This program is designed to teach you information and skills you can use to manage your symptoms and feel better.
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The following guidelines will help you make the most of the program.

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<tr>
<th>Guideline</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Come Every Week</strong></td>
<td>You will learn more if you come every week, even when you don’t feel like it. Please don’t stay away if you are having a bad day. If you are unable to attend, please notify the instructor.</td>
</tr>
<tr>
<td><strong>Be On Time</strong></td>
<td>Please be on time so you will not interrupt the opening check-in and relaxation exercises which start promptly. If you must be late, please enter quietly.</td>
</tr>
<tr>
<td><strong>Be Active and Involved</strong></td>
<td>Try out new ideas and skills you learn about in class for at least 2 weeks. Decide when/where you will practice each week. If applicable, record your progress on the forms provided.</td>
</tr>
<tr>
<td><strong>Respect Others and Listen</strong></td>
<td>Respect other people’s privacy. At home, you can talk about the information and skills you learn, but don’t talk about other group members or what they say.</td>
</tr>
<tr>
<td><strong>Refrain from Giving Advice</strong></td>
<td>When sharing, refer only to your own experience.</td>
</tr>
<tr>
<td><strong>Dress Comfortably</strong></td>
<td>In this program you will be practicing meditation and mindful movement exercise. Please wear loose, comfortable clothing that will allow for ease of movement.</td>
</tr>
<tr>
<td><strong>Be Safe</strong></td>
<td>Follow guidelines for safe stretching when practicing mindful movement exercises in class and at home.</td>
</tr>
<tr>
<td><strong>Communicate with the Instructor</strong></td>
<td>If you are having difficulty understanding concepts taught in this class, talk to the instructor. He or she can help you work through any problem that arises.</td>
</tr>
<tr>
<td><strong>Program is Educational</strong></td>
<td>This program is not therapy. If at any time during the program you feel you need additional support or a referral to a therapist, please speak with your program facilitator.</td>
</tr>
<tr>
<td>Topic</td>
<td>Home Practice</td>
</tr>
<tr>
<td>-------</td>
<td>---------------</td>
</tr>
</tbody>
</table>
| **1 Getting Started** | • Body scan six days this week  
• Workbook: *Ways of Seeing, Nine Dots*  
• Suggested Reading: FCL: Introduction, Chapters 1-3, 5  
| **2 Perception and Creative Responding** | • Body scan six days this week  
• Workbook: *Complete Pleasant Events Calendar* for the week; one entry per day. *Mindfulness Exercises:*  
Mindfulness of routine activities: Pick several activities for the week.  
• Suggested Reading: FCL: Chapters 4-6  
| **3 Yoga, Mindful Movement and Attending to Pleasure** | • Alternate body scan with yoga 6 days this week.  
• Workbook: *Complete Unpleasant Events Calendar* for the week; one entry per day  
• Suggested Reading: FCL: Chapters 17-21  
• Sitting meditation with awareness of breathing: 15-20 minutes each day  
• Make an effort to “capture” your moments during the day. What pulls you off center?  
| **4 Relationship of the Meditation Practice to Stress and Pain** | • Alternate body scan with yoga 6 days this week.  
• Suggested Reading: FCL: Chapters 9, 23 and any chapters that relate to conditions you may have — e.g. chronic pain, anxiety  
• Sitting meditation with awareness of breathing, sensations, body as a whole: 20 minutes each day  
• Be aware of stress reactions and notice how you respond to them.  
| **5 Mindfulness, Thoughts and Emotions** | • Sitting with awareness. Alternate sitting meditation tape with either body scan or yoga.  
• Workbook: *Feeling Words, Thinking Distortions, Awareness of Stressful Communications Calendar* (one entry per day)  
• Suggested Reading: FCL: Chapters 16, 28  
• Bring awareness to moments of reacting and explore options for responding with greater mindfulness and creativity.  

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The table above outlines the topics and home practices for each section of the course. Each section includes instructions for mindfulness and body scan exercises, as well as suggested readings from the text *FCL*. The home practice activities vary from week to week, focusing on different aspects of mindfulness and meditation. The goal is to help students develop a deeper understanding of mindfulness through practical exercises and readings.
### 6 Stressful Communications & Mindful Skills to Work with Them
- Communications Styles
- Communication Calendar
- Healthy Communication Skills
- Aikido of Communication
- Sitting meditation, body scan, and yoga: 6 days this week
- Workbook: *Food and Moods*
- Suggested Reading: *FCL* Chapters 7-9, 26, 29-31, pps. 371-375
- Observe your communication style this week.
- Pay attention to what you take in; where it comes from, how much, with particular attention to the effects.

### All-Day Retreat
- Discussion of All-Day Retreat
- Practicing Healthy Habits
- Practice the formal meditation practice on your own as best you can six days this week.
- Suggested reading: *FCL*, Chapter 36
- Informal practice (mindfulness in daily life) in preparation for when the course is over
- Pay attention to what you put into your body: how much, when, what, how often, fat content, cholesterol content. Know sources of food.

