

# STOP



# OVERTHINKING

## WORKBOOK



# get to know me

Hello! My name is...

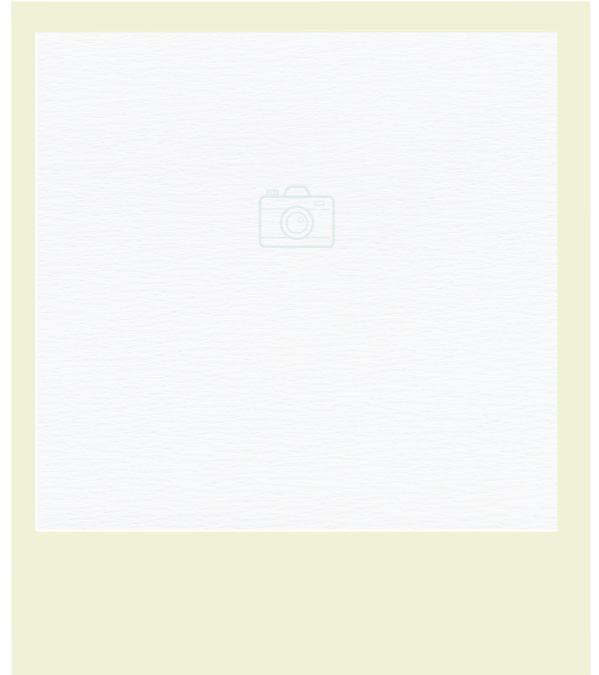
Nickname

Age

Address

Birthday

Zodiac Sign



My Hobbies are...

Fun Facts About Me

My Favorite ...

Color: .....

Food: .....

Pet: .....

Song: .....

Movie: .....

My Motto in Life

# quiet your mind

Overthinking can make you feel worried and stressed. This workbook will help you break free from those thoughts and find peace. With easy exercises and reflections, you'll learn to manage your thoughts and feel calmer and more focused.

## Why Use This?

- **Understand Your Thoughts:** Learn what makes you overthink and how it affects you.
- **Practice Mindfulness:** Discover ways to stay present and reduce anxious thoughts.
- **Be Kind to Yourself:** Learn to be gentle with yourself as you explore your thoughts.
- **Build Healthy Habits:** Create routines that help you think clearly and feel good.

## How to Use This?

- **Be Consistent:** Try to write in your workbook every day or week. This helps build new habits.
- **Be Honest:** Write openly about your thoughts and feelings. This is your safe space.
- **Be Patient:** Change takes time, so be patient with yourself as you grow.

## What You Can Expect

As you use this workbook, you'll start to see patterns in your thinking and learn new ways to calm your mind. You'll reflect on your experiences, practice staying in the moment, and set goals for feeling better. Over time, you'll feel more in control and less overwhelmed by overthinking.

## Let's Begin

Take a deep breath and get ready to explore a more peaceful version of yourself. Remember, you can change your thoughts and create a calmer, happier life.

# daily entries

Date:    /    /

## Gratitude List (3 Things I am grateful for)

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▶ \_\_\_\_\_

▶ \_\_\_\_\_

## Positive Affirmations (I am...)

▶ \_\_\_\_\_

▶ \_\_\_\_\_

▶ \_\_\_\_\_

Visualization Exercise (Draw or describe your ideal day or desired outcome)

Inspired Actions (List actions you will take today to bring you closer to your goals.)

Evening Reflection: What went well today?

What could be improved?

# my overthinking triggers

Date:    /    /

To manage overthinking, it's important to recognize what triggers it. Identifying these triggers can help you anticipate when you might start overthinking and take steps to prevent it.

**Common Triggers:** Here are some common triggers that might cause overthinking. Think about whether any of these apply to you:

- **Stressful Situations:** High-pressure tasks at work or school.
- **Uncertainty:** Not knowing what will happen next in a situation.
- **Negative Feedback:** Criticism from others.
- **Decision-Making:** Having to make choices without clear options.
- **Past Experiences:** Memories that bring up negative feelings.
- **Social Interactions:** Worrying about what others think of you.
- **Perfectionism:** Wanting everything to be just right.

