

the simple
**Thinking &
Mindfulness**
WORKBOOK

BY HENRIK EDBERG

Introduction

In this workbook you will use what you have learned in The Simple Thinking and Mindfulness module and implement the advice in your own life. This workbook will help you find clarity and focus. It will help you to make a plan and to take action consistently to achieve what you want.

Work on one thing at a time. I highly recommend starting with your biggest issue with thinking. That may for instance be pessimism or that you overcomplicate everything. If you don't know where to start I recommend starting with building a habit of being more present since there are so many benefits of doing so.

1. How can you become a more optimistic thinker?

In chapter # 2 of the Simple Thinking guide I explain how I have become a more optimistic and positive thinker.

How can you do the same?

Which one or a few of the tips in the chapter are things you can work on in your life?

Where are your weaknesses, do you for example focus too much on what you don't want? Or have you not shaped the input in your life? Or are you not very kind to yourself at times?

Think about this for a few minutes and write down one or two of the actions from this chapter that you are going to take to improve on your weak area (such as for example trimming your media and social input or asking yourself each day: what can I be grateful for in my life right now?).

2. Are you an overthinker or someone who overcomplicates life a lot?

Then what can you do about it? Look at chapter # 3 and find your own white board or a note to write down your own simplifying sentence that will remind you each day how to think about things. You can use my sentence “Keep things extremely simple” or use one like “Honestly, am I overcomplicating this?” or “What would X Do?” (X is someone who simplifies like Jason Bourne or your grandmother) or sentence you feel good about.

Write down you own sentence below and then transfer it to your white board, post-it notes in your home/work space etc.

4. How can you make your success guaranteed?

The process of achieving your goals and making progress can often be made easier and simpler. You can also find ways to make more sure that you will reach your goal. Ways

such as getting an accountability buddy and setting a public deadline (more suggestions can be found on in the last chapter of the Simple Productivity guide).

So ask yourself:

- What friends or family or people can you ask for support and help?
- How can you reshape your environment to make the change easier and to make the environment more supportive of you?
- What are the pitfalls in your environment such as people or media influences you should stay away from or minimize input from to make the change easier to accomplish and to not fall back into your old ways?
- What can you do to make it impossible to avoid doing the things you have to do for success?

Take a few minutes and write your answers below. It is important to be smart about this and spot the advantages you already have your life that you can use and to see how you can push yourself to stay on track even after the initial enthusiasm has decreased a bit.

5. What one way will you use to reconnect with the present moment?

Choose just one of the six ways to reconnect with the present moment from the chapter called Slow down into the present moment. Write it down below and on a reminder so that you can practise it every day and snap back into the now when you get lost in the past or future.

6. The short problem solving check-list.

Consider putting this part of the printout - or write down this short check-list - somewhere where you can easily see it so that you can go through it and use it to your benefit whenever you run into a problem:

1. **First, ask yourself: is there really a problem here?**
2. **Accept it.**
3. **Ask for help.**
4. **Break the problem down into smaller pieces.**

7. How can you stop worrying so much?

Have your printout of the book or your PDF copy of it close by at all times. Whenever you feel worried go back to the chapter on how to not worry so much from the book and see what suggestion would be most helpful for you in that situation.

Sometimes you may need to take action. Sometimes you may need to just accept that you cannot control everything in your life. Oftentimes it may be enough to remind yourself that 80-90 percent of what you fear will never come into reality.

8. What can you do to lessen fear and increase your self-confidence and self-esteem?

What fear – small or big – do you want to face to lessen your fear and increase your self-confidence?

What can you use to make it easier to face this fear?

A habit of being present? Curiosity? Perhaps sharing your fear with someone? Or just preparing better?

And think about how you can make your success guaranteed as I described in the Simple Productivity book and under # 4 in this workbook. How can you use for example social support or an accountability buddy to make sure you stay on course and face your fear a little at a time or full on?

And think about how you can make your success guaranteed when it comes to raising your self-esteem too. How can you use an accountability buddy or social support here to make sure that you for example stay on track with doing the things that you deep think are the right things to do? Think about it and use your own world to your advantage to make your behaviour more consistent and to raise your self-esteem.

8. How can you find more inner stillness and peace?

What is time to let go of?

Who can you forgive (this includes yourself too) to set yourself free of the past?

How can you find time for more solitude (use the strategies from Simple Productivity to find the time) and just being? And what would you like to do then? And at what place out in nature somewhere would you like to spend an hour this week?
