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## Intolerance of Uncertainty Quiz

Read each statement and answer how much you agree with it.

3 = Strongly Agree

2 = Agree

1 = Somewhat Agree

0 = Don't Agree

\_\_\_\_\_ I must be certain of my decisions.

\_\_\_\_\_ It is difficult for me to relax if I don't know what will happen tomorrow.

\_\_\_\_\_ Harmful events might happen if I am not very careful.

\_\_\_\_\_ In order to feel safe, I need to be as prepared as possible for anything that could go wrong.

\_\_\_\_\_ It is essential for me to consider all possible outcomes of a situation.

\_\_\_\_\_ I always want to know what the future has in store for me.

\_\_\_\_\_ I often check things over and over to make sure something bad does not happen.

\_\_\_\_\_ I don't like being undecided about my future.

\_\_\_\_\_ I frequently worry about bad things happening, like an accident, a family tragedy, or getting sick.

\_\_\_\_\_ The smallest doubt can keep me from acting.

\_\_\_\_\_ Your Total Score

The higher your score, the more likely you are to have the following problems. Check off all of the problems that apply to you:

- Worry about health, finances, family
- Difficulty relaxing
- Difficulty making decisions
- Difficulty forming opinions unless you feel certain about them
- Overplanning with work, days off, vacations
- Getting very upset when things don't go exactly as planned
- Being inflexible
- Difficulty coping when something goes wrong
- Obsessive-compulsive tendencies
- Being overcontrolling

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## Perfectionism Quiz

Read each statement and answer how much you agree with it.

3 = Strongly Agree

2 = Agree

1 = Somewhat Agree

0 = Don't Agree

\_\_\_\_\_ I tend to get behind in my work because it takes me a long time to get things done right.

\_\_\_\_\_ I get upset when I make a mistake.

\_\_\_\_\_ If someone does something better than I do, it makes me feel inferior.

\_\_\_\_\_ I worry that others will lose respect for me or think I am incompetent if I make a mistake or am not the best at something.

\_\_\_\_\_ I often procrastinate on tasks where others may judge my performance.

\_\_\_\_\_ I worry about what others think about me.

\_\_\_\_\_ I get upset when I make a mistake.

\_\_\_\_\_ If I do not set high standards for myself, I will be second rate.

\_\_\_\_\_ Being organized is very important to me.

\_\_\_\_\_ When things are not just right, I get upset.

\_\_\_\_\_ Your Total Score

The higher your score, the more likely you are to have the following problems. Check off all of the problems that apply to you:

Overworking

Underachieving due to not trying things you are not good at

Believing if people saw the real you they would think you are a fraud (Impostor syndrome)

Ruminating over past mistakes

Low self-esteem

Procrastination

Being overly conservative in choices you make

Ruminating over social interactions

Shyness, tendency to hold back for fear of making a fool of yourself or being judged harshly by others

Difficulty making decisions

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## Over-responsibility Quiz

Read each statement and answer how much you agree with it.

3 = Strongly Agree

2 = Agree

1 = Somewhat Agree

0 = Don't Agree

\_\_\_\_\_ I tend to get very upset when people around me are upset.

\_\_\_\_\_ I have a difficult time saying no.

\_\_\_\_\_ I believe that failing to prevent harm is as bad as deliberately causing harm.

\_\_\_\_\_ When others I care about are in pain, I have a strong urge to try to fix or solve their problems.

\_\_\_\_\_ I feel responsible for other people's reactions to me when I set a limit or state a preference.

\_\_\_\_\_ I tend to prioritize others' needs over my own.

\_\_\_\_\_ I often feel selfish when I take care of myself.

\_\_\_\_\_ I usually make up for other people when they are not doing their fair share of the work.

\_\_\_\_\_ I often feel that my partner's or child's actions are a good or bad reflection on me.