### 7 Cultivating Self-Reliance
- Discussion of All-Day Retreat
- Practicing Healthy Habits
- “It is courageous to dedicate the rest of your life to opening your heart.”
  — Pema Chodron

### 8 The End and the Beginning
- Large Group Discussion
- Community Resources
- Completing Forms
- “It is courageous to dedicate the rest of your life to opening your heart.”
  — Pema Chodron
Young Women or Old Woman?

Man Playing Saxophone or A Woman’s Face?
NINE DOTS EXERCISE

Connect all nine dots below using exactly four straight lines. Do not lift your pen off the paper or retrace over any of the four lines.
MINDFULNESS EXERCISES

Perform each one of the following activities mindfully. Be conscious of your body and mind while remaining aware of the task. Do not try to rush through the task. Consider each task the most important task in life, deserving of your special attention and focus. If your thoughts begin to drift away, acknowledge it and gently bring your attention back to the physical sensation of the task at hand.

Making Tea  Tying Your Shoes

Washing Your Hands  Brushing Your Hair

Taking a Walk  Folding the Laundry
Yoga is a mind-body discipline that has been practiced for centuries by people of all ages. The Indian sage Patanjali outlined the basic principles more than 2,000 years ago. Yoga practice includes specific postures and breathing techniques. The word “Yoga” means union or harmony and implies a bringing together or unifying of body, mind, and spirit.

Yoga improves circulation and flexibility. It is effective in combating stress and promoting deep relaxation. People have used yoga techniques to train for athletic competitions, prepare for childbirth, manage stress, and increase vitality. The practice of yoga has been a part of meditation, Lamaze breathing, and physical training for many years.

Practical Cautions and Hints

1. Wear comfortable, non-binding clothing (no tight jeans, belts or buckles.) Be barefooted or in socks if it is cold.

2. Start slowly and gently to allow your body to warm up and move naturally into the various poses.

3. Practice on an empty stomach. Try not to eat for at least two hours before practicing.

4. Remember that your body is different from anyone else's! Everyday your body will have a different potential for range of motion, flexibility, strength, and endurance. Listen to your body. Don't be in a hurry. Better to do a few postures carefully and well, than to try and rush to do too many for the time you have.

5. Never bounce when stretching. Passive stretching, using the breath to gently breathe into the posture, will not only give you better results, but will help to prevent injury.

6. Learn to discriminate between pain and the slight discomfort of a good stretch or a new, unfamiliar movement. If there is real pain either during or after a posture, then you are doing something wrong! Check with your instructor immediately. Remember that any posture can be modified or enhanced in some way to keep you from injury or pain.

7. Don't hold a position longer than it is reasonably comfortable to do so. Never be afraid or embarrassed to come out of a posture before your instructor or fellow practitioners do, if you feel uncomfortable.

8. Move slowly and carefully into a posture and come out of the posture in a SLOW, and mindful way. Try to be graceful, like a dancer. Then your yoga practice can be a “movement meditation.”

9. Rest your attention mindfully upon your yoga practice as you move or rest in stillness. Notice the sensation of the movement, stillness, or breath. When you notice your attention has wandered, gently guide it back to the practice.

10. Remember to breethe! Inhale or exhale coming into or out of the posture. Breathe normally while in the posture. Use the breath to help you relax while in the posture. With normal exhalation, try to relax just a little bit more — but don't strain or pull, just relax, breathe, and enjoy the stretch!

continues on next page
11. Be sure to tell your instructor of any serious personal health problems, like neck, back, or knee injuries, heart disease, high blood pressure, recent surgery, etc.

12. Always pause for a few moments between the poses, and rest mindfully for a few minutes at the close of a practice session. This gives your body time to receive and integrate the effects of the movements.
SEQUENCE OF YOGA POSTURES
LYING DOWN

both sides

both sides

both sides

both sides

both sides
SEQUENCE OF YOGA POSTURES
STANDING

1. Full posture
2. Arms raised
3. Arms outstretched
4. Arms raised, both sides
5. Arms outstretched, both sides
SEQUENCE OF YOGA POSTURES
STANDING

shoulder rolls: do in forward, then backward directions

raise up

squeeze together in front

let drop

squeeze together in back

neck rolls: do in one direction, then the other

10

11

12

13
SEQUENCE OF YOGA POSTURES
STANDING

both sides

both sides

both sides

14
15
16
17
18
19

PAGE 14
SEQUENCE OF YOGA POSTURES
STANDING

both sides

20

21

22

23

24

repeat 22 to 24 on other side

25
INTRODUCTION TO TAI CHI

The Origins of Tai Chi

Tai Chi is a “soft” or “internal” martial art, which originated in China hundreds of years ago. Stories of its actual origin combine fact and legend.

It is said that about 220 AD, a Chinese doctor named Hua-Tuo developed a series of exercises for mental and physical discipline based on imitations of the movements of five animals: the tiger, the deer, the bear, the ape, and the bird. Later, in the 14th or 15th centuries, a Taoist monk, Chang San-feng, took these animal movements and incorporated the principles of yin-yang and internal energy to create a set of postures out of which Tai Chi evolved.

