective From Role Models

Seeking out role models can be a powerful way to gain new perspective and help overcome adver- sity. Research has shown that having a role model can have a positive impact on an individual's motivation, self-esteem, and ability to overcome challenges.

A study, conducted by Hagger, Chatzisarantis, Alberts and Ziegelman (2010) found that role models can have a positive impact on an individual's motivation. The study found that when individuals have a role model, they have a greater sense of self-determined motivation, which means that they are motivated by a sense of interest, enjoyment and personal choice, rather than external pressures.

Additionally, a study conducted by Kelly, Jordan and Hellison (2013) showed that role models can have a positive impact on an individual's self-esteem and self-worth. The study found that role models can serve as a source of inspiration and validation, which can improve an individual's self-esteem and sense of worth.

Whats more, having a role model can also provide a sense of direction and give an individual new perspective on life, especially when they're going through difficult times. Role models can provide guidance and inspiration, which can help an individual to persevere and overcome adversity.

In conclusion, research suggests that having a role model can have a positive impact on an individual's motivation, self-esteem, self-efficacy and ability to overcome adversity.
It's important to remember that role models don't have to be famous or accomplished people, they can be anyone who you look up to and whose example you want to follow.

This exercise is designed to help you seek out role models that have overcome the same adver- sity you are facing right now which will help you overcome your own obstacles. Remember that the goal of this exercise is not to exactly copy what other people have done, but to inspire you to think of other ways of approaching and solving your problem.

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01 — What obstacle are you currently facing?

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02 — Find 3 people who have overcome a similar problem and write them down here
Do some research (Google, Youtube, etc.) & remember that they don't have to be anyone famous.

New Perspective From Role Models

Role Model 01:		
What actions did they take to overcome the obstacle?	What thoughts and ideas did they have to adopt in order to overcome the obstacle?	What can you learn from this role model?

Role Model 02:		
What actions did they take to overcome the obstacle?	What thoughts and ideas did they have to adopt in order to overcome the obstacle?	What can you learn from this role model?

Role Model 03:		
What actions did they take to overcome the obstacle?	What thoughts and ideas did they have to adopt in order to overcome the obstacle?	What can you learn from this role model?

Fear Setting

"Fear-setting" is a concept popularised by Tim Ferriss, author of "The 4-Hour Work Week," which refers to the process of identifying and facing one's fears in order to overcome them. It is an exercise that helps people evaluate and plan for potential risks and negative outcomes, rather than simply avoiding them out of fear.

The point of this exercise is to identify fears that hold you back, and plan to face them, rather than avoiding them. By identifying and evaluating potential risks, people can develop a sense of control over the situation and reduce the anxiety that comes with fearing something. Additionally, by thinking through the worst-case scenario and creating a plan to handle it, people can be more prepared to handle difficult situations that may arise.

Moreover, it helps to shift the perspective from being a victim of the situation to being in control and proactive, this in turn empowers the individual with a sense of agency and ownership over their own fate. It can be a powerful tool to overcome procrastination, increase productivity and make decisions with more confidence. It allows to take a step back and evaluate the situation, the probability of the negative outcome and the impact of it, so you can make better decisions.

"Fear-setting" as a concept can be divided into five parts:

01. Defining the goal/obstacle to overcome: This might be something that is holding you back in your personal or professional life, such as public speaking, asking for a raise, or starting a new business. Being specific and clear about the goal or obstacle that you want to overcome is crucial for this exercise.

02. Defining the worst-case scenario: What are the potential negative outcomes if this fear were to come true? What would be the immediate and long-term consequences? Be detailed and realistic in your assessment.

03. How to prevent this scenario: After considering the possible consequences, create a plan to mitigate or prevent those negative outcomes from happening. Think about the steps you can take to reduce the likelihood of the worst-case scenario happening.

04. How to repair things if this does come to pass: Even with the best prevention, things can still go wrong. Identify what steps you can take to repair the situation if the worst-case scenario does occur. This includes who you can turn to for help, what resources you have available, and what steps you can take to recover.

05. What are the long-term consequences: It's important to recognize that avoiding or procrastinating on facing a fear or obstacle can have negative consequences on the long run, such as missing out on opportunities, feeling unfulfilled and losing self-esteem.

Fear Setting

01   What obstacle to you want to overcome or a goal to achieve?

02   What's the worst case scenario

03   How can you prevent it from happening?

04   How can you fix things if it does happen?

05   What are the long term consequences if you do achieve your goal? How will your life be different?

What are the long term consequences if you do not take the necessary actions to achieve your goal or overcome the obstacle?

Notes