

WORKBOOK

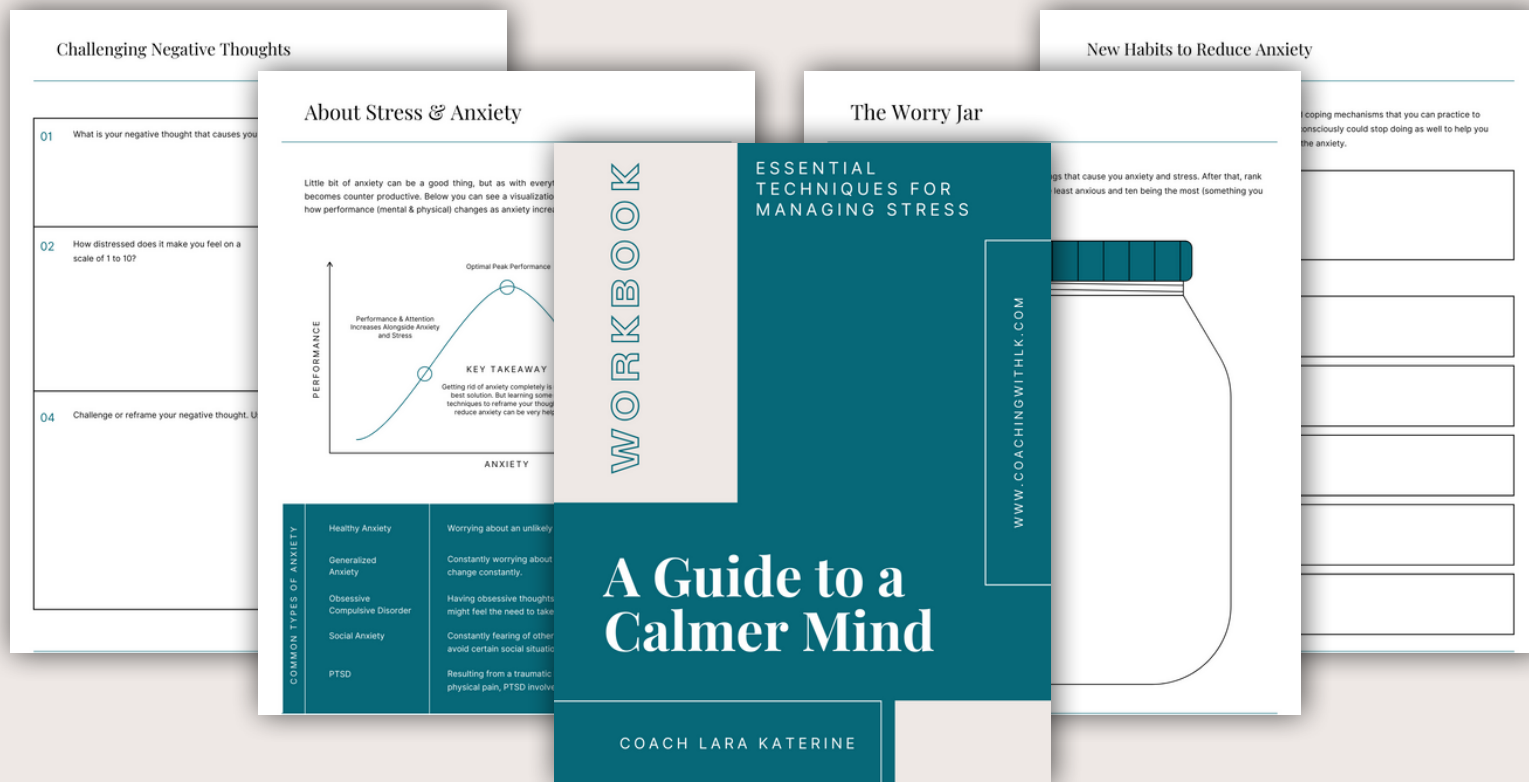
ESSENTIAL
TECHNIQUES FOR
MANAGING STRESS

WWW.COACHINGWITHLK.COM

A Guide to a Calmer Mind

COACH LARA KATERINE

Welcome to *the*



This **workbook** serves as your practical guide for understanding and managing the daily stresses that come your way.