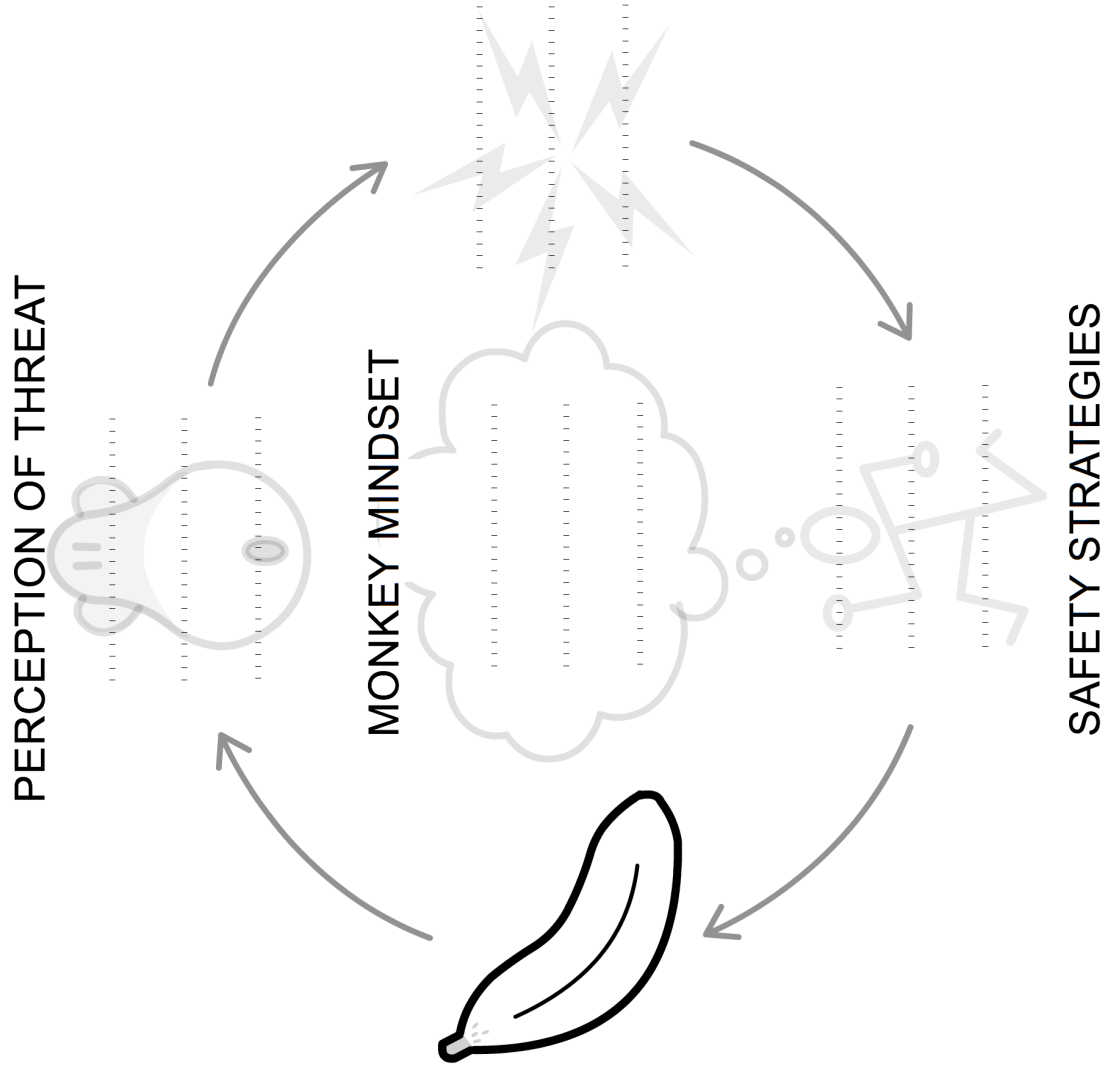
\_\_\_\_\_ When someone is in a bad mood I think it is my fault.

\_\_\_\_\_ Your Total Score

The higher your score, the more likely you are to have the following problems. Check off all of the problems that apply to you:

- Working harder than others
- Taking on other people's problems
- Poor self-care
- Burnout
- Constant worry and rumination about others
- Giving advice to others to the point of pushing them away
- Blaming yourself for things that are not your fault
- Difficulty setting limits
- Difficulty with assertiveness

# Anxiety Cycle Chart



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## Safety Strategies Checklist