**Your Personal Triggers:** Take a few moments to think about what specifically triggers your overthinking. Write down some situations or thoughts that often lead you to overthink:

Trigger 1:

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Trigger 2:

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Trigger 3:

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Trigger 4:

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Trigger 5:

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Trigger 6:

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Trigger 7:

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Trigger 8:

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Trigger 9:

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# overthinking bingo

Date:    /    /

This fun Bingo activity will help you identify and understand your overthinking habits. As you go through the list of common overthinking actions, mark off the ones that you recognize in yourself. Try to get a Bingo by marking five in a row, column, or diagonal!

## How to Play

1. Read the List: Review the list of overthinking habits below.
2. Mark Your Habits: When you identify a habit that you often do, mark it on your Bingo card.
3. Get a Bingo: Aim to mark off five habits in a row, column, or diagonal to get a Bingo!

Think Too Much	Ask for Advice	Avoid Things	Put Things Off	Analyze Everything
Imagine the Worst	Try to Be Perfect	Blame Yourself	Make Endless Lists	Stay Alone
Feel Stressed	Plan Too Much	Talk a Lot About It	Research Too Much	Revisit Old Issues
Overcomplicate	Neglect Self-Care	Seek Constant Approval	Dwell on Mistakes	Overwhelm Yourself
Replay Conversations	Compare Yourself to Others	Second-Guess Decisions	Worry About the Future	Fixate on Details
Avoid New Opportunities	Procrastinate Big Tasks	Avoid Conflict	Feel Paralyzed by Choices	Overanalyze Social Interactions
Overthink Small Issues	Overcommit to Tasks	Blame Others for Mistakes	Rehash Past Regrets	Focus on Perceived Failures

# understanding habits

Date:    /    /

Now that you've identified your overthinking habits through the Bingo activity, it's time to reflect on what you've discovered. Answering these questions will help you understand how these habits affect you and guide you toward making positive changes.

Which overthinking habits do you notice the most in yourself?

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How do these habits impact your daily life?

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How do you feel after identifying these habits?

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What steps can you take to reduce or change these overthinking habits?

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# overthinking awareness

Date:    /    /

Overthinking can often feel overwhelming, but by examining our thoughts and recognizing patterns, we can learn to manage them more effectively. Use this page to explore a recent situation where you found yourself overthinking.

## Reflect on a Situation

Think about a recent situation that caused you to overthink. It could be related to work, relationships, or personal goals. Write a brief description of the situation below.

Situation Description:

**Identify Your Thoughts:** List the thoughts that were running through your mind during this situation. Try to be as specific as possible.

▶ \_\_\_\_\_

▶ \_\_\_\_\_

▶ \_\_\_\_\_

▶ \_\_\_\_\_

**Recognize Your Emotions:** Overthinking is often tied to strong emotions. Identify the emotions you felt during this situation. Check all that apply and add any others you felt.

- Anxious     Sad     Insecure     Confused     Excited  
 Frustrated     Angry     Guilty     Overwhelmed     Other:

**Triggers and Patterns:** What triggered your overthinking? Reflect on whether there are common patterns or themes in these thoughts and situations.

Triggers

Patterns



# thought bubble blast

Date:    /    /

Do you ever feel like your brain is a record player stuck on repeat, playing the same negative thoughts over and over? This feeling of being stuck in an overthinking loop can be exhausting and prevent us from living in the present moment.

This Thought Bubble Blast activity can help you identify and release those thoughts. Write down all the overwhelming thoughts and worries swirling in your mind about recent situation that triggered overthinking inside the bubble.



# body scan activity

Date:    /    /

Feeling stressed or overwhelmed by thoughts? Take a break and tune into your body with this Body Scan activity. This practice can help you become more aware of physical sensations and release tension associated with overthinking.

Instruction: Find a comfortable position, either lying down or sitting upright. Close your eyes and take a few deep breaths.