If you're feeling overwhelmed by the pace of your days, suffocated by the weight of your to-do list, or just perpetually on edge, know that **you're not alone** — and more importantly, **you're in the right place.**

Stress and anxiety are prevalent in our modern society, but they don't have to dominate your daily life. Explore the **practical strategies and insights** in this guide to regain control and maintain lasting peace despite daily chaos.

But this guide is just the beginning.

As a life coach, I've witnessed the **profound transformation** that personalized support and structured guidance can bring. **Life coaching** goes beyond what any guide can do on its own.

“
*Life coaching
is the gateway
to your full
potential!*

COACH LARA KATERINE



Hello, I'm **Lara Katherine**, focused on empowering you to build strong self-image, resilient mindset, and live authentically in balance with your values for a fulfilling life.

Transformative Life Coaching: Beyond the Guide

- ✓ Personalized Pathways to Success
- ✓ Accountability that Drives Results
- ✓ Deep-Dive Discovery Processes
- ✓ Proven Strategies and Tools

Your journey to reclaiming happiness and success doesn't have to wait. It begins today...

BOOK NOW



Case Study

COACHING SESSIONS

4

CLIENT NAME

MARIIA DMITRIEVA

COACHING GOAL

OVERCOME STRESS

Here's what we did

What began as a quest to overcome stress and improve work life evolved into a transformative journey of self-discovery. Together, we delved into Mariia's values, strengths, worries, and fears, uncovering profound insights. Equipped with newfound clarity and self-awareness, Mariia now faces challenges with renewed confidence and perspective.



STRESS AUDIT



VALUES REASSESSMENT



SKILL DEVELOPMENT



PROFESSIONAL ROADMAP

The Result

+60%

CLARITY AND
PURPOSE

+50%

SELF-
CONFIDENCE

+55%

FULFILLMENT AND
HAPPINESS

"I would highly recommend Lara if you need clarity, guidance, "kick in the bum" support, or structure in your life as you are reaching for your goals!"