**IOU** = Intolerance of Uncertainty

**P** = Perfectionism

**OR** = Over-responsibility

### Behavior Strategies

- Checking (if appliances are turned off, if people are alive, that you did not make a mistake, your body to make sure it is okay, your heart rate and shakiness) **IOU/P/OR**
- Repeating things over and over because they are not perfect or rereading or rewriting things to make sure you have it right **P**
- Spending too much time on things to get them right **P**
- Ordering things around the house, or getting dressed until it feels just right **P**
- Superstitious rituals like not stepping on a crack, avoiding ladders and black cats, or saying certain while passing a graveyard, in an attempt to keep you and/or others safe **IOU/OR**
- Saying certain phrases like, "Drive safe" **IOU/OR**
- Seeking information (on the internet, from doctors) **IOU**
- Repeating questions or statements (to make sure the other person understands or that you understand what to do) **IOU/P/OR**
- Washing/cleaning so that you or someone else does not get sick **IOU /OR**
- Excessive list making and/or planning **IOU/P**
- Making excuses for yourself when saying no to something **OR**
- Defending and/or justifying yourself and your actions **P/OR**
- Over-explaining things **P/OR**
- Prioritizing others' needs over your own **OR**
- Procrastinating **P**
- Hiding signs of anxiety like blushing (with strategies like wearing turtlenecks or makeup) **P**

- Avoiding initiating conversations **IOU/P/OR**
- Thinking carefully about what you are going to say **P**
- Avoiding asking questions **P**
- Avoiding speaking up in meetings **P**
- Avoiding being the center of attention **P**
- Avoiding traveling, airplanes, trains **IOU**
- Avoiding situations where you feel trapped, like being a passenger in car or sitting in a movie theater, or looking for escape routes **IOU**
- Not going far from bathrooms in case you have a symptom attack **IOU**
- Never leaving home without your cell phone **IOU**
- Avoiding saying "no" **OR**
- Pointing things out to people (kids, spouse) **OR**
- Trying to solve other people's problems for them **OR**
- Not setting limits with others (kids, spouse, coworkers) **OR**
- Avoiding taking time for yourself (exercise, yoga, doctor's appointments) **OR**
- Avoiding making decisions on your own **IOU/P**
- Asking for reassurance for decisions you have made. **IOU/P**
- Avoiding giving opinions that others may not agree with **P/OR**

Others:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## **Mental Safety Strategies**

- Reviewing events, what you might have said or done **IOU/P**
- Making mental lists **IOU/P**
- Monitoring physical sensations, analyzing what might be wrong or what is causing you to feel a certain way **IOU**
- Worrying, and attempting to figure out, fix, and problem solve situations **IOU/P/OR**
- Trying to remember things that might be important **IOU/OR**
- Mentally checking that you remembered to do something like turning off stove **IOU/P**

## **Distraction**

- Media like TV, computer games, online searches, e-mail
- Staying busy with tasks at home or at work
- Engaging with others in person, texting, or using social media
- Staying busy with hobbies

## **Relaxation**

- Using distractions as an attempt to relax (see examples above)
- Using substances like alcohol, prescription drugs, non-prescription drugs
- Being with someone you consider safe
- Relaxation techniques
- Meditation
- Exercise

## Intolerance of Uncertainty Mind-set Chart

Here is a mind-set chart designed to help you flip your *I must be certain* mind-set into a belief that will allow you to expand.

On the left-hand side are examples of *I must be certain* mind-sets. Rate how much you currently believe each one. The column on the right contains some examples of expansive mind-sets designed to counter the monkey mind. Rate how much you believe those.

The columns do not have to equal 100%. For example, you may believe that “what I don’t know could kill me” 90% of the time, but also believe the expansive mind-set that “it is more important to live life fully in the present moment” 50%.

The benefit in this exercise is that, by taking the time and effort to fill out the chart, you are teaching your brain to notice the difference between these two ways of thinking, and to discern which of them is influencing your behavior in real-life situations.

BEYOND CERTAINTY			
Monkey Mind-set	How Much I Believe It 0–100%	Expansive Mind-set	How Much I Believe It 0–100%
What I don’t know could kill me. I must predict and plan for what might go wrong.		It is more important to live life fully in the present moment than to spend time predicting what might go wrong in the future.	
I must be certain that I and others I care about are safe.		I will assume safety unless there is clear evidence of danger.	
If things don’t go as planned, my day is ruined.		It is more important to practice flexibility and learn to cope when things do not go as planned.	
If I am not very careful, bad things might happen.		I can take reasonable precautions, knowing that I can influence but not control outcomes.	



## Perfectionist Mind-set Chart

Here is a mind-set chart that will help you turn your own perfectionist mind-set into a more expansive way of thinking.

On the left hand side are examples of *I must not make a mistake* mind-sets. Rate how much you currently believe each one. The column on the right contains some examples of expansive mind-sets you can cultivate instead. Rate how much you believe in those. Remember that the two columns do not have to equal 100%.

