



Nine Ways to:

Quiet Your Mind

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Get Ready!

When the voices in your head start pushing you around, use one or more of these proven practices to tell your thoughts to go lay down by their dish.

Even though these practices are simple, if you've been over-thinking for years don't expect to be a boss overnight. Relief will come as you use these strategies but it takes effort and determination for you to reach true confidence.

I suggest you read through the nine exercises and begin where you feel called. Trust your own experience with them, and find your favorites! Finally, *decide* to be someone who is learning to let go of the mental noise. Eventually, you'll get there.

“Practice is the best of all instructors.”

Publius Syrus



1

Practice Relaxation

Use methods to physically calm your body.

A calm relaxed body leads to a calm relaxed mind.

When your mind is all stirred up like a glass of muddy water, *it needs time to sit without agitation* for the particles of dirt to fall to the bottom. Decide to commit to this process of settling.

Shift your focus away from your thoughts and onto your muscles. Let the thoughts be in the background rather up on center stage. Allow the tightness to gently release, layer by tiny layer, with long slow exhales.

You will most like not feel like doing this but force yourself to slow down. *Stick with it* until you feel yourself begin to slip into a more relaxed state. Trust your body will respond when you take your foot off the gas pedal.

Throw yourself a life preserver with a guided relaxation practice. Other methods for promoting relaxation are paced breathing, progressive muscle relaxation, and walking outside in nature.

Shift your focus to your body and dissolve muscle tension. Let it go...

2

Practice Mindfulness

Immerse yourself in the present moment.

Over thinking happens because your mind perceives a threat of some type and it wants to fix it, NOW! Obediently your brain hashes and rehashes all that is bad and all that could ever be bad in the future.

But pressured repetitive thoughts don't really change anything. They only create the illusion that something is being done. Start to climb down off the hamster wheel by recognizing the impact your busy mind has on you.

Put your full attention on the environment you're in like that's all that truly matters. "I see a lamp and a picture and a rug. I'm sitting on a chair. I hear the fan. I feel my heart beat...". Slip into observer mode and take in all the dirty details without judging what you perceive. Give yourself time here. Stay open to what's showing up and slowly fresh air will start to make its way in.

If the mental chatter continues, expand your observation to include your thoughts rather than being lost in them. Step back and be the one who's watching the thoughts. Let thoughts be "just thoughts", no more or less. This will help you divorce yourself from the importance you have placed on your self-talk. One strategy to help you stay in observer mode is to label your thoughts as you notice them. For example, "I'm having the thought that_____."





3

Practice Self Compassion

Open to your own emotional pain with care.

Experience a wave of softness wash over you when you become an understanding and caring presence to yourself.

Press the brakes and tune into your pain, worry, sadness, overthinking (etc). Gently open to the discomfort like you might approach a puppy caught in barbed wire. Scolding the puppy would only add more upset. Soothing the puppy helps calm its distress.

Make your internal voice very supportive and empathetic. Approaching yourself with an attitude of acceptance and kindness. Perhaps you'd say things like: *I see you're hurting. This is really hard on you. I'm sorry this is happening. This will be better sweetheart.* Also, remember your positive efforts and good qualities in these tough moments.

Finally, recognize other people feel this exact same emotion too. Maybe thousands of other people in the world are feeling this same emotion RIGHT NOW, at the same time you are!

Treat yourself with kindness, my dear. This will quiet the gremlins in your mind.

4

Find Perspective

See the big picture.

Ask yourself, will this issue matter a year from now? Heck, maybe even a day from now?!

It's easier to let go when you realize no one pays attention to what's happening beyond the short term. So the weird thing you said at dinner with friends, the work meeting you absolutely loathe attending or the lunch invite you want to turn down, decide to let them go. Replaying the situation in your mind doesn't change anything. It only creates stress for you. See them as a tiny grain of sand on your beach of life that they are. They don't really matter much in the larger context of things.

Another useful question for gaining perspective is, how big is this problem? Use it to get conscious about the level of importance the situation has to you. Are you facing death? No? Because some people are and death will help you reorganize your priorities in an instant.

Finally, shift your point of view by considering how another person might view what's happening. Allow yourself to wake up to the idea that your interpretation is just one way to look at what's happening. Open to other possible explanations.





