

## STRESS & ANXIETY MANAGEMENT

# STRESSED? ANXIOUS?

## THE 3 ZEN STEPS TO MANAGE STRESS & ANXIETY AT WORK

THE 3 ZEN STEPS TO BALANCE AND  
FLOW, AND PEACE OF MIND.

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- THE ONE MINUTE EXERCISE TO REDUCE STRESS BY 50%
- AVOID BURNOUT AND HEALTH PROBLEMS
- THE 1 MINDSET TWEAK THAT WILL HELP YOU DEAL WITH STRESS AND ANXIETY MORE EFFECTIVELY



"I'M USING THIS TECHNIQUE WHENEVER I FEEL STRESSED NOW,  
AND IT REALLY HELPS!" JENNY WORTHINGTON - LITIGATOR

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# The 3 Zen Steps to Manage Stress and Anxiety

Stress and anxiety can feel overwhelming, but with a simple Zen technique, you can find relief quickly. This guide introduces a 3-step deep breathing exercise that has helped thousands manage their stress, improving both focus and emotional well-being. So here is the one-minute Zen exercise can help you reduce your stress level at work or home by 50% in 1 minute to succeed in the long run:

## Step 1: Take a Deep Breath

Take a slow, deep breath through your nose. Breathe deeply into your belly, letting it expand fully. This simple act centers you and shifts your focus away from the stressor, helping you connect with the present moment.



## Step 2: Notice the Pause

After inhaling, observe the natural pause between your inhale and exhale. This is the moment of stillness where your cardiovascular system slows down and your body finds balance. Connect to your center – the silence within. Be the watching consciousness, the observer of your thoughts, watching them without attachment. Visualize and focus on the desired outcome.

The pause is a reminder to ground yourself in the present, giving you a moment of clarity.

## Step 3: Let Go (Exhale)

Exhale slowly through your mouth. As you exhale, visualize the tension and emotional energy leaving your body, flowing freely from your belly through your throat as you're letting go. Release your stress with each breath. As you breathe deeply into your belly, the impulse to yawn may occur. Notice and allow it. Breathe even deeper and then let go.

Now, calmly evaluate the situation causing you stress and think of potential solutions from a place of clarity and balance. As you notice the pause between your breaths and thoughts, focus on the silence. Silence is the space between the notes that creates the music. A refuge for the weary soul. Spend time in silence. Alone.

“Just listen. Listen to the plants, the wind, the birds, the silence.” Aboriginal Wisdom



## Applying the Zen Mindset

By practicing this one-minute exercise, you can instantly reduce your stress level by 50% at work or home. Along with these steps, adopting a growth mindset will help you deal with challenges more effectively. When faced with stress, view it as an opportunity to learn and grow rather than an obstacle. Take a step back, and look at the bigger picture. Be the watching consciousness that notices and lets go, without holding on.

Shift your focus from the problem or challenge to the desired outcome and the solution how to get there. I call it Mental Tai Chi. Notice the negative. Let go. Focus on the positive. Visualize the desired outcome.

I find it helpful to do an accompanying tai chi move, rotating my upper body from my left to my right and back while drawing a figure eight with my hands circling each other in front of my body.

This technique, rooted in ancient wisdom, has been used by top performers to stay calm under pressure and thrive in demanding environments. You can use them to find balance, focus, and peace in your life.

To continue on your journey of stress and anxiety management, to prevent or heal burnout or trauma, you may find my stress management mini course Finding Balance helpful.

I love to hear from you, and what your experiences are applying this technique, so drop me a message on my insta [@balancewithingo](https://www.instagram.com/balancewithingo)

To schedule a free exploration session please visit my web page

[BalanceWithIngo.com](https://www.balancewithingo.com)

Take care of yourself and be well, because you're worth it.

Namaste. Kind regards.

Coach Ingo