Reviewing and documenting these contrasting mind-sets will greatly aid you when you find yourself in situations that trigger anxiety for the perfectionist.

BEYOND PERFECT			
Monkey Mind-set	How Much I Believe It 0–100%	Expansive Mind-set	How Much I Believe It 0–100%
Mistakes, judgments, and criticism are a sign that I am not good enough, am less than, or have failed.		Mistakes, judgments, and criticism are signs that I have taken a risk, and are an opportunities for growth.	
I only feel good about myself if I have done something well (conditional self-acceptance).		I know I will do some things well and other things poorly, and neither reflects my worth as a person (unconditional self-acceptance).	
I am motivated by my fear of failure.		I am motivated by excellence, creativity, and purpose.	
Being imperfect and fallible is a sign of inferiority.		Being imperfect and fallible is part of being human.	
If others are better than I am at something, it means I am not good enough.		It is more important to do my personal best than measure myself against others' accomplishments.	

## Over-responsibility Mind-set Chart

The following chart will help you gauge how over-responsible your mind-set presently is, and how you can turn it into an expansive one.

On the left-hand side are examples of *I am responsible for everyone's happiness and safety* mind-sets. Rate how much you currently believe each one. On the right are examples of expansive mind-sets. Rate how much you believe those.

After you fill out this chart you will have an easier time recognizing what your mind-set is in situations that make you anxious, and hopefully, this exercise will help you practice thinking in a new way.

<b>BEYOND OVER-RESPONSIBILITY</b>			
<b>Monkey Mind-set</b>	<b>How Much I Believe It 0–100%</b>	<b>Expansive Mind-set</b>	<b>How Much I Believe It 0–100%</b>
I believe that if someone I care about is not making a good choice, it is my responsibility to do something about it. If I don't, I am partly responsible for the consequence.		I believe that people are responsible for their own lives and the choices they make. Consequences of their actions are not my fault.	
If I set a limit with someone or state a preference, I feel responsible for the other person's feelings.		When I set a limit or state a preference, I can be sensitive to others' feelings without taking responsibility for them.	
If others do not do their fair share of the work, it is my responsibility to take up the slack.		If others do not do their fair share of the work, it is not my responsibility to step up. I am willing to allow the consequences of other people's action or inaction.	
I tend to put other people's needs before my own.		I believe that taking care of myself is as or more important than taking care of others.	
When others are in pain, I become upset and try to fix their problem and/or point out what they are doing wrong.		When people are in pain, I can listen with compassion, but it is not my job to fix or solve their problem.	

## Welcoming Worksheet

Welcoming is more than an idea or an intention. It is like a muscle that needs to be exercised. You will find it very helpful to track your welcoming exercises. Take a few minutes each evening to update your chart with the situations you chose to practice welcoming with that day.

<b>Day of Week/ Date</b>	<b>Necessary Feeling I Am Provoking</b>	<b>Length of Time</b>	<b>Sensation Intensity (1-10)</b>	<b>Emotion Level (1-10)</b>	<b>Welcoming (1-10)</b>

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## Worry Time

Write out an imaginary scenario of what you are most afraid of. To make it more compelling, write in present tense, and include details like how you are feeling and what happens around you. Good questions to ask yourself are:

1. What am I afraid will happen?
2. What is the worst that might happen?
3. If it comes true, what would that mean about me, my life, my future?

Once you have identified what you are most worried about, write a paragraph in vivid detail about what it would look like if it were to come true. Record this on your phone and set a timer for 15 minutes. Listen to what you recorded repeatedly and worry as hard as you can. Remember to accept whatever feelings come up with a welcoming breath.

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## **Five-Step Problem Solving**

1. Identify the problem.
2. List four possible actions to solve it.
3. Review short- and long-term consequences of each possible action.
4. Choose the best action and do it.
5. Evaluate how it worked. Pat yourself on the back for trying something new!

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## Values List

This list of values can help you determine which values will give your practice purpose and direction.

SELF-ACCEPTANCE

COMMITMENT

FLEXIBILITY

GROWTH

RESILIENCE

HUMOR

OPENNESS

ADVENTURE

PRESENCE/MINDFULNESS

CREATIVITY

HEALTH

COURAGE

SPIRITUALITY

HONESTY

INDEPENDENCE

FUN/PLEASURE

SELF-EXPRESSION

PEACE

RESPONSIBILITY

COMPASSION

HONOR

AUTHENTICITY

LOVE

TRUST

Which of these values stands out to you? Write them down below. If you think of values that aren't on this list, write those down too.

