

# 7 Simple MINDSET SHIFTS

*to Feel Calmer, Stronger, and More in Control*  
**FAST**



By

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A free guide to help you quiet anxiety,  
protect your peace, and build a stronger mindset.

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# Hello!

## I'M SO GLAD YOU FOUND YOUR WAY TO THIS GUIDE!

If you've been feeling overwhelmed, anxious, emotionally drained, or stuck in your own head, you are not alone.

This guide was created to help you make a few simple but powerful shifts in the way you think, respond, and protect your energy. These are not complicated strategies. They are practical mindset changes you can begin using right away to feel calmer, stronger, and more in control; no matter where you are!

Hi there, I'm Linda, and since 2013, I've been on a deeply transformative journey that reshaped how I think, feel, and show up in my life.

What started from career burnout turned into a powerful awakening — one that taught me how to move through fear, quiet the noise, and reconnect with a sense of calm, clarity, and inner strength I didn't even realize I was missing.

And, if you want, you can have this too!

## TODAY...

I help others do the same — as a Mindset Coach, I guide people in gently stepping out of anxiety, overwhelm, and self-doubt, and into a more grounded, confident, and peaceful version of themselves. Not by forcing or fixing... but by shifting from within.

Because when you learn how to regulate your mind and your nervous system, you reconnect with your power; and everything changes!

*Linda*

# DID YOU THINK LIFE WOULD BE LIKE THIS?



You are beyond frustrated. Seriously, there needs to be a new word in the English language for feeling stressed out to the max!

Your mind has been racing, your energy has been stretched thin, and you've been feeling like you're carrying way too much for way too long...

Why is everyone so demanding of you, and your time, and your attention? Why can't people figure things out for themselves for once, instead of relying on you to come up with all the answers? And, what is up with your boss?? Do they really need that project by 5pm today?

C'mon already!

The good news is this: you do not need to overhaul your whole life to start feeling better right away!

It might be nice, but no, you do not need a sand you definitely don't need a personality transplant. Trust me.

You simply need a few powerful mindset shifts that help you respond differently to stress, anxious thoughts, and the demands around you.



Inside this guide, you'll find 7 simple shifts you can begin using wherever you are, whether you're at home, at work, in traffic, in a grocery store line, or smiling politely in a social setting while your nervous system is doing back-flips.

These are practical tools to help you feel calmer, more grounded, and more in control without making things complicated.

Let's begin.



# Simple Shifts



01

## **SHIFT 01**

### **YOU ARE NOT YOUR ANXIOUS THOUGHTS**

Just because your mind says something does not make it true. Anxiety loves to speak in worst-case scenarios, but you do not have to believe every thought that enters your mind. Try this:

Pause and ask yourself, “Is this fact, or is this fear talking?”

02

## **SHIFT 02**

### **NOT EVERYTHING DESERVES YOUR ENERGY**

You do not have to react to everything. Not every comment, request, situation, or opinion deserves your emotional attention. Try this:

Before responding, ask, “Does this truly deserve my time, energy, or peace?”

03


## **SHIFT 03**

### **BOUNDARIES ARE A FORM OF SELF-RESPECT**

Healthy boundaries are not rude, harsh, or selfish. They are a clear way of teaching others how to treat you while protecting your mental and emotional well-being. Try this:

Practice saying, “That doesn’t work for me,” without overexplaining.

# Simple Shifts



04

## **SHIFT 04**

### **REST IS PRODUCTIVE TOO**

You do not have to earn rest by reaching burnout first. A calmer mind makes better decisions, and a rested body handles stress more effectively. Try this:

Give yourself permission to pause before you hit the wall. Take a walk, go to the movies, take a bath (wine & candles are a must), hit the gym... you get the idea.

05

## **SHIFT 05**

### **SMALL SHIFTS CREATE BIG CHANGE**

You do not need to fix your whole life in one day. Tiny, consistent mindset shifts can create major emotional and personal breakthroughs over time. Try this:

Choose one thought pattern or one habit to improve this week instead of trying to overhaul everything.

06

## **SHIFT 06**

### **YOU CAN FEEL FEAR AND STILL MOVE FORWARD**

Confidence does not always come first. Often, it shows up after you take the step you were scared to take.

Try this:

Ask yourself, "What would I do next if I trusted myself just a little more?"

