

SSPECS

SSPECS is about having the plan to be able to deal with stress, heightened anxiety, or procrastination.

Stay in the moment	Your mind will pull you to the past (regret), the future (worry) or the present. Ground yourself and stay in the present. Notice your breath, the sounds around, feel of your body on the bed or chair.
STRUCTURE	Have a Day list rather than a to-do list (3 items) Have a time planned in the day to look at your negative thoughts - Worry Time
PERSPECTIVE	Will you be bothered by this in 1,2 5 or 10 years time? Am I the only person experiencing this? Have I dealt with similar issues before? Am I alone?
EQUILIBRIUM	Have things planned to balance my life/day like; <ul style="list-style-type: none"> • Gym • Walk • Meal • Someone to talk to
CAPTURE	<p>DAY - Negative Thought/Email</p> <ol style="list-style-type: none"> 1. Note it (record it) 2. Quiz it(is it a problem, can I do something about it?) 3. Act OPTIONS <ul style="list-style-type: none"> - Plan action if you can do something about it - Snooze it (if it's an email do you have to action now?) - Put it on the WORRY LIST if it's a negative thought you need to look at - Think about accepting it (if you can't change it) <p>NIGHT</p> <ul style="list-style-type: none"> - trust your fully awake self to deal with the issue - focus on 3 positive things about the day - go to your happy/safe place
SAFE SPOTS	Have a favourite walk, piece of music, a book or poem or maybe a film that allows you to feel safe. Practice Meditation / Mindfulness / Breathing.