<ul style="list-style-type: none"><li>• Focus on your feet: Notice any sensations in your toes, soles, and ankles. Are they warm, cold, tingly, or numb?</li></ul>	
<ul style="list-style-type: none"><li>• Slowly scan your body, moving upwards: Pay attention to your legs, calves, knees, and thighs. Are your muscles relaxed or tense?</li></ul>	
<ul style="list-style-type: none"><li>• Continue scanning: Move your awareness to your hips, abdomen, back, and chest. Notice any tightness or discomfort in these areas.</li></ul>	
<ul style="list-style-type: none"><li>• Scan your arms and hands: Are they resting comfortably? Notice any tension in your shoulders, neck, and head.</li></ul>	
<ul style="list-style-type: none"><li>• Bring your awareness to your whole body: How does your body feel overall? Are there any areas holding onto tension?</li></ul>	
<ul style="list-style-type: none"><li>• Focus on your breath: Take a few slow, deep breaths and allow your body to soften and relax.</li></ul>	

#### Optional:

- If you find tension in any area, visualize yourself breathing warmth or relaxation into that area.
- Once you've scanned your entire body, take a few moments to simply rest and be present.

#### Benefits:

- Reduces stress and anxiety
- Improves body awareness
- Promotes relaxation
- Helps break the cycle of overthinking

#### Repeat:

Do this Body Scan activity regularly, especially when you feel overwhelmed by thoughts. With practice, you'll become more skilled at identifying and releasing tension in your body.

# mindful breathing exercise

Date: / /

Mindful breathing is a simple yet powerful tool to calm the mind and reduce overthinking. This exercise will guide you through a 5-minute breathing session to help you become more present and focused.

1

*Get Comfortable:*  
Find a quiet and comfortable place to sit or lie down. Close your eyes and relax your body.

2

*Deep Breaths:*  
Take a deep breath in through your nose, filling your lungs completely. Hold the breath for a moment.

3

*Exhale Slowly:*  
Slowly exhale through your mouth. Focus on the sensation of your breath entering and leaving your body.

4

*Refocus:* If your mind starts to wander, gently bring your focus back to your breath. Continue this process for 5 minutes, using a timer if needed.

## Pre-Exercise Reflection

Take a moment to reflect on your current state of mind before starting the exercise. How do you feel right now?

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## Post-Exercise Reflection

After completing the exercise, reflect on any changes you notice in your thoughts or emotions.

How do you feel right now?

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# mindful breathing log

Week no.: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

## Sample Breathing Techniques:

- 4-7-8 Breathing: Inhale for a count of 4, hold your breath for a count of 7, and exhale for a count of 8.
- Box Breathing: Inhale for a count of 4, hold for 4, exhale for 4, and hold for 4 before starting again.
- Deep Belly Breathing: Place one hand on your chest and the other on your abdomen. Inhale deeply, feeling your abdomen rise, then exhale fully, feeling it fall.
- Square Breathing: Inhale for a count of 4, hold for 4, exhale for 4, and hold for 4 before starting again.
- Alternate Nostril Breathing: Closing one nostril while inhaling through the other, then switching sides and exhaling. This cycle is repeated to balance the flow of breath between the nostrils, promoting relaxation and mental clarity.

Date	Breathing Technique	Duration (mins)	Thoughts/Feelings
YYYY-MM-DD	[Technique practiced]	[Duration practiced]	[How did you feel while practicing? Any reflections?]

# art expression

Date:    /    /

Art expression is a creative way to explore your thoughts and emotions without using words. It can help you process feelings, reduce stress, and gain new insights into your inner world. Use this exercise to express yourself freely through drawing, painting, or any form of art you prefer.



Write a brief reflection on what you created and any thoughts or emotions you experienced. What does your artwork represent?

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# find your hobby

Date:    /    /

Engaging in hobbies can be a wonderful way to shift your focus away from overthinking and immerse yourself in activities that bring you joy and satisfaction. Hobbies not only provide a creative outlet but also offer a sense of accomplishment and relaxation.