# Simple Shifts



07

## **SHIFT 07**

### **PROTECTING YOUR PEACE CHANGES EVERYTHING**

When you start protecting your peace, your standards rise, your stress lowers, and your life begins to feel more aligned. Try this:

Notice what leaves you feeling calm, clear, and grounded, and start choosing more of that. (In doing so, you'll also begin to move away from the thoughts and situations that cause you anxiety)

## **BONUS SHIFT!**

### **STRENGTH GROWS WHEN YOU REACH OUT**

It's okay to ask for help. Many people fear judgment from others and experience self-doubt when it comes to asking for a little help.

However, seeking support from friends, family, co-workers or even professionals can significantly reduce stress and anxiety. Which free's up space in your head!

People like to feel needed, and often, when you ask for that help, they are more than happy to give it. It may even strengthen some relationships.

let's break it down  
a little further >>

# action steps



## Step 01

### YOU ARE NOT YOUR ANXIOUS THOUGHTS

One of the most powerful things you can learn is this: a thought is not automatically a fact.

Anxious thoughts tend to sound urgent, dramatic, and very convincing. They often show up as worst-case scenarios, self-doubt, overthinking, or assumptions about what other people think of you. They can sound like this:

- “I’m going to mess this up.”
- “They probably think I sound stupid.”
- “Something bad is going to happen.”
- “I should have handled that differently.”
- “What if I can’t do this?”

The problem is not always the thought itself. The problem is when you instantly believe it and react to it like it is true.

When you begin to separate yourself from your thoughts, you take your power back. Instead of becoming the thought, you learn to observe it.

#### WHAT TO DO IN THE MOMENT

When an anxious thought pops up, pause and say to yourself:

“This is a thought, not a fact.”

That one sentence creates space between you and the mental spiral.

Then ask:

- What is actually true right now?
- Do I have proof for this thought?
- Is this fear talking, or is this reality?



# action steps



01

## YOU ARE NOT YOUR ANXIOUS THOUGHTS

### EXAMPLES IN REAL LIFE

#### At home:

You send a text and they do not reply right away. Your brain says, “They’re upset with me.”

Pause and remind yourself: “That is a thought, not a fact.”

Maybe they are busy. Maybe they are driving. Maybe they are ignoring their phone like the rest of us do when life is lifing.

#### At work:

Your boss says, “Can we talk later?” and your brain immediately packs a suitcase for disaster.

Pause. Breathe. Ask: “Do I actually know this is bad?”

Usually, the answer is no.

#### In a social setting:

You tell a story, then later replay it in your mind and think, “Why did I say that? That sounded ridiculous.”

Pause and ask: “Would I judge someone else this harshly for the same thing?”

Probably not....

Make it easy.

You do not need to wrestle every thought to the ground. You just need to stop handing every anxious thought the microphone.

Try this:

The next time your mind starts spiraling, say:

“I notice I’m having an anxious thought.”

That wording matters. It reminds you that you are the observer, not the chaos.

# action steps



## **NOT EVERYTHING DESERVES YOUR ENERGY**

This shift can change your life faster than most people realize.

Many people feel drained not because everything is huge, but because they are reacting to everything like it is urgent, personal, or worthy of emotional investment.

Every comment, every text, every awkward moment, every request, every opinion, every weird tone in someone's voice. Honestly, It is exhausting, right?

Not everything deserves access to your peace.

You do not need to attend every argument you are invited to. You do not need to solve every problem, absorb every mood, or respond to every tiny disruption like it is a five-alarm fire.

### **WHAT TO DO IN THE MOMENT**

Before reacting, ask yourself:

“Does this need my attention, or is it just pulling at it?”

That question helps you decide whether something truly matters or is just noise.



# action steps

02

## NOT EVERYTHING DESERVES YOUR ENERGY

### EXAMPLES IN REAL LIFE

#### At home:

Someone in your house is grumpy. Their mood is not automatically your responsibility.

You can care without carrying it.

#### At work:

A coworker sends a message with a short tone. Instead of spiraling, ask: "Do I need to react to the tone, or just answer the actual question?"

Often, the second option saves a lot of unnecessary stress.

#### In a social setting:

Someone makes an offhand comment that rubs you the wrong way. Instead of replaying it all night and mentally writing a courtroom speech, pause and ask: "Is this important enough to address, or can I let it pass?"

