

## 4 Step Action Plan Worksheet

### Step 1: Identify Overwhelm

Think of whether the state you are in is what is overwhelming you or a particular situation. What is overwhelming me?

### Step 2: Introspect to Accurately Label Overwhelm

What does it feel like physically, mentally, emotionally, socially, spiritually, and career/financially to be in this state? (I don't know is a valid answer)

### Step 3: Brainstorm Decisions

**What is the best thing I can do right now to help me feel better?**

Can I communicate my feelings effectively?

What can I do instead if that does not work?

### Step 4: Take Action

I will...

## **Communications**

- Text, Call, Email, Talk, Ask Questions - what should I do? how can I handle this?  
Listen

## **Physical Actions**

- Eye contact, hug, rub on the back, touch on the arm, hold hands, run, exercise, yoga.

## **Mental Actions**

- Journal and put down on paper all mental noise. Play board games and/or coordination games.

## **Emotional Actions**

- Cry, face and express feelings of overwhelm. Schedule appointment with a therapist and vent.

## **Social Actions**

- Accept or give a gesture to help repair a relationship when it has been damaged.  
Watch a movie alone or with a friend.

## **Spiritual Actions**

- Pray, meditate, chant, reflect on spiritual text.

## **Career/Financial Actions**

- Take a vacation, Take some days off of work. Take some extra shifts to help me get through my difficulties.

NOTE: Do not answer this worksheet when you are actually overwhelmed. Fill it out before hand. And keep it in a place within grasp. So that when the time comes you will have it ready for consideration.

Once you are able to acknowledge a disruption in your state you can start implementing your plan to take action. Join us at Bipolar Advantage and be part of

our supportive community. Our courses will help you develop a personalized plan to help you learn how to function DURING overwhelming states.