For centuries, Tai Chi was taught secretly through family lines and was not available to the general public. Through the years, several different styles and variations of Tai Chi emerged. They all incorporate the same principles of promoting the flow of internal energy, and balancing yin and yang.

After World War II, many Tai Chi teachers moved to Taiwan and Hong Kong, and some later came to the United States to teach. The most popular style in the United States has been the Yang Style. Tai Chi Chih is a gentle modified form of Tai Chi with 20 basic movements. The movements in Tai Chi Chih are so gentle, almost anyone can do them.
Benefits of Tai Chi

Although Tai Chi is considered a martial art and does have self-defense applications, most people today practice it for its health benefits. By harmonizing the mind, body and breath, Tai Chi improves the circulation of the body's internal energy or chi, and balances yin and yang.

According to Chinese medical theory, if the yin and yang of the body are balanced, and the chi and blood are strong and flow smoothly, the body will be healthy. Many things can interfere with that balance (e.g. diet, illness, emotions, and external conditions). Tai Chi or Tai Chi Chih practice can help re-establish harmony and health by stimulating the chi and blood to flow smoothly and by calming the nervous system.

Tai Chi helps to improve concentration, enhance mind-body coordination, improve balance, and reduce stress. With regular practice, by calming the mind and relaxing the body, it can help to create a more stable state of inner tranquility and peace. Tai Chi has also been reported to improve health in many chronic conditions such as high blood pressure, asthma, and arthritis — reducing pain and increasing flexibility.

A Short Glossary

Following are brief definitions of common terms related to Tai Chi:

Chi: This term refers to the intrinsic energy of the body. The practice of Tai Chi will activate and circulate this energy throughout the body.

Tan Tien: An area located about three inches below the navel and considered the center of vitality of the body, the “sea of energy.” It is here that the Chi is stored and nourished, and it is from here that the Chi moves to permeate the entire body. In Tai Chi, we try to facilitate that process by “sinking the Chi down to the Tan Tien.”

Sung: A word meaning relaxation, but it means much more than our usual understanding of being relaxed. In Sung the joints are open and the whole body is flexible, agile and fluid, yet stable and well grounded.

Yin: The receptive/gentle (female) principle in Chinese philosophy. Earth, moon, water, wind and lake are “yin.”

Yang: The creative/active (male) principle in Chinese philosophy. Heaven, sun, fire, thunder, mountain are “yang.”

"Introduction to Tai Chi" adapted with permission from Tai Chi Overview by Judith Chambliss, Tai Chi Master, Instructor, Cloud Hands Northwest, 1994.
INTRODUCTION TO CHI KUNG (QI GONG)

Chi Kung is a sequence of movements that originated in China long before written history. It was widely practiced during the Chou Dynasty, 1122 – 255 B.C. Its function was to promote the flow of Chi or “vital life energy” throughout the body. According to myth and legend, the practice of Chi Kung aided the primitive Chinese people in preventing illness, enduring extreme hardship, and speeding recovery from injury or illness. Chi Kung is practiced today as a healing art to promote health, healing, balance, energy, awareness, and relaxation.

Chi (or Qi) literally means: breath, health, air and weather. Chi also means constitution or life-giving force. You can’t see chi, but in Chinese theory it is usually understood as the vital energy of the body. Kung (or Gong) means to nurture, cultivate or engage in. Kung means to practice, train, enhance and refine; it also implies commitment and devotion. In Chinese literature, Kung means merit, achievement, and good results. While Chi represents the “internal” energy of the body, Kung is the external practice of the art that you can see with the movements of the hands, body, and feet. Following are basic principles of Chi Kung practice:

• Start from stillness — the intention is to still the mind while promoting the flow of Chi throughout the body.
• Try to maintain an alert, focused, but calm state. Chi Kung is mindfulness in motion: movement within stillness; stillness within movement.
• Movements are performed slowly, in a relaxed manner. Focus on softness, continuity, and awareness of the breath.
• As much as possible maintain an attitude of “non-striving.” Not striving to achieve a certain movement or range of motion; rather to be present in the movement without strain, pain or tension.
• Practice chi kung and movements equally on both sides of the body.
• According to Chinese philosophy, balancing Yin and Yang, rest and motion, strength and softness, is the way of nature and health.
• Cultivate an attitude of acceptance of the present moment. Thich Nhat Hahn, a modern day Vietnamese teacher, suggests we practice “internal smiling” to help develop internal calm and acceptance of what is.

• Preparation for Daily Practice:
  Try to identify a consistent time and quiet environment where you will not be disturbed. Begin in Basic Posture with centering and awareness of breath.
GENTLE STRETCHING GUIDELINES*

Gentle daily stretching promotes relaxation, improves flexibility, and enhances your overall sense of well-being.

The following are a series of exercises adapted from Tai Chi to “warm up” and relax major joints and surrounding muscles. All of the movements should be performed slowly with attention to your breath. Stretch only to the point of gentle resistance, not pain. Listen to your body.

