



# COPING SKILLS GUIDE

Simple Tools to Manage Anxiety,  
Stress & Overwhelm

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# Simple Tools to Manage Anxiety, Stress & Overwhelm

If you're feeling anxious, overwhelmed, or mentally drained, you're not alone. This guide offers simple, practical tools you can use to feel more grounded and calm your nervous system. Start with one or two strategies that feel manageable.

## 1. Calm Your Nervous System

Deep Breathing (2 minutes): Inhale for 4 seconds, hold for 4 seconds, exhale for 6 seconds. Repeat slowly.

5-4-3-2-1 Grounding: 5 things you see, 4 things you feel, 3 things you hear, 2 things you smell, 1 thing you taste.

## 2. Manage Overthinking

Name the Thought: "I'm having the thought that..." creates distance from anxious thinking.

Worry Window: Set 10–15 minutes a day for worry time, and postpone worries outside that window.

## 3. Reduce Emotional Overwhelm

Break It Down: Ask "What is one small thing I can do right now?"

Self-Compassion: "This is hard right now. I'm doing the best I can."

## 4. Quick Stress Relief Tools

Movement: Stretch, walk, or shake out tension for 2–5 minutes.

Cold Water Reset: Splash cold water on face or hold something cold to reduce anxiety intensity.

Music: Create a calming or happy playlist

## 5. Build Daily Resilience

Check-in: What do I need today?

Small Calm Moments: Step outside, breathe, reduce overstimulation.

## Final Thoughts

These tools are a starting point. If anxiety or overwhelm feels persistent, therapy can help you create deeper, lasting change and support.

Please [contact me](#) to discuss how working together can support you.

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