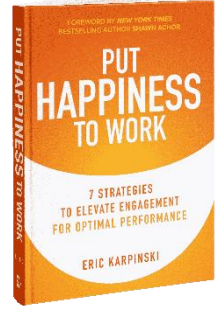


ASPIRe Worksheet

What in this moment is causing the stress?

Acknowledge

As soon as you notice your stress, call it out. Take a deep breath and simply tell yourself, "Wow, I am definitely feeling the stress right now." That will give you some space to step away from the immediacy of the stress, consider options and choose how you want to respond.



Shift Mindset

1. Welcome the stress. Study after study has shown that how you view your stress determines how it affects you. It is your body getting ready to move toward your goals.
2. Ask: How can the extra energy and focus help me? Trying to fight or reduce the stress moves you away from what you want, use that energy instead to push forward on offense, not defense.
3. Say, "I'm excited!" Remind yourself that the goal is not to be calm but to channel your stress productively. This can be particularly helpful before a big presentation or before an hour of focused work.

Purpose/Find the Meaning

What positive impact do you want your work to have in the world? To the people you work with? To your customers? How is your work and the stressful tasks in front of you helping you do these things? Why do you care about this topic, situation or project? What is important here? What benefits will there be if this goes well? What about for people you love? What about for your team? How about for the customer or end user of your product or service? Who is the ultimate beneficiary of the work that you are doing? _____

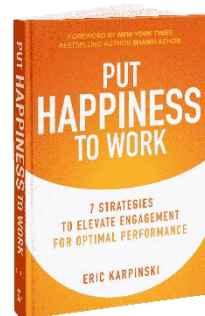
Anything you can do to tap into goals that are bigger than yourself can switch you towards the challenge end of the stress spectrum.

Inventory your Resources

What resources do you have to bring to this challenge? Write as many down as you come up with:

Personal resources

- What personal strengths do you bring
- What relevant experience do you have here? When have you faced a problem like this before? What worked and what didn't? What do you know now that you didn't know then that you can apply?
- What relevant skills do you have?



Team resources

- Who else is in this situation with you?
- What are their strengths, experiences, and skills?

Tangible resources

- Is there money available that we can use to hire help or expertise?
- What are your authentic deadlines here? How much time do you have to get this done? Sometimes we drive our stress with arbitrary deadlines.
- Are there technologies that might help us solve this problem?

Network resources:

- Who can you call to get some advice?
- Who do you know that may have some experience with this type of problem? Who might they know?

Reach out and help others

- Take a break. Walk around for a few minutes and check in on some of your teammates and see if you can help/guide them.
- Or maybe there is a request for help in your email that you can quickly offer to someone else.
- How can you plan to be supportive of others along the way? Schedule some of these. Create a list of in-the-moment helping that you can do.

See yourself as someone who helps others and then return to the challenge.