Take a moment to think about activities you enjoy or have always wanted to try. Here are some ideas to get you started:

## ARTS and CRAFTS

- Painting
- Drawing
- Knitting or crocheting
- Scrapbooking
- Pottery or ceramics
- Jewelry making
- Origami

## OUTDOOR ACTIVITIES

- Gardening
- Hiking
- Cycling
- Birdwatching
- Camping
- Fishing
- Stargazing

## MINDFULNESS

- Meditation or deep breathing exercises
- Tai chi or Qigong
- workbooking for self-reflection
- Mindful coloring or doodling
- Practicing gratitude
- Aromatherapy & essential oils

## MUSIC and DANCE

- Playing an instrument
- Singing or joining a choir
- Dancing
- Listening to music and discovering new genres
- Composing or songwriting
- DJing or music mixing

## READING and WRITING

- Enjoying novels
- Writing stories/essays
- Starting a blog or workbook
- Reading book reviews
- Creative writing
- Reviewing and organizing a reading list

## SPORTS AND FITNESS

- Yoga or Pilates
- Jogging or running
- Joining a sports team
- Swimming
- Martial arts or self-defense classes
- Rock climbing

## COOKING and BAKING

- Trying new recipes
- Baking bread or pastries
- Cooking international cuisines
- Creating homemade sauces or jams
- Cake decorating
- Making and decorating cookies

## DIY PROJECTS

- Home improvement or decorating
- Building or assembling furniture
- Upcycling old items
- Crafting handmade gifts
- Creating custom clothing or accessories

# my hobby plan

Date:    /    /

What hobby are you interested in trying or spending more time on?

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When can you dedicate time each week to this hobby? (e.g., weekends, evenings)

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What materials or tools do you need for this hobby?

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What do you hope to achieve with this hobby? (e.g., complete a project, improve a skill)

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How does engaging in this hobby make you feel? What positive effects do you notice?

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# types of boundaries

Setting boundaries is an important way to protect your mental and emotional well-being. Boundaries help you manage your time, reduce stress, and maintain healthy relationships. This page will guide you through identifying and setting boundaries in different areas of your life.

## **Personal Boundaries**

Limits on how you want to be treated by others and how you treat yourself.

- Example: Saying no to additional work when you're already overwhelmed.

## **Emotional Boundaries**

Limits on how much emotional energy you give to others and how you protect your own emotions.

- Example: Saying no to additional work when you're already overwhelmed.

## **Time Boundaries**

Limits on how you spend your time and how much time you dedicate to different activities.

- Example: Setting aside specific times for work and relaxation.

## **Physical Boundaries**

Limits on physical space and how close others can get to you.

- Example: Asking for personal space when you need it.

## **Digital Boundaries**

Limits on how and when you engage with technology and social media.

- Example: Not checking work emails during personal time.



# setting your boundaries

Date:    /    /

Setting boundaries helps you take care of yourself and manage your time better. This activity will help you figure out where you need to set limits in your life—like with your personal time, emotions, and how you use technology.

## 1

Identify  
Areas

Think about where you need boundaries.

- Personal Boundaries
- Emotional Boundaries
- Time Boundaries
- Physical Boundaries
- Digital Boundaries

Clearly write down the boundaries.

## 2

Write Your  
Boundaries

Personal Boundaries .....

Emotional Boundaries .....

Time Boundaries .....

Physical Boundaries .....

Digital Boundaries .....

## 3

Communicate  
Your  
Boundaries

Plan how to communicate your boundaries.

Who needs to know?

How to Communicate?

Consider how these boundaries will help you.

How Will This Help You? What Changes Do You Expect?

## 4

Reflect

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# creating your affirmations

Date:    /    /

Affirmations are positive statements that you repeat to yourself. They help shift your mindset and focus on positive aspects of life, which can reduce overthinking and boost self-confidence. Start your affirmations with "I am" to affirm your personal power.

Examples of Positive Affirmations:

- Self-Confidence: "I am confident in my abilities and trust myself."
- Calmness: "I am calm and centered in any situation."
- Positive Outlook: "I see the good in every day and embrace new opportunities."
- Stress Reduction: "I release tension and embrace peace."

A grid of 16 rounded rectangular boxes for writing affirmations, arranged in 4 rows and 4 columns. The boxes alternate in color between light gray and light green in a checkerboard pattern.