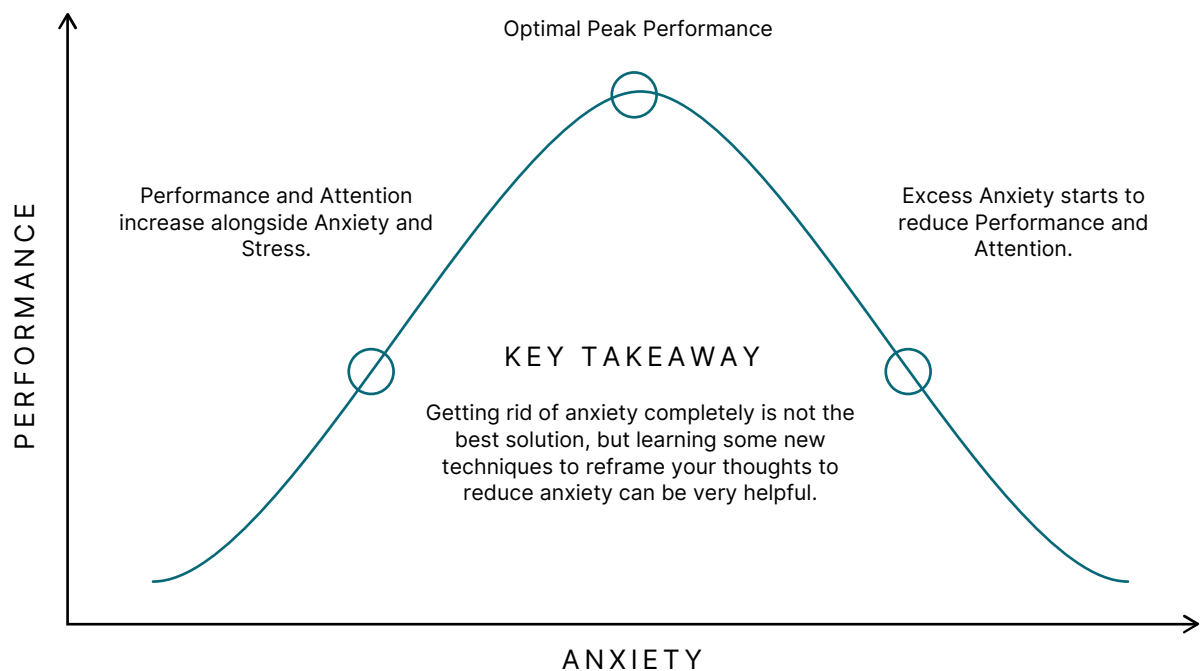


Mariia Dmitrieva



About Stress & Anxiety

Stress and anxiety are common experiences encountered in daily life, with stress being temporary and triggered by external pressures, while anxiety is persistent and future-focused. Excessive stress can lead to anxiety, impacting mental and physical well-being. The "Yerkes-Dodson Law" illustrates how performance changes with increasing anxiety levels.



COMMON TYPES OF ANXIETY	Generalized Anxiety Disorder (GAD)	Excessive worry about various aspects of life, often without a specific trigger.
	Panic Disorder	Recurrent, unexpected panic attacks characterized by intense fear and physical symptoms.
	Social Anxiety Disorder (SAD)	Fear of social situations and performance situations, leading to avoidance behavior.
	Separation Anxiety Disorder	Excessive fear or anxiety about separation from attachment figures.
	Obsessive-Compulsive Disorder (OCD)	Intrusive thoughts and repetitive behaviors performed to alleviate anxiety.
	Agoraphobia	Fear and avoidance of situations or places that may cause panic, embarrassment, or feelings of being trapped.

Anxiety & Stress Hierarchy

Complete this worksheet by detailing the situations, thoughts, individuals, etc., that trigger your anxiety and stress the most. Rate each item on a scale from 1 to 10, with 10 indicating the highest level of anxiety or stress.

Event/Situation	On a scale of 1 to 10, how much stress or anxiety does this situation cause you?

Anxiety Breakdown

01 What events or situations frequently trigger your anxiety?

02 What negative thoughts or emotions arise in anxiety-inducing situations?

03 What physical sensations accompany your anxiety?

04 How do you typically respond to these situations?

05 What are the advantages and disadvantages of your typical reactions to anxiety?

Anxiety Assessment

01 List at least three ways anxiety has affected your life.

02 How would your life be different if you felt less anxious? What would you do differently?

03 What will happen in the long term (3 months, 1 year, 10+ years) if you do not address your anxiety right now?

04 What steps have you taken to overcome your anxiety? How did it go and why?

Types of Cognitive Distortions



Overgeneralization

Drawing broad conclusions based on limited evidence or a single incident. Example: "My last relationship ended badly, so I'll never find love again."



Mental Filtering

Focusing exclusively on the negative aspects of a situation while ignoring or discounting the positive aspects. Example: "I received positive feedback on my performance review, but I can't stop thinking about the one area my boss criticized."



Blaming

Holding others responsible for your own negative experiences or emotions, without considering your own role or the broader context. Example: "I failed the test because my teacher didn't explain the material well enough; it's not my fault."



Jumping to Conclusions

Assuming you know what others are thinking or predicting negative outcomes without evidence. Example: "She hasn't replied to my text yet; she must be angry with me."



Emotional Reasoning

Believing that because you feel a certain way, it must be true. Example: "I feel stupid, so I must be stupid."



All-or-Nothing Thinking

Seeing situations in extreme terms with no middle ground. Example: "If I don't get an A on this test, I'm a complete failure."



Minimizing/Maximizing

Exaggerating the significance of problems or viewing them as much worse than they actually are. Example: "If I fail this exam, my life is ruined."