Guidelines for Safe Stretching:

1. Begin and end exercise sessions in basic posture with several deep breaths.
2. Start very slowly and gently. Move twice as slow as you think you should.
3. Stretch to the point of gentle resistance, not pain. The object of stretching is to warm your body and relax it. This is not a competition with yourself or anyone else.
4. Learn to discriminate between pain and the slight discomfort of a “good” stretch or a new, unfamiliar movement. If you have real pain, either during or after an exercise, modify the movement or number of repetitions so it doesn’t cause you discomfort.
5. Never be afraid or embarrassed to stop doing an exercise if you feel uncomfortable. (Only you know your body.)
6. Be sure to exercise both sides of your body equally. If you have pain or limited range of motion on one side, do what you can.
7. Keep breathing during the stretches.
8. Avoid exercise entirely right after acute injury.
9. Stretching should be done daily. In addition, strengthening and aerobic exercise, at least three times a week, can help improve your general health and energy.
10. Consult your physician or physical therapist if you have questions regarding strengthening or aerobic activity and how to proceed.

* Adapted from Tai Chi practice warm-ups, permission granted to Kaiser Permanente from Judith Chamblis, Cloud Hand Northwest, 1990.
The Fight-or-Flight Response

Relaxation Response (Parasympathetic Nervous System)
- Heart Rate
- Pulse
- Blood Vessel Size
- Blood Pressure
- Deep/Abdominal Breathing
- Digestive Action
- Muscle Contraction/Tension
- Skin Temperature

Stress Response (Sympathetic Nervous System)
- Heart Rate
- Pulse
- Blood Vessel Size
- Blood Pressure
- Shallow/Chest Breathing
- Digestive Action
- Muscle Contraction/Tension
- Skin Temperature
THE STRESS-REACTION CYCLE

External Stress Events
(stressors)

Perception
Appraisal

Cardiovascular
Musculoskeletal
Nervous System
Immune System

Internal Stress
Events

fight or flight
alarm reactivity

Stress Reaction
hypothalamus
pituitary
adrenals

Internalization:
inhibition of the
stress reaction

Disregulation:
chronic hyperarousal
HBP
arrhythmias
sleep disorders
chronic headaches, backaches
anxiety

Maladaptive
Coping

self-destructive
behaviors:
overworking
hyperactivity
overeating

substance dependency:
drugs
alcohol
cigarettes
caffeine
food

Breakdown

physical/psychological
exhaustion
loss of drive, enthusiasm
depression
 genetic predispositions
heart attack
COPING WITH STRESS: RESPONDING VS. REACTING

External Stress Events
(stressors)

Cardiovascular
Musculoskeletal
Nervous System
Immune System

Internal Stress Events

Perception
Appraisal

mindfulness: appraisal of thoughts, feelings, and perceived threats
awareness
relaxation

fight or flight
alarm reactivity

Stress Reaction
hypothalamus
pituitary
adrenals

acute hyperarousal
BP ↑, pulse rate ↑

Internalization:
inhibition of the stress reaction

chronic hyperarousal
HBP
arrhythmias
sleep disorders
chronic headaches, backaches
anxiety

Disregulation:

Maladaptive Coping
self-destructive behaviors:
overworking
hyperactivity
overeating

substance dependency:
drugs
alcohol
cigarettes
caffeine
food

Breakdown
physical/psychological exhaustion
loss of drive, enthusiasm
depression
gene tic predispositions
heart attack

possible arousal, but also an awareness of the body: muscle tension, breathing, awareness of the full context, emotion-focused strategies, problem-focused strategies, seeing new options, quicker recovery of mental equilibrium and homeostasis, calmness and balance of mind
What are thinking distortions?
Very quick, automatic patterns of thinking that you have about yourself, others, or life in general.

<table>
<thead>
<tr>
<th>What are they like?</th>
<th>Negative</th>
<th>Judgmental</th>
<th>Exaggerated</th>
<th>Inflexible or rigid</th>
<th>Usually very convincing</th>
</tr>
</thead>
</table>

| What do they do? | Distort reality. | Contribute to feelings of anxiety, stress, depression, anger, helplessness, distrust, hopelessness, or fear. |

| What is needed to change thinking distortions? | Develop skills for becoming aware of automatic thought patterns that fuel distress. | Learn to release yourself from mindless, ruminative thinking. |

| How can mindfulness practice help? | Shift your attention to observation — just observation. | Observe your breath for 6 breaths. | Observe your mood or feeling. | Observe your thoughts. | Notice if you can choose between fueling your distress with more habitual thinking or bringing a sense of kindness and compassion to what you are observing, and engaging in another activity as needed. |

| Other terms for Thinking Distortions: | Irrational Thoughts — Albert Ellis, PhD | Automatic or Dysfunctional Thoughts — Aaron Beck, MD | Cognitive Distortions — David Burns, MD | Pessimistic Self-Talk — David Sobel, MD |
THINKING DISTORTIONS

This is a list of some of the more common kinds of unhelpful thinking patterns. Remember that everyone uses these some of the time. Many of them are similar to each other. It’s more important to be able to “spot” them in your thinking than to distinguish them from one another.

1. Overgeneralization  You believe that because you’ve had one bad experience, the bad experience will always repeat itself in similar situations. Words like never, always, all, every, none, nobody, everyone are tip-offs.
   Example: “Nobody has anxiety like me.” “These skills will never work for me.” “I’ll always be this awkward and anxious.” “I’m afraid to leave the house so I’ll probably never be able to attend my daughter’s wedding.”