# creating calm space

Date:    /    /

## LOCATION

Describe where you will set up your calm space (e.g., a corner of the living room, a spare room, etc.).

## COMFORT ITEMS

List the items you will include for comfort (e.g., cushions, blanket, chair).

## PERSONAL TOUCHES

List personal items you will add (e.g., photos, plants, artwork).

## Design Your Calm Space

A calm space is an area where you can retreat to find peace and tranquility.

It is designed to help you relax, reflect, and reduce stress, making it easier to manage overthinking and promote mental well-being.

## COLOR SCHEME

Choose colors for your space (e.g., soft blue, neutral tones).

## SOUNDS

Decide on relaxing sounds or music (e.g., nature sounds, soft instrumental music).

## SCENTS

Specify calming scents you will use (e.g., lavender, chamomile essential oil).

How does your calm space make you feel?

Have you noticed any changes in your ability to manage overthinking?

# cognitive distortions

Cognitive distortions are irrational or exaggerated patterns of thinking that can negatively impact how we perceive ourselves, others, and the world around us.

These distortions can lead to increased stress, anxiety, and overthinking by making situations seem worse than they are. They often occur automatically and can influence our emotions and behaviors.

Here are some common types of cognitive distortions:

## All or Nothing Thinking

Seeing things in black-and-white terms, without recognizing any middle ground. For example, "If I'm not perfect, I'm a failure."

## Overgeneralization

Making a broad conclusion based on a single event. For example, "I failed once, so I'll always fail."

## Catastrophizing

Assuming the worst will happen. For example, "If I make a mistake, everyone will think I'm incompetent."

## Mind Reading

Believing you know what others are thinking, often assuming they think negatively about you. For example, "She didn't say hi, she must be mad at me."

## Personalization

Blaming yourself for events outside your control. For example, "It rained because I planned a picnic today."

## Should Statements

Using "should" or "must" to set unrealistic expectations. For example, "I should always be happy."



# mindset shift

Date:    /    /

A mindset shift means changing how you think about yourself and your experiences. By spotting and changing negative beliefs, you can reduce overthinking and develop a more positive outlook.

1. Record your limiting beliefs & thoughts under inner critic.
2. Channel your inner coach by reframing each limiting statement.
3. Think about the words you would say to a loved one to instill courage.
4. Revisit your inner coach responses whenever you need support.

Example:    I can't do this        I give myself permission to try

Inner Critic

Inner Coach











# what is pmr?

Progressive Muscle Relaxation (PMR) is a technique designed to reduce stress and anxiety by systematically tensing and then relaxing different muscle groups in the body. Developed by Dr. Edmund Jacobson, PMR not only promotes physical relaxation but also helps address mental overactivity, making it a useful tool for stopping overthinking.

## How PMR Helps with Overthinking:

Overthinking often involves excessive mental activity, which can contribute to stress and anxiety. PMR helps by shifting your focus from your thoughts to your physical sensations, thereby interrupting the cycle of overthinking.

## Steps for Practicing PMR:

### 1. Find a Comfortable Position:

- Sit or lie down in a quiet, comfortable place where you won't be disturbed.

### 2. Start with Deep Breathing:

- Take a few deep breaths to initiate relaxation. Inhale slowly through your nose, hold for a moment, and then exhale through your mouth. This helps calm the mind and prepare it for the PMR process.

### 3. Tense and Relax Muscle Groups:

- Feet: Curl your toes downward and tense the muscles in your feet. Hold for about 5-10 seconds, then slowly release and relax.
- Calves: Tighten your calf muscles by pointing your toes upward. Hold, then relax.
- Thighs: Contract your thigh muscles by pressing your knees together. Hold, then relax.
- Abdomen: Pull in your stomach muscles. Hold, then relax.
- Hands: Clench your fists tightly. Hold, then release.
- Arms: Bend your elbows and tense your biceps. Hold, then relax.
- Shoulders: Raise your shoulders up towards your ears. Hold, then lower and relax.
- Neck and Jaw: Press your head back gently and clench your jaw. Hold, then relax.
- Face: Scrunch your facial muscles, including your forehead, eyes, and mouth. Hold, then relax.

