

Track Your Worries

Do not let worries hijack your mind, track and manage them.




Heavy workload, tight deadlines, conflicts with colleagues are some of the many situations at the workplace that can make us worry. In module four, we looked at how to manage worry. This worksheet will help you understand the nature of thoughts that trigger worry or anxiety, and effective ways to challenge and overcome these thoughts.

This worksheet is a part of Module 4 of the Anxiety Programme.

 15 minutes

 Print page 4 to 6 of this worksheet

 Have a question? Send a mail to help@mindn.ai

 The information on this worksheet is not intended or implied to be a substitute for professional medical advice, diagnosis, or treatment.



Worry is a natural human response to uncertainty and stress. Worrying is not a pleasant experience. Yet, many people constantly worry about things they cannot control. This is because people believe that worrying helps them prepare for a negative outcome. However, many studies that have reported that worry only makes things worse and has few benefits.

Components of Worry	What they include
The What-If syndrome	Worrying often starts as a “What if...” question. Like “What if I forget what to say during the presentation?” Or, “What if the boss thinks my idea is stupid?”
Predictions about the future	Worrying is a type of repetitive negative thinking, where we get stuck, caught, or trapped in negative thoughts about future bad things that may never happen.
Catastrophising	Worst-case-scenario thinking takes us down the rabbit hole of everything going wrong and nothing working out, fuelling anxiety and overthinking.

HOW WILL THIS WORKSHEET HELP ME?

- Challenge worry-inducing thoughts
- Become better equipped to handle anxiety

INSTRUCTIONS

-  01 This worksheet can help you understand your worry and the thoughts that underlie the worry. The statements or questions in the worksheet will help you introspect your worry-inducing thoughts. Answer the questions honestly and accurately.
-  02 Refer to the filled example to understand how to fill the worksheet. The blank spaces provided after the filled example are for you to work on.

 **SAMPLE WORKSHEET****Identify your worry:**

Situation: I am falling behind my targets and worried this could cost me my job.

Rate your worry on a scale of 1 to 10 (10 indicating extreme worry)

1 2 3 4 5 6 7 8 9 10

Q. What has triggered this worry?

My failure to meet my sales targets.

Analysis of the worry:

01. Is the worry realistic?

Yes. It is.

02. Is there any evidence to support the worry?

Yes, there is. I have only achieved 75% of my target for the year.

03. How likely is the worry to happen?

I'm unsure if I will lose my job, given that I have always met my targets.

04. What is the worst that could happen?

I will lose my job and face financial difficulties.

05. How would you cope with it if it came true?

I will cut down all unnecessary expenses like eating out regularly.

I will continue my upskilling efforts.

I will connect with people to see if there are jobs that I could apply to.

I may have to borrow some money from my parents.

Look at your analysis of the abovementioned worry and write down a solution to your worry.

It is not a certainty that I will lose the job: it's just a worry right now. It might happen, or it might not. But if it does happen, I can cope with the situation. I have been a consistent performer, and many companies will happily offer me a job.

TO BE FILLED

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Situation:

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Q. What has triggered this worry?

Analysis of the worry:

Q. Is the worry realistic?

Q. Is there any evidence to support the worry?

Q. How likely is the worry to happen?

Q. What is the worst that could happen?

Q. How would you cope with it if it came true?

***Look at your analysis of the abovementioned worry and write down a solution to your worry.**

NOTE

- You can use this worksheet as and when you experience situations that make you to worry.
- However, regular practise will help you manage your worries more naturally and effectively.



Applying this exercise to work:

Rumination	Productive Thinking
I am worried that I will not be able to finish this assignment on time.	If I plan and organise myself, I am sure I'll complete this assignment on time.
If I do not do this perfectly, then I am no good at all.	We all make mistakes occasionally, but we can always learn to do a better job.
Do I have the skills needed for this job?	I have been offered this job. This indicates that I certainly have the skills that this company is looking for.
Why am I always failing?	I have failed at times. But there are many instances where I have done well.
Why doesn't anyone try to understand my point of view?	I should explain myself well and try to help the other person understand my point of view.
What if I fall sick?	I can modify my lifestyle and lead a healthy life.



RELATED WORKSHEETS

01

Track Your
Breath Rate

Anxiety, Module 2

02

Thought
Monitor

Anxiety, Module 3

03

Dealing With
Triggers Of Anxiety

Anxiety, Module 7