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- \_\_\_\_\_
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- \_\_\_\_\_

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## Expansion Chart

1. Think of a difficult situation. This could be a task or activity that you have been procrastinating on, a decision you are having trouble making, an upcoming event that is making you nervous, a situation where saying “no” or standing up for yourself is hard, or a chronic worry that has been troubling you. Write this situation into the first box labeled Opportunity.
2. Identify the values that are truly important to you in this situation. They represent the direction that you want to be moving in and what you want to strengthen or cultivate by working on this problem. I find it very helpful to use the Values List as a reference.
3. Identify the monkey mind-sets that are activated in this situation. This is a good time to review the examples of monkey mind-sets that are found in chapter 5. (They are labeled Beyond Certainty, Beyond Perfect, and Beyond Over-responsibility. You can also download them at <http://www.newharbinger.com/35067>.)
4. Identify the expansive mind-set that can counter the monkey mind-set. You can consult the same passages in chapter 5 or downloads cited in step 3.
5. List the safety strategies that you've used in the past. A good question to ask yourself is, *What do I do to keep the worst from happening?* You can also consult the list of common safety strategies found in chapter 4, or download them at <http://www.newharbinger.com/35067>.
6. List the expansive strategies you intend to use instead. (They are often exactly the opposite of your safety strategies.)
7. Finally, write down the necessary feelings that you will need to experience and welcome in order to grow. These include both fight-or-flight sensations and negative emotions. Here is a short list of necessary emotions to help you anticipate what they might be.

*Anxiety*                      *Embarrassment*

*Anger*                         *Guilt*

*Panic*                         *Hopelessness*

*Frustration*                 *Shame*

**Situation:**

**Opportunity:**

**Values:**

**Monkey Mind-set**

**Expansive Mind-set**

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- 

**Safety Strategies**

**Expansive Strategies**

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- 
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- 

**Necessary Feelings:**



## Safety Strategies vs. Expansive Strategies for the Perfectionist

Here are some examples of perfectionist safety strategies we use in common situations, as well as alternative expansive strategies you can practice using instead.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Finish up task so you can relax.	Take a break, regardless of whether the task is completed.
Repeatedly check e-mail for errors.	Write and send.
Clean house to prepare for guests.	Leave some dirt and disarray.
Do hair and makeup perfectly.	Spend less time on hair or makeup.
Organize workspace so it is neat.	Leave some clutter.
Be careful in conversation not to offend.	Be spontaneous in conversations.
Don't waste time on things you're bad at.	Pick something hard and practice imperfectly.
Always be on time.	Arrive five minutes late to something.
Order carefully—don't look stupid to the waiter.	Intentionally mispronounce words when ordering.
Take pride in remembering people.	Intentionally call someone by the wrong name.
Express yourself correctly.	Allow for others to misunderstand you.
Plan everything well.	Stop making to-do lists for your weekends.
Appear competent at the cash register.	Pay for a purchase with change or small bills.
Appear competent at the coffee shop.	Ask barista where the half-and-half is.
Put off doing taxes, or anything you hate.	Set a time and spend five minutes on it.
Do things perfectly.	Allow for mistakes.
Hide signs of anxiety, like sweating and blushing.	Don't cover them up, and even point them out.
Fill conversation gaps with jokes and comments.	Stay quiet, no matter how awkward the silence.
Sit in the back at classes and meetings.	Sit up front.
Avoid embarrassment in meetings and/or classes.	Raise your hand and contribute at least once.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Delay deciding things until you're sure.	Set a time to decide and stick to it.
Ask everyone for advice.	Make a decision independently of others.
Only do things you have an aptitude for.	Take up a hobby you know you won't be good at.
Attempt to cook the perfect meal.	When cooking for others, allow for mistakes.
Spend your free time doing practical pursuits.	Take a class on something random.
Carefully plan days off, weekends, and vacations.	Let your partner plan without consulting you.
Choose outfits carefully, matching style and color.	Wear the first things you try on.
Dress correctly for the situation.	Go to the mall while dressed for the gym, or vice versa.

The preceding strategies were behavioral. Here is a short list of opportunities to practice mental expansion strategies.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Review the past, looking for mistakes.	Allow yourself to be uncertain about whether you made mistakes in the past.
Make a mental list so you won't forget anything.	Refrain from making a mental list, and allow for the possibility of forgetting something.
Worry when reminded of a problem.	Use the five-step problem-solving process.
Worry over a problem or past mistake repeatedly.	Thank your monkey, and ask for more or schedule yourself a Worry Time.