### 4. Focus on the Relaxation:

- As you release the tension, concentrate on the sensation of relaxation and warmth spreading through the muscle group. This focus helps redirect your attention from overactive thoughts to the physical experience of calming your body.

### 5. Repeat as Needed:

- You can repeat the process with different muscle groups if you need additional relaxation or if you're practicing this technique for longer periods.

# pmr exercise log

Week:

Month:

Year:

Mon      Tue      Wed      Thu      Fri      Sat      Sun

<p><b>NECK &amp; JAW:</b> Gently press your head back and clench your jaw, hold the tension, then relax and feel the relaxation.</p>							
<p><b>SHOULDERS:</b> Raise your shoulders towards your ears, hold, then lower and relax, noticing the release of tension.</p>							
<p><b>ARMS:</b> Bend your elbows to tense your biceps, hold for 5-10 seconds, then relax and pay attention to the difference in sensation.</p>							
<p><b>HANDS:</b> Clench your fists tightly, hold the tension, then slowly release and observe the sensation once tension is gone.</p>							
<p><b>ABDOMEN:</b> Pull in your stomach muscles, hold for a few seconds, then release and feel the muscles soften.</p>							
<p><b>THIGHS:</b> Press your knees together to tighten your thigh muscles, hold, then release, focusing on the spreading relaxation.</p>							
<p><b>CALVES:</b> Tighten your calf muscles by pointing your toes upward, hold the tension, then relax and notice the difference.</p>							
<p><b>FEET:</b> Curl your toes downward to tense the muscles, hold for 5-10 seconds, then slowly release and feel the relaxation.</p>							

