

In Your Hands and Out of Them

Splits a worry into the part you can act on and the part you cannot.

WHEN TO USE THIS

Use this when one situation is taking up most of your thinking.

What is the situation on your mind right now?

Sort the pieces of it into two columns.

IN MY HANDS

NOT IN MY HANDS

The right-hand column does not shrink by thinking about it harder. That is the whole point of writing it down.

Pick one thing from the left. What is the next step, and when will you take it?

You get to spend your effort where it can actually land.