## Safety Strategies vs. Expansive Strategies for Intolerance of Uncertainty

Here are some opportunities to practice with. On the left side are safety strategies commonly used in anxiety-producing situations. On the right are examples of expansive strategies you can use as alternatives.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Check to see if loved ones arrive safely.	Assume safety and allow for uncertainty.
Recheck that you turned off the stove.	Only check once or not at all.
Go back and make sure you locked the door.	Don't check; allow for uncertainty.
Monitor sports team scores.	Wait until game is decided to check.
Research uncomfortable sensations online.	Breathe into uncomfortable sensations.
Make sure you packed everything for a trip.	Limit packing time.
Never leave home without your cell phone.	Walk the dog without it.
Order dishes you've ordered before and like.	Try something new and different.
Wash hands after touching public surfaces.	Wash hands before meals only.
Always use hand sanitizer.	Use hand sanitizer only at hospitals.
Make list of things to do weekday evenings.	Leave an evening free, allowing for spontaneity.
Make list of things to do on the weekends.	Leave a morning or afternoon unplanned.
Vacation where you did last year.	Travel to someplace unfamiliar.
Always take the fastest mode of transport.	Take a different method of transportation.
Postpone decisions until you are sure.	Set time to make a decision even if unsure.
Always rely on expert advice.	Decide something on your own.
Check for escape routes in public places.	Position yourself in the middle, far from exits.
Make extensive lists of pros and cons for a decision.	Flip a coin.

The preceding chart lists strategies that are behavioral. The chart below lists opportunities to practice mental expansion strategies.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Mentally review things to make sure you did not forget to do something important.	Seek uncertainty by saying "I am willing to not know" or "I don't want to know."
Mentally scan your body for signs of illness or anxiety.	Seek uncertainty by saying "I am willing to not know" or "I don't want to know."
Weigh pros and cons over and over in your mind to make sure you are making the best decision.	Allow for uncertainty. Ask for uncertainty. Ask for more anxiety too.
Worry when reminded of a problem.	Use the five-step problem-solving process.
Worry over the same problem repeatedly.	Thank your monkey, and Ask for More. Or schedule yourself a Worry Time.

## Safety Strategies vs. Expansive Strategies for Over-responsibility

Here is a list of safety strategies we often use in common situations. Paired to each safety strategy is one expansive strategy; you can likely think of others you might employ.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Say yes to things you feel obligated to do.	Say no to obligation for a day/week/month.
Ask what others want to do/eat/talk about.	Say what you want to do/eat/talk about.
Remind others what they forgot.	Let others learn from their own mistakes.
Fill in for others' lapses.	Let others do things themselves.
Poll others' opinions before expressing yours.	Give your opinion/risk others' disagreement.
Remind loved ones to "drive safely."	Drop superstitious behaviors.
Make excuses when you disappoint others.	Don't explain yourself when it isn't called for.
Defend position when saying what you want.	Say what you want without justifying yourself.
Prioritize others' needs over your own.	Prioritize your own needs three times per week.
Listen patiently when others bore you.	Initiate a topic of interest to you.
Give high-pressure salesperson attention.	Resist a high-pressure salesperson.
Show others how they can do things better.	Don't point out anything to anyone for one day.
Provide solutions to others' problems.	Listen with compassion; don't problem solve.
Step up to compensate for others' failings.	Don't assume others' workload.
Work overtime whenever you're asked.	Make overtime an exception to the rule.
Make yourself available in case you're needed.	Plan fun, healthy activities for your free time.

Just as important as changing behavioral strategies is changing mental safety strategies, like reviewing and worrying over other people's problems when you are away from them. Remind yourself that you cannot control how others live their lives. Then focus on your own self-care, putting your higher brain to work on some of your own needs that you've been neglecting.

<b>Safety Strategy</b>	<b>Expansive Strategy</b>
Think about others' problems when alone.	Purposely focus on self-care.
Worry about other people's problems in an attempt to fix them.	Set aside Worry Time.
Compulsively say prayers in an attempt to keep others safe.	Resist compulsive praying and allow for uncertainty.
Review in your mind what you could or should have done differently to help someone.	Interrupt this review by accepting the possibility that you made mistakes.