5

Challenge Your Thinking

Find a new way to think about what's bothering you.

Use a structured process for challenging your own thinking. Slow everything down and catch the thoughts one-by-one just like kids catch lightning bugs and put them in a jar. Once you see them, notice how they are affecting you. Tip: go sloooooow here.

After you've connected the dots between what you're thinking and how you're feeling, put on your Spock brain and identify just the facts of the situation. Hint: no one can argue with the facts. Make a distinction between the facts and your interpretation.

Next, start to clear the fog with questions and curiosity. Is what you're thinking true/fact or opinion? What assumptions are you making? Is this interpretation a pattern for you? How else might you view the situation? Keep going until you sprout new branches on your perspective.

Eventually, decide to draw a new conclusion. How do you want to think about this instead? Choosing helpful thoughts that feel better and naturally allow you to stop over-thinking. Yay.

6

Find the Positive

Look for what's good in you and around you.

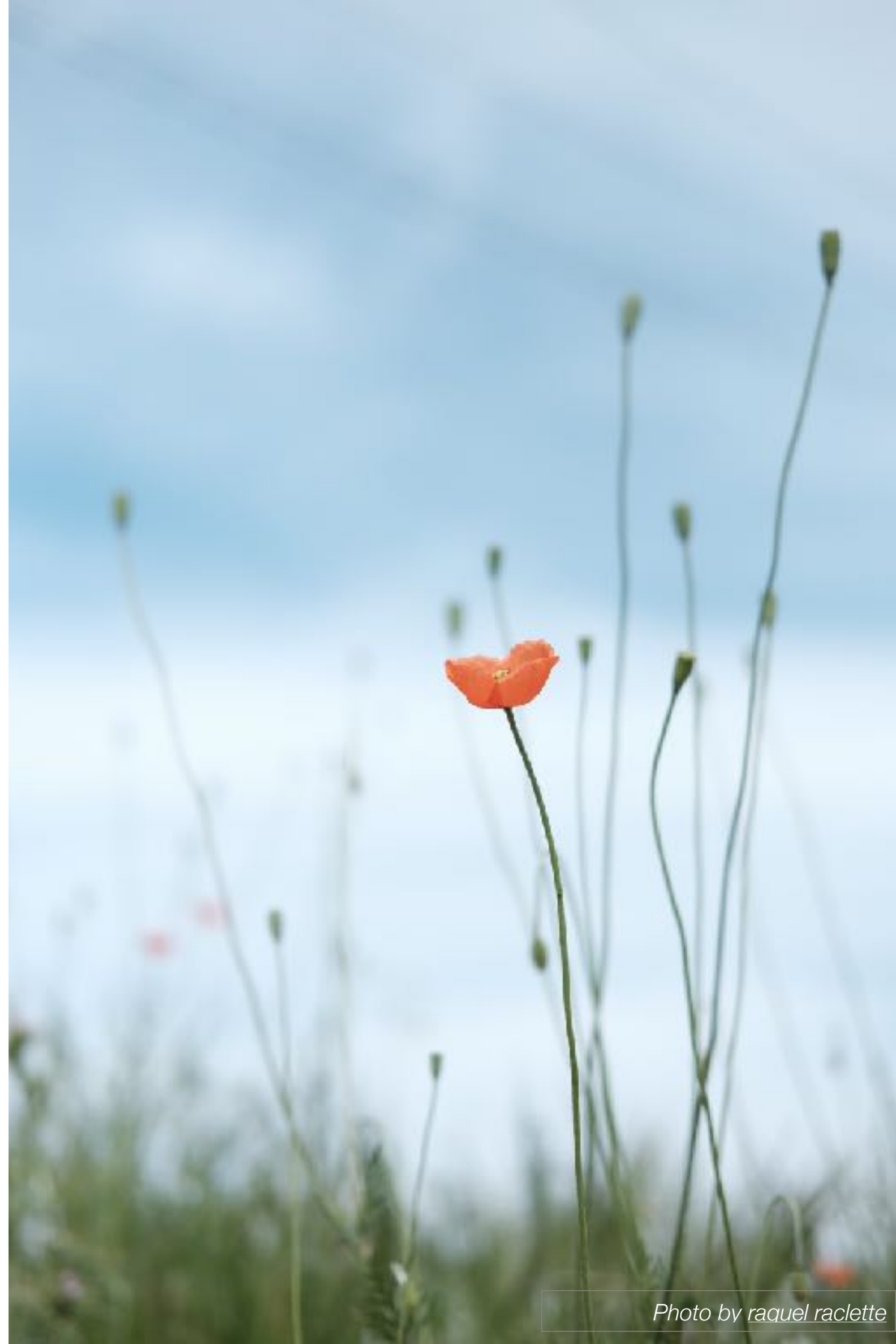
Could it be that you're ignoring the positive? Perhaps only thinking the worst will happen? The heaviness of all that's wrong and bad will sink any ship.