2. Either/Or Thinking  (Also known as Polarized Thinking). Believing situations are either wonderful or terrible. You are either perfect or worthless.
   Example: “Either I’m anxiety-free or I’m unable to function.” “If I can’t get totally over my anxiety, then I’ve wasted this class.”

3. Rejecting the Positive  You focus on the negative and find reasons to devalue positive experiences or compliments.
   Example: “Yeah, I got through it, but look how anxious I was.” “I’ve made progress despite my anxiety, but what’s the big deal? Anyone could have done that.”

4. Focusing on the Negative  Selectively paying attention to the negative in a situation and disregarding the positive.
   Example: “I can’t concentrate as well when I’m anxious.” “My voice and hands shake when I speak.” “I’m still anxious some times.” “Even though I made it through the flight, I still had a lot of fear so I’m obviously not getting better.”

5. Thinking Feelings are Facts  You believe that what you feel about life, situations, and people must be true.
   Example: “I feel so inferior. I must not be as good as others.” “I feel hopeless. My anxiety will never get better.” “I feel in danger so I must really be in danger.”

6. Expecting Perfection  Making inflexible demands of yourself or others about how you “should” / “must” / “ought to” act. There is no allowance for variations in situations or changing conditions.
   Example: “I can’t trust myself. I need to check and recheck my work in case I make a mistake.” “I shouldn’t feel anxious about this or to this degree.” “I ought to be able to do this without anxiety.”

7. Name-calling  Labeling yourself or others with a negative name or stereotype.
   Example: “I’m a loser.” “I’m like a frightened child.” “I must be going crazy.” “Only babies are afraid of spiders – therefore I am a baby.”

8. Feeling Controlled  Believing that you can’t influence the most important things in your life. This belief can lead to blaming situations or others for your unhappiness.
   Example: “My anxiety just gets triggered and I have no control over it.” “What happened to me caused my anxiety and now there’s nothing I can do to make it better.”
9. **Feeling All-responsible** Believing you have control and responsibility for everything and everybody. You must fill every need and comfort every hurt; if you don’t, you feel guilty. This thinking results in blaming yourself.

   *Example:* “If only I did the right thing, I would never, ever feel anxious or worried about anything.” “When I have more anxiety than is needed, it’s completely my fault and my choice. No other factor plays a role.”

10. **Hoping for Heaven’s Reward** Expecting that personal sacrifice and self-denial will “pay off” in appreciation or returned favors. When this doesn’t work, you feel resentful, hurt, or disappointed.

   *Example:* “I confronted a fearful situation and I’m not anxiety-free. That’s not fair.” “My family doesn’t appreciate how much progress I’ve made.”

11. **Comparing Worth** Thinking you are not good enough unless you are “as good as” someone else in all areas.

   *Example:* “My spouse doesn’t get anxious like this. What’s wrong with me?” “Why can’t I just be like ___________________?” “Everybody else is less anxious than me.”

12. **Always Expecting Disaster** You notice or hear about a problem or situation and anticipate the worst possible outcome.

   *Example:* “Anxiety is terrible, intolerable. I can’t live if I have to cope with anxiety!” “If I get anxious, it will be a disaster!” “Something horrible will happen at any time and the only way to be prepared is to always expect the worst.”

13. **Predicting the Future** You make a negative prediction about how something will turn out or how someone will act.

   *Example:* “I’ll always be this anxious no matter what I do.” “I’ll never get better.” “I won’t be able to do this.” “This class won’t help.” “Others will reject me.” “I’ll fail miserably.” “If I drive down or even think about the street where I had my accident, I’ll probably have a nervous breakdown.”

14. **Believing You Can Read Minds** Thinking you know what someone else is thinking or feeling without checking it out.

   *Example:* You decide not to ask a friend for help because s/he will say no anyway. You see a friend at the supermarket and she doesn’t say hello, so you decide she doesn’t like you. “They all know I’m anxious.” “They’re thinking something’s wrong with me.” “They think I’m weak or crazy or weird.”

This section is based on the ideas of several writers. Albert Ellis, PhD, originated a list of Irrational Thoughts including catastrophizing and shoulds. Aaron Beck, MD, originated the concept of automatic thoughts, the term “distortions,” the idea of core beliefs, and the practice of recording thoughts, distortions, and moods. David Burns, MD, wrote *Feeling Good*, a useful application of Beck’s theories. Other authors have expanded on these concepts. The class reference list identifies books that provide more information on these ideas.
Which common Thinking Distortions can you identify in the statements below?