Personalization

Taking responsibility for events that are outside of your control or attributing external events to yourself. Example: "My parents are arguing; it's because I'm a terrible daughter and always cause problems."



Labeling

Applying negative labels to yourself or others based on behavior, rather than acknowledging the complexity of the situation. Example: "I made a mistake on this report; I'm such an idiot."



Should Statements

Holding rigid beliefs about how things should or shouldn't be, leading to feelings of guilt or frustration. Example: "I should always put others first; if I don't, I'm a bad person."

Monitoring Anxiety

Event/Trigger	Thoughts & Feelings	Your Response	Reframing Situation
<p>Example: Tuesday at 3:00 PM - Scheduled to give a 15-minute talk to colleagues.</p>	<p>Feeling incompetent, worried about their judgment.</p>	<p>Decide to ask for more preparation time from the boss.</p>	<p>Realize colleagues might be more focused on their own presentations. Conclude that making a mistake isn't as significant as initially perceived.</p>
<p>When did you last experience anxiety and what triggered it?</p>	<p>What specific anxious thoughts and feelings did you observe? How intense on a scale of 1 to 10?</p>	<p>What did you do as a result?</p>	<p>In similar situations in the future, consider reacting differently. Reflect on whether your initial response was justified.</p>

Monitoring Anxiety

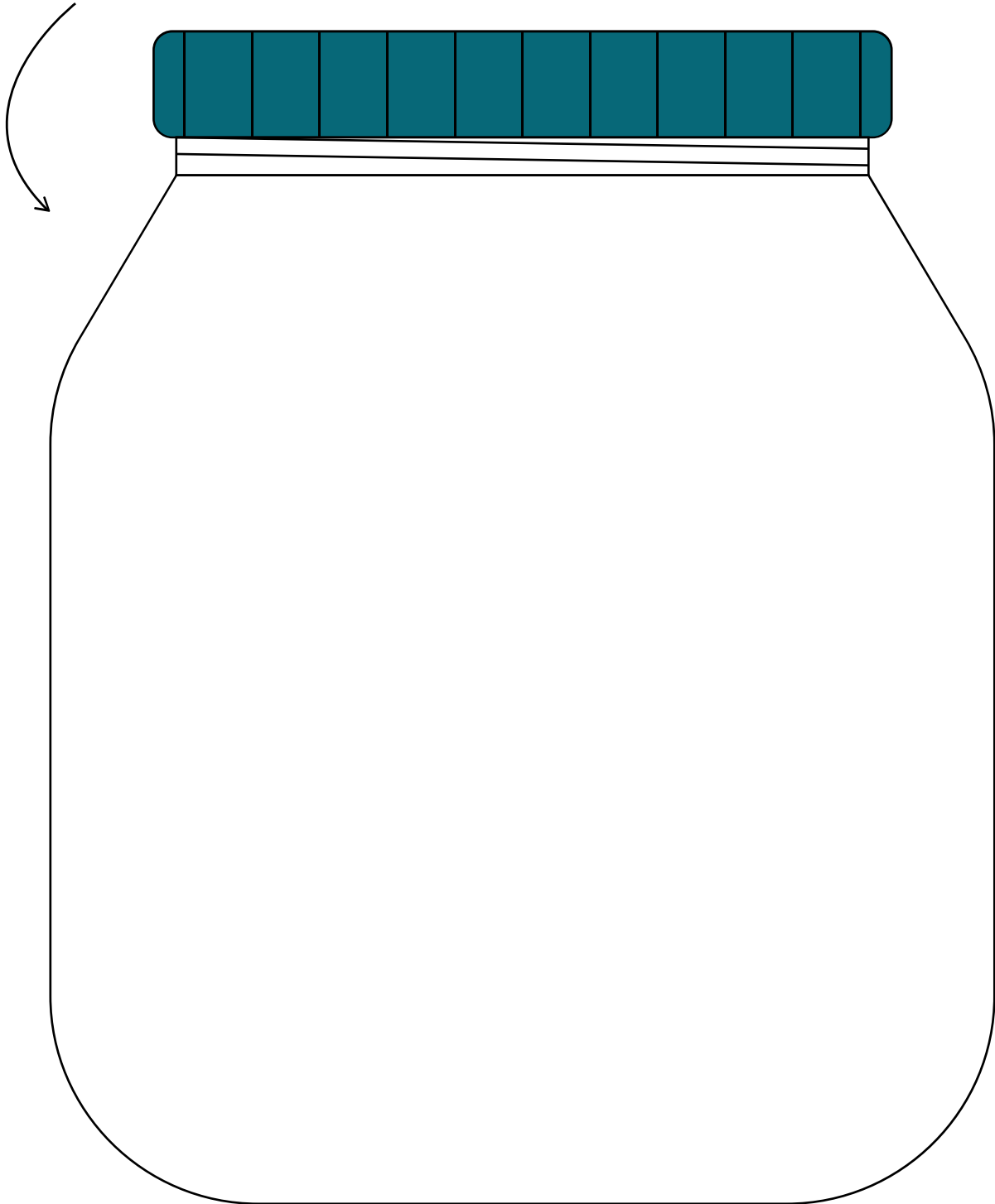
Trigger	Your Inner Dialogue	Your Emotions & Sensations	Your Response
When did you last experience anxiety and what triggered it?	What specific anxious thoughts and feelings did you observe? How intense on a scale of 1 to 10?	What did you do as a result?	In similar situations in the future, consider reacting differently. Reflect on whether your initial response was justified.

