

# THE MENTAL CLEAR-OUT

*5 actionable steps to bring peace & order back to your overloaded brain*

## 1. DO A THOUGHT DOWNLOAD

On a separate paper, take 5-10 minutes to write down *every little thing* that's on your mind. Immediate to-do's, future to-do's, worries, people you need to check in on, questions you need to ask—everything you can think of. It doesn't have to be pretty; you just have to get it all out.

## 2. CIRCLE YOUR WORRIES

Take 2 minutes to read over the list and circle or highlight the things you're worrying about.

*"We have to recognize the danger of nagging, low-grade stress."  
Psychology Today*

## 3. ASK YOURSELF, WILL WORRYING CHANGE THIS?

There's a difference between awareness and worry. We want to be *aware* of our problems so we can address them when needed. But worry? Worry gives our minds something to do while getting us nowhere—and significantly adds to our cognitive load. Maybe today you'll find some worries you can let go of.

## 4. DO A MINI- MOUNTAIN MEDITATION

Next, take 1-5 minutes to sit, breathe, and visualize yourself as a mountain. This mindfulness exercise is perfect for an overloaded mind, because it connects you back to the stillness inside of you. Imagine that you are the mountain—grounded and stable no matter the wind, rain, and storms that pass over you. Picture it in detail, from your cliff faces to your pine trees to the sun that rises and sets daily on either side of you, while you stay in place, unmovable.

## 5. WRITE DOWN 3 THINGS YOU'RE GRATEFUL FOR

Studies have found that when you focus on what you're grateful for, it's harder to ruminate on the negatives in your life. After spilling all of your thoughts across a page and spending several minutes assessing your worries, gratitude is the perfect place to end *The Mental Unload*.