

Step 1: Understand

HEALTHY TENSION WORKSHEET FOR BEING OPTIMISTIC AND BEING REALISTIC

Start by identifying **3 positive results** from focusing on each side and write them in these two boxes below.



POSITIVE RESULTS OF
BEING **OPTIMISTIC**

POSITIVE RESULTS OF
BEING **REALISTIC**



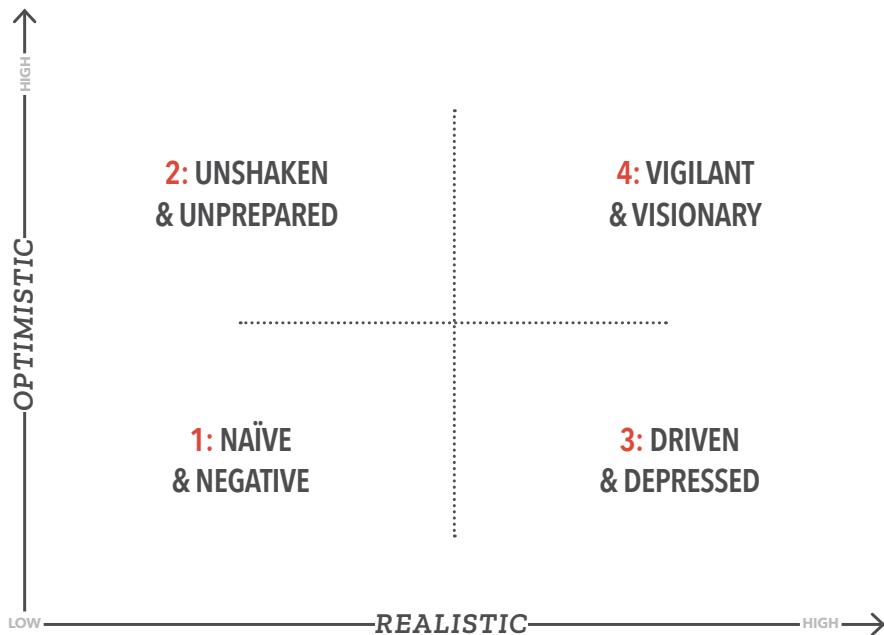
**NEGATIVE RESULTS
WHEN OVERDONE**

**NEGATIVE RESULTS
WHEN OVERDONE**

Identify **3 negative results** when each side is overdone to the neglect of the other in the two boxes above.

Step 2: Assess

BEING OPTIMISTIC AND BEING REALISTIC



What quadrant are you spending the most time in these days?

If you find yourself in Quadrant 1, 2 or 3, what are a few things you could **START** or **STOP** doing that would help you to spend more time in Quadrant 4?

If you find yourself in Quadrant 4, what are some things that you need to make sure you **CONTINUE** doing to stay in this quadrant in the season ahead? How can you leverage your ability to manage this tension well to help others around you at work and home move into this quadrant?

NOTES:

Step 3: Leverage

ACTION PLAN FOR BEING OPTIMISTIC AND BEING REALISTIC

Start by identifying **1 to 3 actions** you (and/or your team) can take to gain or maintain the positive results of each side.

ACTION STEPS:

What are things you do to gain or maintain **the positive results of optimism?**
What? Who? When?

ACTION STEPS:

What are things you do to gain or maintain **the positive results of realism?**
What? Who? When?

Identify **1 to 3 red flags** that serve as early warning indicators that a side is being overdone to the neglect of the other.

RED FLAGS:

What are early warning signs that you're **overfocusing on optimism to the neglect of realism?**
What? Who owns it? So what?

RED FLAGS:

What are early warning signs that you're **overfocusing on realism to the neglect of optimism?**
What? Who owns it? So what?