5-MINUTE PRACTICAL RESET

The 5-Minute Out of the Loop Reset

A short exercise to stop replaying the same thought and decide what needs your attention now.

Set a five-minute timer

Do not solve everything. Your job is to separate what is known, what your mind is adding and what you can do next.

1. Name the loop

Write the thought exactly as it keeps appearing. One sentence only.

2. Separate fact from prediction

What do I know for certain?

What am I predicting, assuming or replaying?

3. Decide what needs attention

Tick the statement that is most accurate.

[ ] There is a practical action I can take today.

[ ] I need more information before deciding.

[ ] I need a conversation, not more private thinking.

[ ] Nothing useful can be done today. I can pause this safely.

4. Choose one next action

Make it small enough to complete or schedule within 24 hours.

5. Close the loop for now

If the thought returns, use this sentence.

I have decided what this needs. My next step is _____. I will review it again on _____.

If there is no action today

Put the thought somewhere specific rather than carrying it everywhere. Add a review date to your calendar, close this page and move your attention to the next real part of your day.

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This worksheet is for education and reflection. It is not medical advice or a substitute for professional support.