The truth is there's ALWAYS good in you and around. Not seeing it? It might be hidden underneath a pile of mind trash. Go on the hunt for what's good in yourself or your situation.

Consider what aspects of your day went well. Did you dribble coffee on your shirt or get in a car accident? Did you enjoy the comfort of your home or love of your pet today? There is so much to celebrate if we just look for what's working rather than what's broken. Actively find the good. This will teach your brain to recognize what's right and leads to a more balanced view.

If your mind has been hacked by a specific challenge, reflect on what part of it went well? What did you do right? Who supported you? Look at how have you managed vs how are you failing.

Recognizing if you are tilted toward the negative and making the effort to smoke out the positive will help settle your mind.





7

Decide on a Course of Action

Solve the problem that's eating you.

Sometimes thoughts swirl because the problem hasn't been clearly defined and solved yet. All sorts of energy is exerted think-think-thinking about it when a solution would set you free.

Maybe you're wrestling with your schedule to figure out how to find more time in your day when what you really need to do is set boundaries with your roommate. Perhaps you're thinking your head off about whether or not to go to your pushy Aunt Mary's house for Thanksgiving rather than facing your fear of saying no.

This skill asks you to step back and evaluate, what's the problem? What's the real problem? Pull it apart one brick at a time and then choose a course of action. Solve the problem. Make a decision.

Then when you find yourself thinking about it later, you say to yourself "No, no, I already decided. I'm going to do this ___" and then, let it go.

8

Accept What's Out Of Your Control

Drop your resistance to the ugly truth.

One benefit of having a busy head is that it protects you from touching a tender spot. Over thinking creates the perfect distraction from a painful truth. Your mind makes it seem like you're doing something about what sucks when perhaps nothing can be done about the matter.

Consider dropping all resistance to what's happening. As hard as it is, open yourself fully, yes fully, to the facts. Identify what you can control and what you can't. It screams crap sandwich when your fiancé calls off the wedding but if they did, they did.

If your neurons are red hot about a future event, accept the fact that you have zero control over what's to come. None. Nada. Zip. And that's hard to face.

Dig out your acceptance hat and try it on. Notice what comes up as you do this. Face any discomfort and your thinking will shift in a blink. True acceptance empowers you to put your energy on what you CAN control, which is obviously more effective than the mental merry-go round.





Photo by Jonathan Borba

9

Give It To The Universe

Use your faith to help you let go.

When all else fails, you can always give your problems, stresses, and worries to a power greater than yourself. This is an act of spirituality and may or may not be of religion.

Experience precious peace in your mind and comfort in your heart by surrendering your troubles to Spirit, God, Jehovah, Yahweh, Allah, the Earth, the Divine One, the Universe, etc... whatever you perceive as a larger force for good. Give what's on your mind to them.

Literally imagine the weight of your burdens leave your body and mind. Allow all the effort, all the trying, all the thoughts to be received by this external force. Acknowledge your desire to be done and your faith in them to fix it. Say thank you.

Then trust that resolution will come for the greatest good and highest joy of all involved. Repeat as needed.

Go Deeper...

As you know, your mind has the ability to yank you left and right. Your brain stays up late and gets up early to give you a sense of control. However, you won't find control with your thoughts by piling on more thoughts. Moving past troubling mind chatter requires you to either learn to let the thoughts go OR learn to transform them.

The methods in this ebook mainly focus on helping you let go, while learning to *transform your thoughts* is a special skill set. Of course, both are needed if you want to reach the level of a mind Ninja, that place of true confidence with governing your own mental noise.

If you struggle with managing your mind in a way you feel good about, contact me. I help people think in new ways and move past what blocks them.

All the best to you!

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