My Thought Log

Event/Situation	Thoughts & Feelings	My Response	How could I have reacted differently?

The Worry Jar

Write down all the worries you have and all the things that cause you anxiety and stress. After that, rank your causes for anxiety from 1 to 10. One being the least anxious and ten being the most (something you would try to avoid almost every time).



Worry Exploration

01 What are you worried about?

02 Why do you believe this is a cause for concern? What makes you think it might happen?

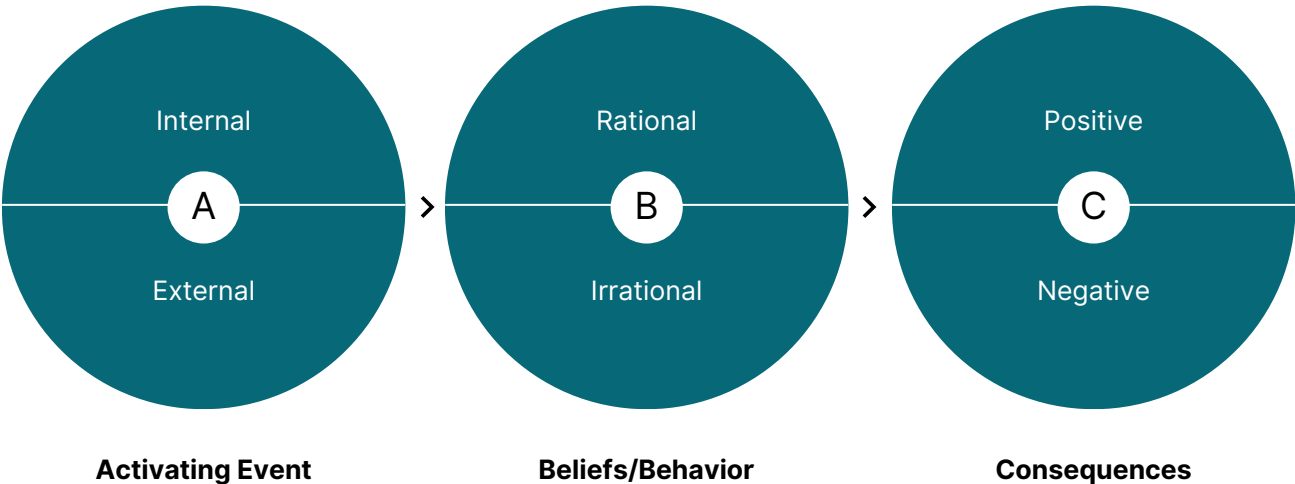
03 What's the worst-case scenario if your concern becomes reality?