Not every annoyance deserves a feature film in your mind.

A helpful reminder: Protecting your energy is not avoidance. It is wisdom.

Try this:

When something starts pulling at your peace, say:

"I do not need to react to everything." Then choose one of these:

- respond calmly
- respond later
- do not respond at all

Sometimes the most peaceful response is no performance, no panic, no extra drama. Just a quiet mental "no thank you."

# action steps



## **BOUNDARIES ARE A FORM OF SELF-RESPECT**

Boundaries are not mean. They are not rude. They are not selfish.

They are clear limits that protect your time, energy, emotional well-being, and mental peace.

A lot of people struggle with boundaries because they think being kind means always saying yes, always being available, always being understanding, and always making room for everyone else.

But if your kindness constantly comes at the expense of your peace, it is too expensive, don't you think?

Boundaries teach people what works for you and what does not.

### **WHAT TO DO IN THE MOMENT**

Start using simple, respectful boundary phrases like:

- "I'm not available for that."
- "That doesn't work for me."
- "I can't commit to that right now."
- "I need some time to think about it."
- "I'm going to pass."
- 

Notice none of these require a 12-slide presentation or a guilt apology tour.



# action steps

03

## BOUNDARIES ARE A FORM OF SELF-RESPECT

### EXAMPLES IN REAL LIFE

#### At home:

Someone keeps expecting you to handle everything because you usually do.

Try saying: "I need more support with this."

#### At work:

You are asked to take on one more thing when your plate is already full. This can be a difficult conversation, but if you recognize the anxiety this causes, try saying this: "I can help, but I need to know what should be deprioritized first."

#### In a social setting:

You are invited somewhere you do not want to go, or you feel pressured to stay longer than you want. It is OK to say no without the usual guilt trip.

Try: "Thanks for inviting me, but I'm heading out."

#### Important truth:

People may not always like your boundaries, especially if they benefited from you not having them before. That does not mean your boundary is wrong.

Try this:

This week, choose one place where you often say yes when you really mean no.

Replace your automatic yes with a pause, then say:

"I'll think about it", or "Let me get back to you."

That pause alone can save you from people-pleasing decisions you regret later.

# action steps

04

## REST IS PRODUCTIVE TOO

Rest is not laziness. It is maintenance.

You are not a machine, and even machines overheat when pushed too hard.

If you only allow yourself to rest once you are completely drained, overwhelmed, snappy, foggy, and running on emotional crumbs, you are waiting far too long.

Rest helps your mind reset.

It helps your body regulate.

It helps you think more clearly, respond more calmly, and function more effectively.

### WHAT TO DO IN THE MOMENT

Look for small ways to rest before burnout shows up.

Rest does not always mean a nap or a weekend away. Sometimes rest looks like:

- stepping outside for fresh air
- sitting in silence for 2 minutes
- putting your phone down (maybe even putting it on silent for an hour)
- drinking water
- stretching your body
- closing your eyes and taking slow breaths, breath in for 4, hold for 4, exhale for 4
- saying 'no' to one more thing
- Read 3 pages of a book
- listen to music
- cuddle your dog or cat for a few minutes...
- journal if that's your thing
- try a new recipe
- the list is only limited by your imagination :)



# action steps



04

## REST IS PRODUCTIVE TOO

### EXAMPLES IN REAL LIFE

#### At home:

If you have been pushing through all day, stop and sit down for five minutes without doing something “useful.”

Yes, that may feel suspicious at first. Just do it anyway. You’ll see what I mean.

#### At work:

Instead of powering through mental fatigue, take a short break and reset.

A calm brain often gets more done than a frazzled one pretending to be productive.

#### In a social setting:

If you start feeling overstimulated, excuse yourself to the washroom, step outside, or give yourself a quiet minute to regroup.

#### A better standard:

Do not ask, “Have I earned rest?”

Ask instead, “What do I need so I do not crash?”

That is a much healthier question.

Try this:

Build one tiny rest habit into your day:

- 3 slow breaths before opening your laptop
- 5 quiet minutes before bed
- a short walk after lunch
- no phone for 10 minutes after waking up

Small pockets of rest count. They matter more than people think.

