



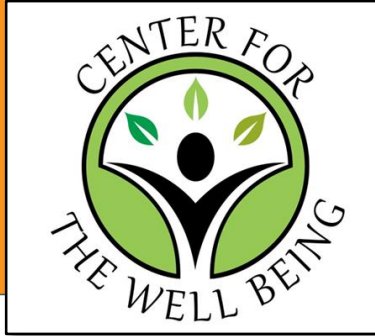
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# Mindset Matters

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MANAGE YOUR MIND - COACHING WORKSHOPS

2ND SATURDAY OF EVERY MONTH



Think Well. Do well. Be well.

# Cultivate a Healthy Environment to Nurture the Whole Self



**Manage the Mind**



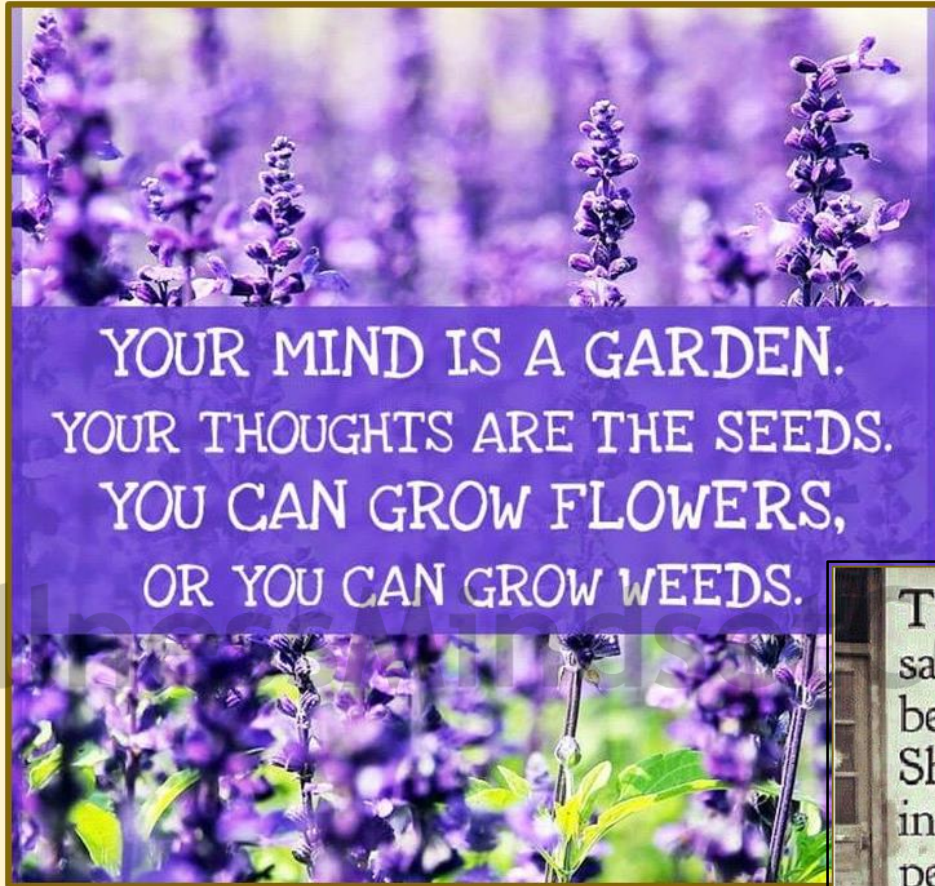
**Honor the Body**



**Nourish the Spirit**

# MANAGE THE MIND

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YOUR MIND IS A GARDEN.  
YOUR THOUGHTS ARE THE SEEDS.  
YOU CAN GROW FLOWERS,  
OR YOU CAN GROW WEEDS.