04 Is there a different or more probable outcome if your concern were to materialize?

05 How significant will this concern be in the long run? Will it matter in a month, a year, or even ten years from now?

ABC Model Explained

Albert Ellis devised the ABC Model to aid individuals in recognizing the sequence of negative triggers, their subsequent beliefs, and the resulting consequences. Once the ABC pattern of a trigger is identified, the focus shifts to modifying the beliefs or behaviors that influence the outcomes. To address anxiety effectively, one must identify the triggering event, analyze the associated beliefs or behaviors, and understand the resulting consequences.



EXAMPLE:

Activating Event	Beliefs/Behavior	Consequences
I received a wedding invitation from an old friend.	I worry that I won't know anyone else at the wedding and will feel awkward. I consider declining the invitation to avoid the discomfort.	Negative: I miss out on reconnecting with old friends and experiencing the joy of the celebration. Positive: Avoided potential discomfort and social anxiety.

ABC Model

Part 01

Activating Event	Beliefs/Behavior	Consequences
<div>Provide context for the situation.</div>	<div>Describe your actions and assess their rationality.</div>	<div>Reflect on the positive and the negative aspects of what happened.</div>

ABC Model

Part 02

On this worksheet, use the negative beliefs and behaviours you identified on the previous worksheet and try to come up with alternative courses of action or alternative reframes for your current beliefs that would lead to more desired outcomes.

Current Beliefs/Negative Behaviors	Better Alternatives
<p>Example: I'm not a good public speaker. I get really nervous when I have to talk in public.</p> <p>Is this behaviour/belief rational? What does it help me achieve?</p>	<p>Example: Example: While I may feel nervous about public speaking now, I recognize that it's a skill I can improve with practice. Each opportunity to speak in public is a chance for growth and development.</p> <p>What would be an alternative belief or action that would lead to a more desired outcome?</p>

Prompts to Challenge Negative Thoughts

01
What would a good friend say about this thought?

02
Am I 100% certain this will happen?

03
What's the worst that can happen?

04
How important is this in 30 years?

06
Is this thought helping me or making things worse?

05
Is this a catastrophe or just a hassle?

07
Am I overestimating the dangers?

08
What would I recommend a friend with a similar problem?

09
Is this thought subject to some cognitive distortions?

10
What are 3 positive things about this?

11
Am I certain this is even true? How do I know this?

12
What facts support this and what contradict it?

Challenging Negative Thoughts

01 What is your negative thought that causes you stress/anxiety?

02 How distressed does it make you feel on a scale of 1 to 10?

03 Which cognitive distortion applies to this thought?

04 Challenge or reframe your negative thought. Use the prompts provided in the previous worksheet.

Alternative Perspectives

This worksheet is designed to give you alternative perspectives for the current things that bother you. This will help you reframe your issues in a more productive way.

01 What situation caused you anxiety or stress?

02 What did you think and feel? What was your thought process like?

03 What more positive ways would there be to look at this? What would a really good friend say about this? What good outcomes might come from this situation? What can you learn from this?

Behavioral Experiment

To challenge and overcome our current limiting beliefs, it's crucial to conduct experiments with alternative assumptions and evaluate the results. Sometimes, beliefs that appear certain initially are proven false upon closer examination. Use this worksheet to articulate your beliefs or assumptions, then design and execute experiments to either validate or refute them. Through this process, you'll be prompted to question your original belief and develop a more constructive perspective.

