Thought check

Pull one thought apart: what you know, what you are guessing, what you predict.

The thought

What I know for sure

What I'm guessing

What I'm predicting

Other explanations (at least two)

What I'd tell a friend

My next step: ☐ **do one thing** ☐ **wait and see** ☐ **let it go**

In one line

Worry tree

One worry per sheet. Follow the arrows.

My worry

Is it about something happening now?

No -> a "what if": set it down

- ☐ Park it for my worry time at ____ : ____
- ☐ Let it go now. I'll put my attention on:

Yes -> can I do something about it?

Yes -> make a plan

What I will do

How

When (day and time)

No -> accept it for now

I'll bring my attention back to

Decatastrophizing

One worry per sheet. Write the worst case in full; then the rest.

What I'm worried will happen

The worst that could happen

The best that could happen

What is most likely to happen

If the worst did happen, how would I cope? Who could help?

One thing I can do today

Worry time list

Park worries here during the day. At worry time, go through them, then start a fresh sheet tomorrow.

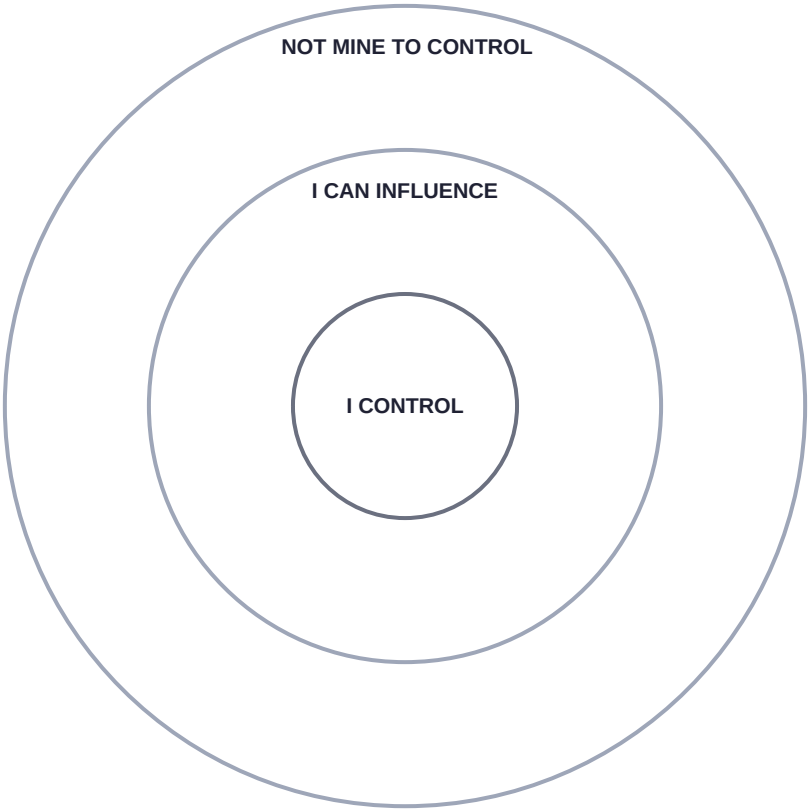
My worry time: every day at ____ : ____ for ____ minutes

Worry	Time	Still a worry?
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no
		yes / no

Circle of control

Write each thing on your mind in the ring where it belongs.

What's weighing on me



One step I'll take

Conversation replay

For a conversation that keeps playing in your head.

What was actually said or done (only what a camera would record)

The moment that keeps replaying

What I'm afraid they think (a guess)

The same scene told by a fly on the wall: only what they would have seen

What I remember about what the others said

Closing it: ☐ nothing to fix ☐ one thing for next time ☐ one small repair

Text check

For a message you keep rereading, or a reply that hasn't come.

What the message says, word for word (or "no reply yet")

What I'm reading into it

Other readings that fit the same words (at least two)

The gap: how long, and what I'm telling myself it means

What I'd tell a friend who showed me this message

What I actually need now

Closing it: ☐ reply once ☐ wait until ____ : ____ ☐ ask one direct question

Mistake check

For a mistake your mind keeps going back to, at work or anywhere else.

The mistake, in one plain sentence

What it has actually changed so far

Who it affects, and how much (a lot / a little / not at all)

How I'd see it if a colleague I respect had made it

Closing it: ☐ **no repair needed** ☐ **one repair step, by** _____ ☐ **one check to add to how I work**

Night brain dump

Keep this by the bed. Write everything, then sort it.

Everything on my mind, one per line

Tomorrow (when, where, first step)

Parked for worry time

Just thoughts: no action

Decision card

Score each option 1 (poor) to 5 (great) on what matters, then decide by your date.

The decision

What matters (and how much: 1-3)	Option A	Option B	Option C

Good enough means

I'll decide by: _____ I'm choosing: _____

Thought record

One upsetting moment per sheet. Rate each feeling from 0 (not at all) to 100 (as strong as it gets).

Situation: when, where, who, what happened

Feelings and how strong (0-100)

Automatic thought

Evidence for

Evidence against

Balanced thought

Feelings afterwards (0-100)

Pros and cons template

Write the change at the top and fill the four boxes. Write one, two or three dots after each line for how much it weighs.

The change I'm weighing

Good things about changing

Downsides of changing

Good things about keeping it as it is

Downsides of keeping it as it is

I'll decide by

Cognitive distortions: spot the trap

Write down one thought that keeps coming back and tick the traps it might hold. One thought can hold two or three; ticking none is fine too.

The thought, in the words your mind uses

Which traps might it contain? Tick any that fit.

☐ **Catastrophizing** ☐ **Mind reading** ☐ **Fortune telling** ☐ **All-or-nothing thinking**
☐ **Overgeneralization** ☐ **Mental filter** ☐ **Discounting the positive** ☐ **Should statements**
☐ **Labeling** ☐ **Emotional reasoning** ☐ **Personalization**

A more balanced version (not a positive spin: what you would say if you stuck to what you know)