The person who  
says it cannot  
be done  
Should not  
interrupt the  
person  
doing it.  
Chinese Proverb

# RECAP: Virtues and Values

## Build on Virtues that Align to Your Values

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Values  
Virtues  
Behaviors



The Seen  
and Unseen



# Why do we value our values?

Reduce stress • Make better decisions • Increase joy and happiness  
Find aligning environments and people • Support growth and development  
Helps in times of conflict or confusion • Provide motivation

Our **VALUES** are a clear set  
of guidelines for our words  
and actions  
that direct us to make  
decisions

**INSPIRATIONAL**  
encourage you to fulfill your purpose in life  
**UNIQUE**  
they speak to **YOU** and reflect **YOUR** priorities  
**GUIDING**  
help you in everyday situations  
**LIFE LONG**  
evolve as you evolve  
**MEANINGFUL AND REWARDING**  
help us to live what fulfills us



# It's all about the JOURNEY, not the DESTINATION



The best way to reach a goal is to forget about the goal itself and focus on the process - the small, concrete steps that if taken often and CONSISTENTLY - will inevitably get you to where you want to be

**JOURNEY over DESTINATION**  
**PROCESS over GOAL**  
**VIRTUE over RESOLUTION**



# What we did over the past month

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- Pick a virtue (or more) to build on
- Look for ways to build on the virtue
- Think about why this virtue is important to you
- How does this virtue align to your values?
- Think of ways to put this virtue into action
- Talk nicely to yourself
- Keep a journal of your thoughts and experiences
- Be disciplined
- Be consistent
- BREATH



# Rewire Negative Thinking Patterns

## Understanding Your Thinking Habits

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# Key Concepts

## Cognitive Restructuring



A powerful technique for reducing negative thinking patterns and the stress, anxiety or other negative emotions and moods they create

Learning to identify and restructure the HABITUAL ways we think, we can train our minds to think about the world in a more realistic and balanced way

### COGNITIVE RESTRUCTURING

- A core technique from Cognitive Behavioral Therapy (CBT), the most research-supported approach to treating common emotional struggles such as anxiety and depression
- Helps us to identify overly-negative habits of thinking and self-talk which lead to overly-negative mood states
- Has many practical benefits from lower anxiety and stress to improved communication, less procrastination and more confidence

Changing our habitual thoughts to be more realistic can change how we feel for the better



# Benefits of Cognitive Restructuring

- ✓ Manage worry and anxiety better
- ✓ Break out of rumination and depression spirals
- ✓ Cultivate self-compassion
- ✓ Avoid procrastination and be more productive
- ✓ Improve communication and relationships

- ✓ Increase optimism and outlook
- ✓ Help with addiction and sobriety issues
- ✓ Build assertiveness and self-confidence
- ✓ Gain increased self-awareness and personal insight
- ✓ More effective stress relief

# Why Cognitive Restructuring Works

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- Helps us get organized mentally
- Forces us to slow down
- Helps us be more aware
- Gives us a sense of agency and control
- Helps us think more clearly and rationally
- Helps us reflect instead of react
- Breaks negative mental habits



# Understanding Cognitive Distortions



## What are Cognitive Distortions?

- ❑ Unrealistic, exaggerated, generally inaccurate forms of self-talk
- ❑ Habitual inaccuracies in the way we think tend to create a distortion in how we feel - usually in the form of excessively strong negative emotions

- MIND READING
- OVER-GENERALIZATION

# Common Types of Cognitive Distortions

## MIND READING

We assume that we understand what other people are thinking without any evidence; It is a failure of imagination - we only imagine the negative without considering other possibilities, some of which are bound to be neutral or even positive

- **Example:** Believing our *ASSUMPTIONS*

## OVER-GENERALIZATION

We extend the evidence for something beyond what is appropriate

- **Example:** *ALWAYS* and *NEVER* statements

# Understanding Cognitive Distortions



- MAGNIFICATION
- MINIMIZATION

# Common Types of Cognitive Distortions

## MAGNIFICATION

We take our own errors or flaws and exaggerate them; typically taking the form of catastrophizing small negative events and turning them into disaster in our minds

- **Example:** The world is drowning mentality - “I didn’t do well on the test and now I will fail the class...and never graduate.”