Initial Beliefs	Experiment	What I Learned?
<div>Example: I'm not photogenic, and I always feel awkward and unattractive in photos. (90% Sure)</div> <div>What is your current belief? How sure are that it's true (1 to 10)?</div>	<div>Example: To challenge this belief, I decided to take a series of selfies using different poses, angles, and lighting settings. I also enlisted a friend to take candid photos of me during a casual outing.</div> <div>What can you do to check the validity of this belief?</div>	<div>Example: After reviewing the selfies and candid photos, I noticed some turned out well and I felt less awkward than expected. Despite initial apprehension, experimenting with poses and expressions boosted my confidence. This experience challenged my belief about not being photogenic, suggesting practice and experimentation can enhance confidence in photos.</div> <div>What did you learn from running this experiment?</div>

Behavioral Experiment

Initial Beliefs	Experiment	What I Learned?
<p>What is your current belief? How sure are that it's true (1 to 10)?</p>	<p>What can you do to check the validity of this belief?</p>	<p>What did you learn from running this experiment?</p>

Healthy vs. Unhealthy Coping

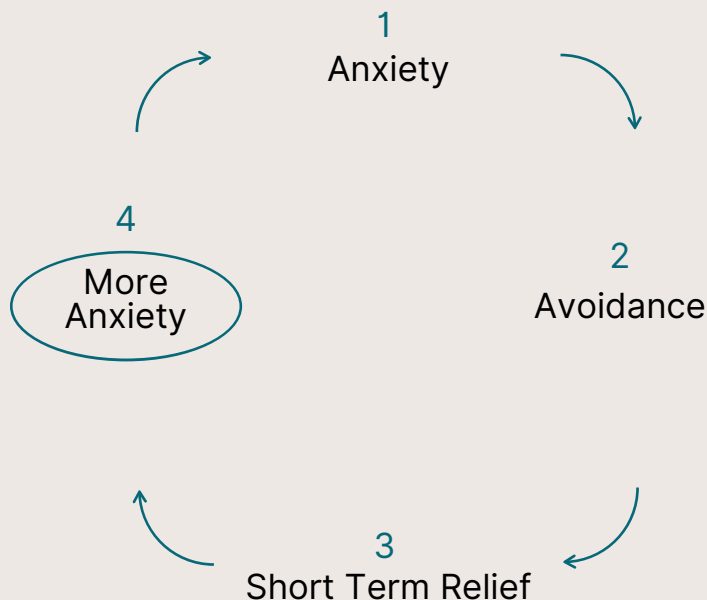
Coping mechanisms are actions taken to alleviate stress and anxiety, which can occur consciously or subconsciously. It's crucial to differentiate between healthy and unhealthy coping strategies as they significantly influence our quality of life and relationships. Healthy strategies effectively reduce stress and anxiety without causing long-term harm, whereas negative strategies result in adverse effects. Below are examples to illustrate this distinction:

Unhealthy Coping Strategies	Healthy Coping Strategies
<div><div>⊗</div> Explosive Reaction</div> <div><div>⊗</div> Procrastination</div> <div><div>⊗</div> Self Harm</div> <div><div>⊗</div> Drug/Alcohol Use</div> <div><div>⊗</div> Social Withdrawal</div> <div><div>⊗</div> Overeating</div> <div><div>⊗</div> Sleeping too much/too little</div>	<div><div>✓</div> Exercising</div> <div><div>✓</div> Seeking Help</div> <div><div>✓</div> Talking About Your Problems</div> <div><div>✓</div> Problem Solving Techniques</div> <div><div>✓</div> Eating Healthy</div> <div><div>✓</div> Relaxation Techniques</div> <div><div>✓</div> Taking Time for Yourself</div>

What coping strategies do you usually use?

The Cycle Of Anxiety

Anxiety frequently results in avoidance, which is a primary coping mechanism. Why engage in something that triggers negative feelings? This worksheet aims to assist you in recognizing how anxiety-inducing situations drive you towards avoidance and worsen matters in the long run.



1. Anxiety

A situation arises that causes you anxiety - racing heart, sweating, and worrying.

2. Avoidance

You try to avoid the anxiety-inducing situation altogether. For instance, you might make excuses to avoid giving a speech you were scheduled for, or you might postpone the challenging event to a later time.