<table>
<thead>
<tr>
<th>Common Thinking Distortions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Overgeneralization</td>
</tr>
<tr>
<td>2. Either/Or Thinking</td>
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<td>3. Rejecting the Positive</td>
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<td>4. Focusing on the Negative</td>
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<td>6. Expecting Perfection (“Shoulds”)</td>
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<td>7. Name-calling</td>
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<td>9. Feeling All-responsible</td>
</tr>
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<td>10. Hoping for Heaven’s Reward</td>
</tr>
<tr>
<td>11. Comparing Worth</td>
</tr>
<tr>
<td>12. Expecting Disaster</td>
</tr>
<tr>
<td>13. Predicting the Future</td>
</tr>
<tr>
<td>14. Believing You Can Read Minds</td>
</tr>
</tbody>
</table>

a: My back hurts so bad this morning; I’ll never get anything done. I don’t know why I even try.

b: I’ve been looking forward to my sister Angela visiting all week, and now she called and cancelled. My family is just too busy to care about me.

c: It’s been so lonely since Mary left. I’ll never feel happy again.

d: I’ve worked overtime all week to get this report in on time, and this is the thanks I get!!

e: I’m sorry you didn’t enjoy dinner. I should have remembered you don’t like noisy places.

f: My son’s teacher called again today. If I were a better parent he wouldn’t be having all of these problems.

g: It looks like our weekend plans are ruined. After all my planning for the family reunion picnic, the rain will mess up everything.

h: John is so disappointed that he didn’t get selected for the soccer team. I should have practiced with him and encouraged him more…
FEELING WORDS

Words of Happiness: I feel…
- Excited
- Touched
- Pleased
- Lucky
- Cheerful
- Joyful
- Complete
- Lighthearted
- Content
- Relieved
- Comfortable
- Delighted
- Restored
- Optimistic
- Satisfied
- Hopeful

Words of Unhappiness: I feel …
- Sad
- Disappointed
- Pessimistic
- Regretful
- Hurt
- Wounded
- Lost
- Abandoned
- Crushed
- Rejected
- Burdened
- Guilty
- Tearful
- Bitter
- Hopeless
- Miserable
- Lonely
- Depressed
- Tired
- Bored
- Worn-out
- Helpless
- Exhausted
- Negative

Words of Anger: I feel …
- Provoked
- Exasperated
- Insulted
- Annoyed
- Impatient
- Frustrated
- Vengeful
- Irritable
- Mad
- Aggressive
- Enraged
- Disgusted

Words of Anxiety: I feel …
- Cautious
- Hesitant
- Self-conscious
- Worried
- Embarrassed
- Suspicious
- Afraid
- Distrustful
- Rushed
- Caught
- Threatened
- Anxious

Other assorted feelings: I feel…
- Confident
- Interested
- Mischievous
- Skeptical
- Curious
- Apologetic
- Puzzled
- Disconnected
- Envious
- Determined
- Ignored
- Disheartened
- Obstinate
- Rejected
- Misled
- Humiliated
Empathy is a respectful understanding of what others are experiencing. The Chinese philosopher Chuang Tzu said that true empathy requires listening with the whole being:

“The hearing that is only in the ears is one thing. The hearing of the understanding is another. But the hearing of the spirit is not limited to any one faculty, to the ear, or to the mind it demands the emptiness of all the faculties. And when the faculties are empty, then the whole being listens. There is then a direct grasp of what is right there before you that can never be heard with the ear or understood with the mind.”

In relating to others, empathy occurs only when we have successfully shed all preconceived ideas and judgments about them. The Austrian born Israeli philosopher Martin Buber describes this quality of presence which life demands of us: “In spite of all similarities, every living situation has, like a newborn child, a new face, that has never been before and will never come again. It demands of you a reaction, which cannot be prepared beforehand. It demands nothing of what is past. It demands presence, responsibility; it demands you.”

The presence that empathy requires is not easy to maintain. “The capacity to give one’s attention to a sufferer is a very rare and difficult thing; it is almost a miracle,” asserts French writer Simone Weil... Instead of empathy, we tend instead to have a strong urge to give advice or reassurance and to explain our own position or feeling. Empathy, on the other hand, requires focusing full attention on the other person’s message. We give to others the time and space they need to express themselves fully and to feel understood. There is a Buddhist saying that aptly describes this ability: “Don’t just do something, stand there.”

<table>
<thead>
<tr>
<th>Has this issue been resolved yet?</th>
<th>How might it be?</th>
</tr>
</thead>
<tbody>
<tr>
<td>How did you feel during and after this time?</td>
<td></td>
</tr>
<tr>
<td>What did the other person(s) want?</td>
<td>What did (s)he actually get?</td>
</tr>
<tr>
<td>What did you really want from the person or situation?</td>
<td>What did you actually get?</td>
</tr>
<tr>
<td>Describe the communication.</td>
<td></td>
</tr>
<tr>
<td>With whom?</td>
<td>What was the subject?</td>
</tr>
</tbody>
</table>

**Instructions:** For one week, be aware of one difficult or stressful communication each day while it is happening. Record the details of your experience on the calendar below.
<table>
<thead>
<tr>
<th>Describe the communication.</th>
<th>With whom?</th>
<th>What was the subject?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Has this issue been resolved yet?</td>
<td>How might it be?</td>
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<td></td>
</tr>
<tr>
<td>What really want from the person or situation?</td>
<td>What did you actually get?</td>
<td></td>
</tr>
<tr>
<td>How did the difficulty come about?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THURSDAY</td>
<td>FRIDAY</td>
<td>SATURDAY</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNICATION STYLES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BELIEF</strong></td>
</tr>
<tr>
<td><strong>PASSIVE</strong></td>
</tr>
<tr>
<td><strong>ASSERTIVE</strong></td>
</tr>
<tr>
<td><strong>AGGRESSIVE</strong></td>
</tr>
</tbody>
</table>
Key Points

1. Plan ahead when you want to bring up an issue, by thinking out your own ideas and setting a time to talk with the other person.