## MINIMIZATION

The mirror image of MAGNIFICATION and involves being dismissive of our strengths and positive qualities; it often keeps us in a cycle of feeling inferior because we don’t allow ourselves to benefit from acknowledging our true positive qualities and accomplishments

- **Example:** Looking at the negative - After receiving a test back, we comment to ourselves, “Sure, I got an A, but I missed the easiest question on the exam.”

# Understanding Cognitive Distortions



- EMOTIONAL REASONING
- BLACK & WHITE THINKING

# Common Types of Cognitive Distortions

## EMOTIONAL REASONING

When we make decisions based upon how we feel rather than what the evidence actually suggests

- **Example:** Making *FEAR-based* decisions
- **!! Remember:** If you don't ask, the answer will always be "no"

## BLACK & WHITE THINKING

The tendency to evaluate things exclusively in terms of extreme categories; it shows up most commonly when we evaluate our own personal qualities and characteristics this way

- **Example:** Thinking back on a recent date that seemed to go badly, we think, "UGH...I'm so awkward!"

# Understanding Cognitive Distortions



- PERSONALIZATION
- FORTUNE TELLING

## Common Types of Cognitive Distortions

### PERSONALIZATION

When we assume excessive amounts of responsibility, especially for things that are mostly or entirely outside our control

- **Example:** Often seen as *IF ONLY* statements - “If only I had helped my son study for his math test yesterday when he asked me to, he wouldn’t have failed it!”

### FORTUNE TELLING

When we predict what will happen based on little or no real evidence; instead, when our mind throws a negative outcome or worst case scenario at us, we go with that and tell ourselves that that is exactly what will happen

- **Example:** *AWFULIZING* and giving up control over any reasonable outcome



# Understanding Cognitive Distortions



- LABELING
- SHOULD STATEMENTS

## Common Types of Cognitive Distortions

### LABELING

When we describe ourselves or others in one extreme way, usually negatively; because people and their sense of self (including our own) are highly complex and ever-changing, LABELING is usually an inaccurate oversimplification

- **Example:** After a fight with our spouse, we tell ourselves, “They are such a jerk.”

### SHOULD STATEMENTS

We use self-talk to try and motivate ourselves by saying what we *SHOULD* and *SHOULD NOT* do; we set up false expectations that we *SHOULD* have more certainty than we do - chronic frustration, anxiety and resentment

- **Example:** *SHOULD - MUST - NEED TO - HAVE TO*

# Step-by-Step Action Plan

## Cognitive Restructuring Action Plan



Rewire Negative  
Thinking Patterns

### **STEP 1: PAUSE AND BREATH**

Respond with an attitude of curiosity - Ask yourself “what’s going on here?”

### **STEP 2: IDENTIFY THE TRIGGER**

Consider the WHO, WHAT, WHERE, WHEN - note even the smallest details

### **STEP 3: NOTICE YOUR AUTOMATIC THOUGHTS**

What did you JUST tell yourself? What is your immediate thought?

### **STEP 4: IDENTIFY YOUR EMOTIONAL REACTION AND INTENSITY**

Was it anger? Fear? Rate the intensity of your reaction

### **STEP 5: GENERATE ALTERNATIVE THOUGHTS**

2-3 alternatives - be flexible to disengage from the unhealthy thoughts

### **STEP 6: RE-RATE THE EMOTIONAL REACTION INTENSITY**

Re-rate your current physical and emotional state - note the improvement

# Common Obstacles

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- Not practicing - not being consistent
- Not remembering to practice - not a typical “exercise”
- Practicing in your head - not writing your initial trials down on paper
- Spending too much time on it - complicating things
- Telling yourself it’s “just positive thinking” vs. “realistic thinking”
- It feels too simplistic - must be complicated to work
- Shouldn’t I just accept my thoughts?



# Over the next month...

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- **PRACTICE** the Step-by-Step Action Plan
- Keep a journal of your thoughts and experiences
- Be patient with yourself
- Practice tracking the flow of your thoughts
- Notice any knee-jerk reactions
- Notice your thoughts when having any emotion
- Talk nicely to yourself
- Be disciplined
- Be consistent
- **BREATH**