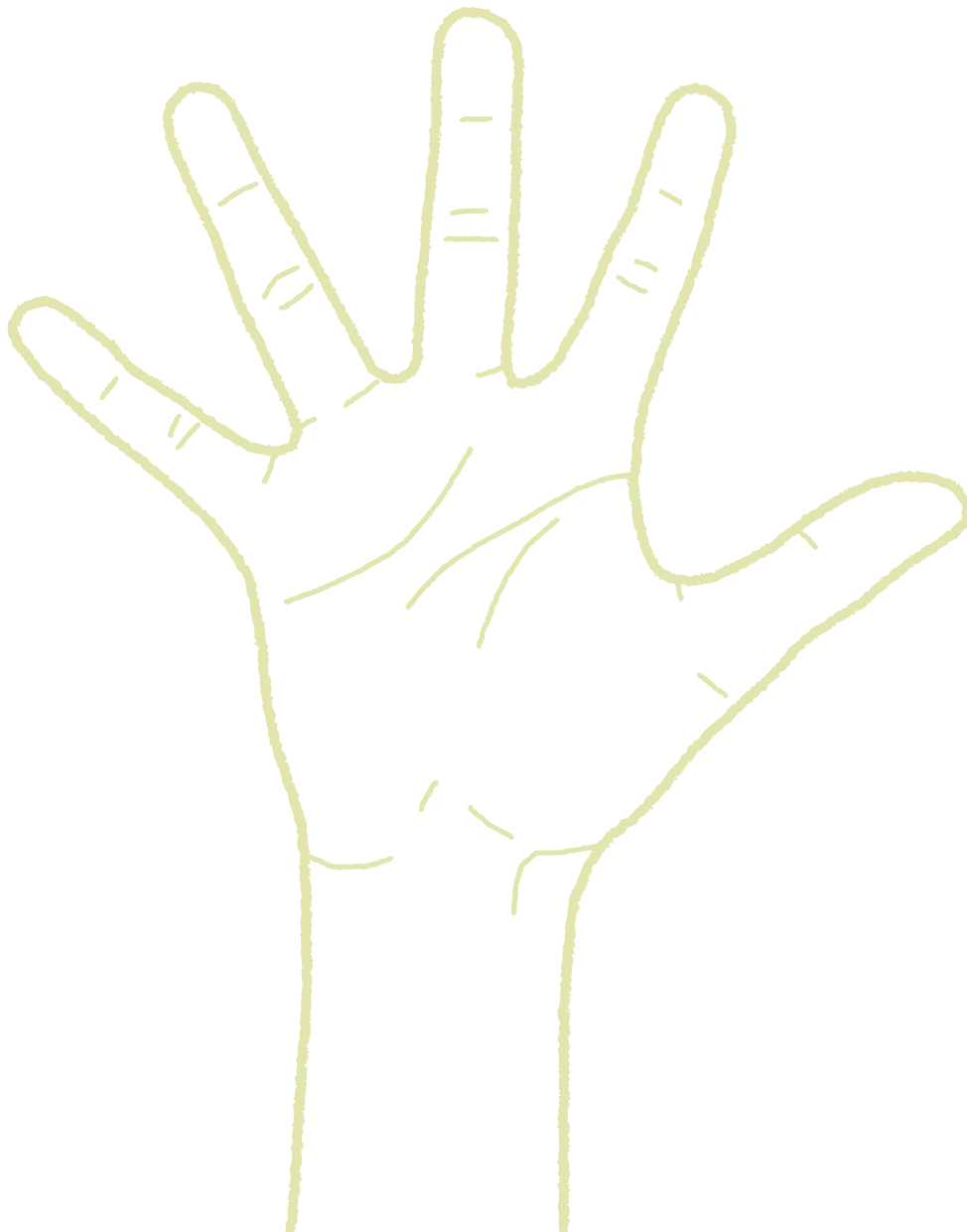


# gratitude tool

Date:    /    /

Gratitude shifts your focus from what's lacking or causing stress to what you appreciate in your life. Regularly practicing gratitude can improve your mood, increase resilience, and help you feel more grounded and positive.

Think of five things you're truly thankful for in your life and write them down, one for each finger on the hand below.



# coping strategies

Week:  
Month:  
Year:

Coping strategies are techniques you can use to handle stress in a healthy way. By having a list of strategies, you can choose the best ways to respond when you feel stressed or overwhelmed.

## Explore Healthy Strategies

- Relaxation: Practice deep breathing exercises.
- Physical Activity: Go for a walk or do some stretching.
- Social Support: Talk to a friend or family member about your feelings.
- Creative Expression: Draw, write, or engage in a hobby you enjoy.
- Mindfulness: Practice meditation or yoga to calm your mind.

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# goal setting exercise

Date:    /    /

Setting goals provides your mind with a clear direction. By focusing on what you aim to achieve, you can minimize overthinking and direct your energy toward what truly matters to you.

Tips for Success:

- Break It Down: If your goal feels overwhelming, break it into smaller, manageable tasks.
- Stay Flexible: Be open to adjusting your goal as needed, but keep your overall vision in mind.
- Celebrate Progress: Acknowledge and celebrate each step forward, no matter how small.

Short-Term Goals ( Achievable within days to months, focusing on immediate actions or outcomes.)

Four horizontal rounded rectangular boxes for writing short-term goals, each with a teal circle on the left side.

Medium-Term Goals ( Spanning months to a few years, aiming for significant progress or milestones.)

Four horizontal rounded rectangular boxes for writing medium-term goals, each with a teal circle on the left side.

Long-Term Goals ( Ambitions over several years or more, requiring sustained effort and planning for major achievements or life changes.)

Four horizontal rounded rectangular boxes for writing long-term goals, each with a teal circle on the left side.

# weekly planner

Week:  
Month:  
Year:

Mon	
Tue	
Wed	
Thu	
Fri	
Sat	
Sun	

Ideas & Inspiration

### Weekly Goals

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- 
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### To-do-list

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### Notes

### Things I'm thankful for today

# monthly planner

Month:  
Year:

Small things I can do each day to help manage overthinking, develop positive habits, and promote mental clarity.

Sun	Mon	Tue	Wed	Thu	Fri	Sat

# final reflection

Date:    /    /

How have your relationships, daily routines, or overall well-being improved as a result of managing overthinking?

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What long-term goals or practices will you implement to maintain a balanced mindset and continue managing overthinking in the future?

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# my notes

Date:    /    /

A series of horizontal dotted lines for writing notes.