

## Overwhelm Playbook

You just want a WIN! I know what you want because its what I have always wanted. I want more time, more fun, my family to be happy, to relax. You work hard and you are taking the weight of the world onto your shoulders.

Each new thing you take on means that you must sacrifice something, and usually that something is you. If you are anything like me, you feel the pressure to not drop anything. And that means saying YES to everything.

You might be feeling a little overwhelmed or even reaching the end of your rope.

*over·whelm* | \ ,ō-vər-'(h)welm  
: to overpower in thought or feeling

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*“The hurrier I go, the behinder I get” – White Rabbit*

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Overwhelm can and does feel like anxiety, worry, stress, guilt, shame, fear, and is uniquely different for everyone.

I know from my own experience that overwhelm is a result of trying to do more than you can accomplish ahead of time.

We love to overestimate what we can do in the short term and underestimate what we can accomplish in the long term.

That’s why I created this playbook.

It’s designed to help you focus on the one area of your life that needs your attention right now. You will focus on your #1 pain point and create a solution that you can implement immediately. The best part is that you can use this tool over and over again for any problem area.

Let’s get started!

## Step 1 – Prioritize

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*“If everything is a priority, nothing is.”*

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List the top 5 priorities in your life, be as specific as possible.

- 1.
- 2.
- 3.
- 4.
- 5.

Pick out the priority that needs your attention right now?

## Step 2 – Digging into the problem

List the top 5 reasons this is a problem area.

*For Example: I'm unhappy at my job*

- 1. The commute is too long*
- 2. My boss is a dick*
- 3. I get paid too little for what I do*
- 4. The hours are too long*
- 5. I have to work weekends*

1. Why
2. Why
3. Why
4. Why
5. Why

### Step 3 – Symptom or Cause

*Symptoms – Something that is out of your control (Ex. Commute time, work schedule, other people's actions, or reactions)*

*Cause – Things are in your control (Ex. Relationship with boss, saying Yes to new projects, how you feel)*

Separate out the symptoms and the causes

***Focus solely on the things that are 100% in your control.***

### Step 4 – Create a solution

What are the things you can do to solve the problem?

***List them all out the good, the bad & the totally insane.***

Next step is to plan out the actions that are in your control.



**Congratulations**, you have just created a plan to solve the #1 problem holding you back.

Now some people will choose to take this win and stop.

Others want to go one step further, is that you?

If so, I want to extend an offer that I think is one you can't refuse.

*I'm offering everyone who downloaded this exercise a free 45min 1-on-1 strategy session with me, where I will help you take the work you just did and apply it in your life right now.*

No strings, no sales.

Find out how working with a trained professional coach can change your life.

You have nothing to lose and everything to gain.

Use the QR code below to schedule your call today and I look forward to working with you.



I look forward to working with you.

Pete Beskas, CLC