

Breaking the Cycle of Overthinking

Overthinking can feel like an endless loop - constantly replaying past mistakes, second-guessing decisions, and worrying about things beyond your control. If you find yourself stuck in this pattern, know that you're not alone, and more importantly, you have the power to change it.

This worksheet is designed to help you break free from the cycle of overthinking by guiding you through practical exercises that will bring clarity, awareness, and actionable steps to quiet your mind. You'll explore what triggers your overthinking, how to reframe thoughts, and strategies to regain control, so you can move forward with confidence and peace of mind.

By working through these exercises, you'll begin to shift from overthinking to action - learning to trust yourself, embrace progress over perfection, and develop a mindset that supports your growth.

Let's begin this journey to a calmer, clearer mind.

If you're ready for deeper support in unlocking your full potential, I'd love to help - get in touch to start your journey.

with love
Jessica



Identify the Overthinking Cycle

Write down the situation or problem you're overthinking:

What is the specific situation you're overthinking?

Example: I'm overthinking a presentation for work.

What thoughts are on repeat in your mind?

Example: "What if I mess up?" "What if my ideas aren't good enough?"

What emotions arise when you overthink?

Example: Anxious, frustrated, self-doubt.



Challenge Your Thoughts

Write down three thoughts that are feeding your overthinking and challenge them:

1. Overthinking Thought: What if I mess up the presentation?
 - Challenge: Mistakes happen, but I've practiced and know my material.
 - Reframe: Even if I make a mistake, I can recover and still do well.
2. Overthinking Thought: What if my ideas aren't good enough?
 - Challenge: I've done my research and prepared carefully. My ideas are valid.
 - Reframe: My ideas might even spark new perspectives or solutions.
3. Overthinking Thought: People will think I'm not competent.
 - Challenge: There's no evidence to support this thought. People have valued my input before.
 - Reframe: I am skilled and capable, and I can trust myself to deliver.

Shift Your Focus

Overthinking thrives on focusing on what you can't control. Shift your attention to what you can do.

What part of this situation can you take action on right now?

Example: I can practice my presentation one more time and review my key points.

What outcome are you most afraid of? How could you handle it if it happened?

Example: If I stumble, I'll pause, take a deep breath, and continue. It's okay to recover.

Use Grounding Techniques to Interrupt Overthinking

When overthinking starts, use one of these techniques to bring yourself back to the present:

- 5-4-3-2-1 Method:
 - Name 5 things you can see.
 - Name 4 things you can touch.
 - Name 3 things you can hear.
 - Name 2 things you can smell.
 - Name 1 thing you can taste.
- Breathing Exercise:
 - Inhale for 4 counts, hold for 4 counts, exhale for 4 counts. Repeat until you feel calm.



Take Small, Intentional Action

Overthinking can paralyse you, but action - even small steps - breaks the cycle.

What is one small step you can take right now to move forward?

Example: I'll schedule 30 minutes to focus on the first draft of my presentation.

When will you take this step?

Example: Today at 2 p.m.

Practice Self-Compassion

Overthinking often comes with self-criticism. Replace judgment with kindness.

What would you say to a friend in this situation? Write it as if you're speaking to yourself.

Example: You've done your best to prepare, and that's all anyone can ask.

Mistakes are normal, and you'll learn from this no matter what.

What's one thing you're proud of today, even if it's small?

Example: I showed up for myself and kept moving forward.



“Self-compassion is a more effective motivator than self criticism because its driving force is love, not fear.”

~ Kristin Neff

Ready to take the next step?



[Book a free
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