2. Start with an attitude of respect shown in your tone of voice and body language.

3. Describe the issue in factual, neutral, unexaggerated language, using only the present or most recent example.

4. Focus on your feelings rather than blaming, judging or interpreting the other person. This fosters communication because the other person won’t need to defend her/himself.

5. Tell how what you think about the situation (your opinion or interpretation) leads to how you feel.

6. Describe how the situation affects you (the consequence).

7. Suggest a specific solution stated in a positive way.

8. Pitfalls: Reporting anger when your actually having more vulnerable feelings
   Expressing an opinion instead of a feeling
   Forgetting to be specific and positive

9. Discuss and come up with alternative solutions as needed.

Sample “I” Statements

- **When** … (describe situation, “just the facts”)
- **I feel** … (emotion named in one word)
- **Because** … (express your opinion or perspective that links the situation with your feeling OR describe the effect/consequence the situation causes for you)

- **I**
  - need ...
  - want ...
  - wish ...
  - would like ...

**Example:** When you get home from work two hours later than you said,
I feel anxious and worried,
because I think you’ve been in an accident.
I would like you to call me when you know you’ll be late.
Scenario (Holiday Plans): Partner A agreed to an invitation to her/his parents’ home without checking with Partner B. Partner B is upset.

Working together with your small group, write an “I” statement for Partner B. Use the format suggested in class.

1

When ____________________________________________________________
______________________________________________________________
______________________________________________________________
I feel ___________________________________________________________
______________________________________________________________
Because _________________________________________________________
______________________________________________________________
And I want/would like ____________________________________________
______________________________________________________________

2

When ____________________________________________________________
______________________________________________________________
______________________________________________________________
I feel ___________________________________________________________
______________________________________________________________
Because _________________________________________________________
______________________________________________________________
And I want/would like ____________________________________________
______________________________________________________________
Moods can affect your eating habits. When under stress, many people — intentionally or unintentionally react by:

- Overeating
- Skipping Meals
- Drinking too much caffeine
- Resorting to “junk” and “empty-calorie” foods

Smoking more cigarettes
- Drinking more alcohol
- Eating quickly, “on the run”

To add to the problem, this occurs at a time when your body needs to call on additional, not depleted, resources. The following are suggestions to help balance your diet and moods:

1. Don’t skip meals. Even a small amount of nourishing food for breakfast can give you a better start on your day.

2. Take a moment before eating to relax and breathe deeply.

3. Eat slowly and chew well; not while you are standing, on the run, or in the car.

4. Enjoy a variety of foods. Include vegetables and fruits, whole grains, nuts, seeds, beans, and dairy products in your diet.

5. Eat a number of small meals throughout the day. Eat in response to hunger, rather than when you are depressed, bored, tired, anxious, angry, or to distract yourself from pain.

6. Relax a while after eating; then do some light exercise like walking to help digest and circulate the nutrients.

7. These foods can contribute to feelings of depression and stress. Use them in moderation.
   a. **Sugar**: especially refined sugar, corn syrup, soft drinks, cookies, cake pies and chocolate. Simple sugars are absorbed directly into the blood and cause the glucose level to rise rapidly, then fall rapidly a short time later.
   b. **Caffeine**: including coffee, black tea, chocolate, and some soft drinks. Caffeine is a stimulant that increases muscle tension and blood pressure. Large amounts can mimic the fight or flight response causing symptoms such as anxiety, restlessness, irritability, sleep disruptions, heart palpitations, and digestive problems.
c. **Nicotine:** acts both as a stimulant and tranquilizer, but both effects are short-lived, leaving the user more depressed and/or anxious than before smoking.

d. **Alcohol:** high in calories and without nutritional value. Actually a depressant, it may contribute to depressed mood and sleep difficulties. If used within 2 hours of bedtime it can disrupt sleep by decreasing deep sleep and dream stages. (Moderate use is viewed as one to two drinks per week and no more than one per day.)

8. When you can’t eat a variety of foods daily, you may benefit from taking vitamin and mineral supplements. B and C vitamins are thought to be especially helpful during times of stress.

9. Read ingredient labels for additions such as salt, sugar and artificial flavorings, stabilizers and preservatives. In general, the more processed and chemically treated the food, the less nutritional value it holds. Use fresh, seasonal foods instead.

- Become aware of the many other ways you “nourish” yourself. Develop habits of choosing what you take in:
  - **TV, listening to music, or reading:** Does the media you expose yourself to enhance or deplete your mood and feelings about yourself, others and the world?
  - **Social contacts:** Are you involved in relationships which nurture and support you? Although we all need to cope with difficult people or situations at times, do you find yourself giving more of your attention and energy to the “negative” people in your life?
  - **Your environment:** Are you taking time for solitude? —time away from the daily influx of noise, traffic, appointments and errands — time to take in the sounds, smells and beauty of the natural world.

