

The background is a dark blue gradient with a subtle pattern of small white dots. On the left side, there are several overlapping circular elements. One prominent feature is a large circular scale with tick marks and numbers ranging from 140 to 260. Other elements include smaller circles, some with dashed outlines and arrows, and some with solid outlines and arrows, suggesting a sense of motion or a complex system.

OVERWHELMED!

HOW TO WORK THROUGH THE EMOTION PEACEFULLY

BY MARY BECKMAN

HARMONY SPRINGS LIFE COACHING

DECEMBER 2023

GIVE IT TO GOD

- 1. Write down all thoughts contributing to my feeling overwhelmed
- 2. Pray with God for him to take control of all those thoughts
- 3. Pray for guidance on what God will take care of and what I really need to do
- 4. Set realistic priorities for items I need to do
- 5. If still feeling anxious about the overwhelm, use Emotional Freedom Technique tapping.

WRITE IT ALL DOWN

- No matter what you are dealing with, write down all the thoughts that you are dealing with for at least five minutes.
 - Get everything on paper. Include all you think you need to get done, current crisis challenges, and perceived consequences if things don't get done.

GIVE IT TO GOD

- Sit with God for another five minutes and pray for God to take control of all that you have written down. Allow God's presence and peace to fill your mind and body.

ASK GOD FOR GUIDANCE

- Ask God to give you guidance on what he will take care of and what you will need to do.
- Go through each thought and mark with a star what God will take care of.
- Then go through each item that needs to be done and mark with a circle.

SET PRIORITIES AND TIMELINES

- For each item that is a task
 - Decide if the task can be delegated. Mark the item with the letter 'D'
 - Write the due date next to the item – like when a bill needs to be paid on time
 - If there is no official due date, mark the item with the letter 'L' (for Later)
- For each task that has the letter 'D'
 - Decide who will complete the task. Write down the name of the person to complete the task.
 - Ask the person to complete that task by the date you both decide on.
- For each task that has the letter 'L'
 - Decide how important the task is. Is it a 'need' (part of survival) or a 'want' (desire for something nice for self or others)?
 - Write a realistic due date next to that item
- For every other thought that is a feeling of worry over things you have little or no control over
 - Give it again to God

CALENDAR REMINDERS

- On a calendar that works for you, write in all the items with due dates on the correct date in the calendar.
- The calendar should be one that you look at daily.
- The calendar can be a book planner or wall calendar or electronic device calendar.

MANAGE FEELING OF ANXIETY

- If you are feeling anxious about getting everything done on time, try Emotional Freedom Technique tapping
- Check in with yourself how intense the feeling of anxiety is on a scale of 1-10 and right it down

EMOTIONAL FREEDOM TECHNIQUE (EFT)

Main Cycle

- Say the long statement three times while tapping the 'karate chop' point
 "Even though I might not get everything done when I want to, I completely love and accept myself."
- Say the short statement once while tapping 5 – 7 times the remaining points
 "might not get everything done"
 Top of head (use flat hand with all fingers), Eyebrows, Side of eyes, Under nose above upper lip, Above chin under bottom lip, Collarbone point, Under the arm, Thumb (towards little finger), Index finger (towards little finger), Middle finger (towards little finger), Little finger (on outside edge)
- Say the short statement once while tapping karate chop point 15-20 times

EMOTIONAL FREEDOM TECHNIQUE (EFT)

- Check in with yourself how intense the feeling of anxiety is on a scale of 1-10 and right it down. If the number is lower than what you started with, this is a sign that this method works for you.
- Continue the steps of the Main Cycle until the intensity level is down to a 1

EMOTIONAL FREEDOM TECHNIQUE (EFT)

- Once you reach the intensity level of 1 or 0, continue with the Closing Steps
- Closing Steps
 - Tap the triple warmer spot on the back of your hand located in between the little and ring fingers. Continue tapping that spot while doing the following:
 - Close the eyes
 - Open the eyes
 - Look down and to the right and then straight ahead
 - Look down and to the left and then straight ahead
 - Roll the eyes around in a circle one way
 - Roll the eyes around in a circle the opposite way
 - Hum 5 seconds of “Happy Birthday” song
 - Count from 1 – 5 and then backwards from 5 – 1
 - Hum 5 seconds of “Happy Birthday” song
- Stop tapping. Take a deep breath. Sense how you are feeling. Know that all will be well.