3. Short Term Relief

You experience temporary relief from anxiety, with both physical and mental symptoms easing up momentarily.

4. More Anxiety

You discover that avoiding anxiety-inducing situations initially reduces anxiety. However, this pattern leads to increased anxiety and a greater inclination to avoid or delay similar situations in the future.

Use the next worksheet to identify your main safety behaviors to avoid anxiety >

My Safety Behaviors

Use this worksheet to identify some common safety behaviours you do when you feel anxious. Note that the safety behaviour can be productive or counter-productive depending on if it helps you confront the anxiety-inducing situation and whether it has any long-term negative effects.

Situation That is Triggering the Anxiety	How Do I Usually Cope with This? What Actions Do I Take?
01	
02	
03	

Sample Safety Behaviors

Leaving a Situation

Distraction - Watching TV, Going for a smoke, Video Games etc

Looking for External Reassurance/Validation

My Coping Strategies

What's the worry or anxiety about?	What are my coping strategies?	What are the consequences of this strategy?

My Coping Strategies

My Current Unhealthy Coping Strategy	>	A Healthier Coping Strategy I can Replace it with

My Current Unhealthy Coping Strategy	>	A Healthier Coping Strategy I can Replace it with

My Current Unhealthy Coping Strategy	>	A Healthier Coping Strategy I can Replace it with

New Habits to Reduce Anxiety

Use this worksheet to come up with new habits and coping mechanisms that you can practice to reduce your anxiety. Also write down the things you consciously could stop doing as well to help you alleviate some of the anxiety.

My desired goal or outcome:

To achieve this, I will need to:

Stop Doing/ Avoiding	
Do Less	
Keep Doing	
Start Doing	
Do More	

Relaxed Breathing Exercise

Deep breathing is an effective technique to break your body's automatic stress response - rapid shallow breathing, muscle tension and racing heart. This exercise helps you relieve these physiological symptoms fast and effectively. As the bodily sensations of anxiety ease, so does the actual stress and anxiety.

Instructions

To begin, sit in comfortable position. You can close your eyes or keep the open - whatever feels more natural to you. Then follow these simple instructions:

Inhale

01

First inhale slowly and deeply for around 4 seconds. Notice how your abdomen fills with air.

Hold

02

Pause and hold the air in your lungs for 4-5 seconds. Notice how it feels to hold your breath.

Exhale

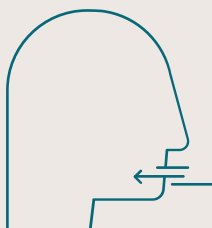
03

Exhale slowly for 4-6 seconds. Notice how the air exits your lungs and the bodily sensations that it is accompanied by.

Repeat

04

Repeat this exercise for 2 to 5 minutes. If you have time then the more you do it, the more effective it is.



Inhale
for 4 seconds



Hold
for 4-5 seconds



Exhale
for 4-6 seconds

Relaxed Breathing Tracker

Date & Time	Anxiety Before the Exercise (on a scale of 1 to 10)	Time Practiced Deep Breathing	Anxiety After the Exercise (on a scale of 1 to 10)

Activity Tracker

	Reading	Yoga	Mindfulness	Work Out	Walking	Work	Journal	Write	Family Time	Research
01										
02										
03										
04										
05										
06										
07										
08										
09										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
29										
30										
31										

Anxiety Journal

	Source of Anxiety or Stress	My Thoughts and Feelings	Coping Strategies Used
MON			
TUE			
WED			
THU			
FRI			
SAT			
SUN			

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Notes

EXCLUSIVE INVITATION

As a token of my commitment to your growth, I'm excited to extend an exclusive invitation for a free personalized feedback session after completing the workbook, offering tailored insights and strategies for personal growth and tranquility.

FREE

INVITATION CODE: CALM

BOOK NOW



Need more insight & support?

www.coachingwithlk.com

hello@coachingwithlk.com

[@coachingwithlk](https://www.instagram.com/coachingwithlk)

coachingwithlk@gmail.com