# action steps



## **SMALL SHIFTS CREATE BIG CHANGE**

One reason people stay stuck is because they think change has to be dramatic to count. So they set giant expectations, get overwhelmed, and then feel like they failed when they cannot transform their whole mindset by Tuesday.

Real change usually happens through smaller, repeatable actions.

Tiny shifts are powerful because they are doable. They don't feel triggering.

Instead, they build momentum.

They help your nervous system feel safe instead of overwhelmed.

And, science has proven that habit stacking (small, easy & quick changes in your regular routine) create new neuro pathways in your brain, which increases your dopamine - our happy hormone! This in turn, makes small shifts easier and easier to accomplish!

### **WHAT TO DO IN THE MOMENT**

Instead of asking:

“How am I going to fix everything that needs fixing?”

Ask this:

“What is one small thing I can do differently today?”

This simple question lowers pressure and increases action.



# action steps

05

## SMALL SHIFTS CREATE BIG CHANGE

### EXAMPLES IN REAL LIFE

#### At home:

Instead of trying to become a totally new person overnight, start by changing just one thought pattern.

For example: replace “I’m terrible at this” with “I’m still learning this.”

#### At work:

Instead of trying to become instantly calm under pressure, start by taking one slow breath before answering stressful emails or responding to another situation.

#### In a social setting:

If social anxiety shows up, your small shift might be making eye contact, staying 10 minutes longer than usual, or starting one simple conversation.

#### Why this works:

Your brain responds well to consistency. Small actions repeated over time start to create new habits, new evidence, and new confidence.

#### Try this:

Pick just one small shift for the week:

- pause before reacting
- say ‘no’ once
- take 3 deep breaths when stressed (remember the box breathing? 4/4/4)
- stop apologizing for things that do not need an apology
- challenge one anxious thought each day

Do not underestimate simple things done consistently. That is where real change lives.

# action steps



## YOU CAN FEEL FEAR AND STILL MOVE FORWARD

A lot of people wait to feel ready before they take action. The problem is, ready is often a moving target.

Courage does not mean fear disappears. It means fear is present, and you decide not to let it make every decision for you. You're allowed to feel fear, just don't let it make the decisions for you. Fear shows up in many ways, here's a few and what to do:

You can feel nervous and still speak up.

You can feel unsure and still set a boundary.

You can feel awkward and still walk into the room.

You can feel anxious and still take the next step.

### WHAT TO DO IN THE MOMENT

When fear shows up, stop asking:

“How do I make this fear go away?”

Instead ask:

“What is the next small step I can take even though I still feel fear?”

That shifts your focus from elimination to movement. This is POWERFUL.



# action steps

06

## YOU CAN FEEL FEAR AND STILL MOVE FORWARD

### EXAMPLES IN REAL LIFE

#### At home:

You need to have a difficult conversation. You are nervous. Instead of avoiding it for three business years, write down your main point and say it simply.

#### At work:

You want to speak up, ask a question, or share an idea, but you feel intimidated.

Try saying one sentence instead of waiting until you feel perfectly confident. Because let's be real, the moment will pass and you'll wish you spoke up... Cue the rewind-play-rewind movie...

#### In a social setting:

You feel awkward going somewhere alone or meeting new people.

Your win may simply be showing up, smiling, and staying present.

#### A helpful truth:

Confidence often comes after action, not before it.

Every time you do something while feeling afraid, you teach yourself:

"I can handle discomfort."

That is a big deal, don't underestimate how powerful this really is!

Try this:

Use this sentence: (as often as you need to!)

"I can do hard things, even if I feel uncomfortable."

Then, take one small action before your brain talks you out of it.

# action steps



## **PROTECTING YOUR PEACE CHANGES EVERYTHING**

Peace is not just a nice idea. It is a standard.

When you start protecting your peace, you begin making different choices.

You become more aware of what drains you, what triggers you, what steadies you, and what actually helps you feel like yourself again.

Protecting your peace means paying attention to how people, places, habits, conversations, and commitments affect you.

### **WHAT TO DO IN THE MOMENT**

Start noticing:

- What leaves you feeling tense, drained, or scattered?
- What helps you feel calm, clear, and grounded?
- What do you keep saying yes to that costs you too much?
- What do you need more of?

Peace is not built by accident. It is built through choices. And you have the ability to choose.

If you're unsure in the moment, pause, take a few deep breaths and choose what feels right for you.