- Start with small, gradual changes. Give your body, mind and lifestyle time to adjust. Small steps increase the likelihood of success. Success builds on success. Small, realistic goals may help you to eliminate the cycle of guilt or self-blame and its associated stress when your latest “New Year’s Resolution” is unsuccessful. If you make choices that are not consistent with your goals, simply return to healthier choices as soon as possible.
FUTURE READINGS

RECOMMENDED RESOURCES FOR MINDFULNESS TRAINING

Community Resources
Check your local telephone directory under Yoga and with your local health clubs and community college.

Kaiser Permanente Resources
Many facilities offer yoga classes. Check with your local Health Education Department or log on to members.kp.org.

MEDITATION GROUPS

Spirit Rock Meditation Center
Insight Meditation Center West
5000 Sir Francis Drake Blvd.
Woodacre, CA 94973
http://www.spiritrock.org/community
415-488-0164 (ext 302 to be placed on mailing list)
Spirit Rock offers Monday night meditation classes, talks and discussion. One day weekend retreats and residential retreats are also available. The newsletter lists additional meditation groups in the surrounding area.

MEDITATION NEWSLETTERS

Mindfulness Bell
The Community for Mindful Living
PO Box 7355
Berkeley, CA 94707
http://www.mindfulnessbell.org
to order online or mailed newsletter:
http://www.mindfulnessbell.org/subscribe.php

Science for the Greater Good: The Science of a Meaningful Life
http://www.greatergood.berkeley.edu

Mindful (Magazine
http://www.mindful.org/mindful-magazine.com

The Inquiring Mind
PO Box 9999
North Berkeley Station
Berkeley, CA 94709
http://www.inquiringmind.com

Spirit Rock Newsletter
Spirit Rock Meditation Center
Insight Meditation Center West
PO Box 909
Woodacre, CA 94973
415-488-0164 (ext 302 to be placed on mailing list)
http://www.spiritrock.org
MEDITATION TAPES AND BOOKS

Kaiser Permanente
Health Education Center
Check the Health Education Center at your local facility.

Parallax Press
PO Box 7355
Berkeley, CA 94707
510-525-0101
1-800-863-5290
www.parallax.org

Buddhanet
Many good books on the website:
http://www.buddhanet.net/ebooks_m.htm

Mindfulness for Beginners
Jon Kabat-Zinn

Mindfulness in Plain English
Ven. Bhante Henepola Gunaratana

The Miracle of Mindfulness
Thich Nat Hanh
https://archive.org/details/themiracleofmindfulness
anintroductio ntothepracticeofmeditation

Mindsight, Daniel Siegal

True Refuge, Tara Brach

Awakening Joy, James Baraz

Dharma Seed Tape Library, Dharmaseed.org
Free talks and meditations by Leading Vipassana Teachers.
OTHER SUGGESTED RESOURCES
(call for program information)

Shambhala Training Meditation Centers
415-796-2507 (San Francisco)
510-841-3242 (Berkeley)

San Francisco Zen Center
300 Page St.
415-863-3136

Spirit Rock Meditation Center
Woodacre, Marin County
415-488-0164

Green Gulch Zen Center
Sausalito, Marin County
415-383-3134

Sonoma Mountain Zen Center
Sonoma Mountain Road
707-545-8105
### AWARENESS OF PLEASANT EVENTS CALENDAR

**Instructions:** For one week, be aware of one pleasant event or occurrence each day while it is happening. At a later time, on a calendar such as the one provided here, record in detail what it was and your experience of it.

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

What thoughts are in your mind now as you write this down?

What moods, feelings, and thoughts accompanied this event at the time?

How did your body feel, in detail, during this experience? Describe the sensations you felt.

Were you aware of the pleasant feelings while the event was happening?

What was the experience?
<table>
<thead>
<tr>
<th>Date</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>What was the experience?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Were you aware of the pleasant feelings while the event was happening?</td>
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<td></td>
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<td>How did your body feel, in detail, during this experience? Describe the sensations you felt.</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>What moods, feelings, and thoughts accompanied this event at the time?</td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>What thoughts are in your mind now as you write this down?</td>
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<td></td>
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</tr>
<tr>
<td>What was the experience?</td>
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<td>-------------------------</td>
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</tbody>
</table>

**Instructions:** For one week, be aware of one unpleasant event or occurrence each day *while it is happening*. At a later time, on a calendar such as the one provided here, record in detail what it was and your experience of it.
<table>
<thead>
<tr>
<th></th>
<th>What was the experience?</th>
<th>Were you aware of the pleasant feelings while the event was happening?</th>
<th>How did your body feel, in detail, during this experience? Describe the sensations you felt.</th>
<th>What moods, feelings, and thoughts accompanied this event at the time?</th>
<th>What thoughts are in your mind now as you write this down?</th>
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</thead>
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<td>THURSDAY</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>FRIDAY</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>SATURDAY</td>
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</tr>
<tr>
<td>SUNDAY</td>
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</table>