

7 Steps for Dealing With Financial Stress Work Sheets

1) Be honest with yourself. Identify the top 3 areas are creating the stress. Is it debt, cash flow, lack of knowledge, lack of organization or other problems?

My top 3 problems giving me stress are:

1) _____

2) _____

3) _____

2) Recognize what you can control. List 3 steps you can take for each problem you've identified:

Problem 1:

Step 1) _____

Step 2) _____

Step 3) _____

Problem 2:

Step 1) _____

Step 2) _____

Step 3) _____

Problem 3:

Step 1) _____

Step 2) _____

Step 3) _____

3) Get help with areas you need help on. Identify 3 (or more) people or institutions (like your bank) you could call on to help you in the areas you lack expertise in:

Person 1) _____

Person 2) _____

Person 3) _____

Find 3 online resources to help you learn more about financial matters:

Site 1) _____

Site 2) _____

Site 3) _____

4) Set SMART goals. Remember, SMART goals stands for: **Specific, Measurable, Attainable, Relevant, & Timely.** Use the SMART system to set goals for each of the problems you've identified:

Problem 1 Goal): _____

Problem 2 Goal): _____

Problem 3 Goal): _____

5) Develop a plan to reach your goals. — Flesh it out further, doing the following:

Baby steps — Break your larger goals into small steps.

Create a budget — Use a monthly/weekly budget (or even a daily spending limit) to meet your targets.

Track your money — Track your spending religiously to find out where every nickel and dime is going.

Set up an emergency plan — Determine what contingencies you may need if elements of your plan don't come together. Create an emergency fund for unexpected expenses.

Build in rewards — Set milestones for your goals. When you hit your milestones, your rewards could be (list 3 inexpensive but satisfying rewards):

Reward 1: _____

Reward 2: _____

Reward 3: _____

6) Make course corrections to stay on target. Don't give up the moment you realize you're not on target. Re-evaluate your position, and then make the necessary adjustments to get back on track. You may need to review what you've written on these sheets and make adjustments

7) Re-frame your thinking — Work on developing a “money mindset” by:

Continuing to read the Suddenly Single Survival Guide Blogs and other blogs.

Reading books on money management (either purchased or borrowed from the library). You can find [a list of good books here](#).

Thinking of managing your financial affairs as part of your overall self-care, just like eating well, exercising regularly, and other healthy practises.

Keep these worksheets in a spot where you can review and update them regularly to keep you on the path to reducing financial stress in your life.