# action steps



## **07** **PROTECTING YOUR PEACE CHANGES EVERYTHING**

### **EXAMPLES IN REAL LIFE**

#### **At home:**

Protecting your peace may mean turning off notifications, going to bed earlier, or creating quiet time before everyone else needs something from you.

#### **At work:**

It may mean taking your break instead of skipping it, reducing unnecessary multitasking, or refusing to absorb everyone else's urgency.

#### **In a social setting:**

It may mean leaving earlier, limiting time with draining people, or not forcing yourself to perform when you would rather be genuine and not putting up a false appearance. This can be very draining. Just being authentic, brings more peace.

#### **A very important reminder:**

You are allowed to choose what supports your well-being, even if other people do not fully understand it.

#### **Try this:**

Ask yourself at the end of the day:

“What gave me peace today, and what took it away?”

That simple question helps you start living more intentionally.

The more you protect your peace, the less available you become for chaos, guilt, overthinking, and emotional exhaustion.

Frankly, that is a beautiful upgrade.

# action steps



08

## STRENGTH GROWS WHEN YOU REACH OUT

A lot of people have been taught, directly or indirectly, that asking for help means they are weak, incapable, or somehow falling behind.

But the truth is exactly the opposite.

Asking for help is not a sign that you are failing. It is a sign that you are human.

You are not supposed to know everything, carry everything, or figure out every challenge on your own.

Sometimes the strongest, healthiest thing you can do is admit that you need support, clarity, reassurance, or guidance.

That is not weakness. That is wisdom.

### WHAT TO DO IN THE MOMENT

When you feel stuck, overwhelmed, confused, or emotionally maxed out, pause and ask yourself:

“What kind of help could make this easier right now?”

Maybe you need:

- advice
- emotional support
- extra time
- a second opinion
- practical assistance
- clarification
- a break



The key is to be honest about what you need instead of forcing yourself to struggle in silence.

# action steps

08

## STRENGTH GROWS WHEN YOU REACH OUT

### EXAMPLES IN REAL LIFE

#### At home:

You do not need to keep juggling everything by yourself. Asking a partner, friend, or family member for support does not make you needy.

It makes you real.

#### At work:

If you are unclear on something, ask the question. It is far better to ask for guidance than to sit in stress, pretending you understand while internally spiraling and hoping for the best. This can cause anxiety to shoot through the roof, and often this can lead to procrastination - leaving things till the very last minute to complete.

#### In a social setting:

If you are feeling overwhelmed, anxious, or uncomfortable, it is okay to tell someone you trust, and maybe even step away for a moment.

You do not have to “push through” everything alone.

#### A helpful truth:

There is no prize for struggling in silence. Support can save time, reduce stress, improve outcomes, and remind you that you are not alone. Sometimes one honest conversation can lighten a load you were never meant to carry by yourself.

#### Just take one small step:

- ask a question
- send the text
- make the call
- speak up
- let someone know you need help

This one small shift can make all the difference.

# the end result

## **A MUCH HAPPIER, HEALTHIER YOU!**

You do not need to have everything figured out to begin feeling better starting today!

The way you think, respond, and care for yourself matters more than you may realize. Small shifts in mindset can change the way you experience your day, your relationships, your stress, and your sense of self.

Start with one shift. One boundary. One pause. One better thought. One calmer response.

Using proven techniques that are rooted in science to help you feel more calm, grounded and in control, will change your life dramatically.

You'll start laughing more, sleeping better, relationships will thrive (at home and work) and your days will flow with more ease and grace.

Who doesn't want that?

# thank you

Thank you so much for using this guide.

There is something powerful about choosing to pause, reflect, and invest even a few moments into your own growth and well-being. That matters more than you may realize.

My hope is that these simple mindset shifts help you feel calmer, stronger, and more supported as you move through everyday life. You do not need to have everything figured out to begin creating positive change. Small shifts, practiced consistently, can lead to a more peaceful mind, healthier relationships, and a life that feels lighter, steadier, and more aligned and happy.

I truly hope these tools support you in building a better life — one thought, one choice, and one shift at a time.

With gratitude,  
Linda Lylick

## Want to Dive Deeper?

CLICK HERE FOR YOUR  
FREE CLARITY CALL



A 30-minute clarity call is a simple, pressure-free way to connect, ask questions, and see what support might feel right for you.