

10 TIPS TO HELP MANAGE UNCERTAINTY

Tip # 1

Quiet Your Mind

Rational Brain
(Upstairs brain)



Limbic System
(Downstairs Brain)

The Limbic System responds to uncertainty with a knee-jerk **fear** reaction, causing our rational /thinking brain to go off-line.

To manage uncertainty successfully, we have to calm our Limbic System to allow our rational brain to come back on-line. NO decisions or big actions should be taken when we are in our Limbic System.



Click the image for video!

Positive Thoughts

Quiet Fear and irrational thinking by focusing your brain's attention on something that is completely stress-free.

We can't be anxious and grateful at the same time. Any positive thought that is *meaningful* for you works to focus your attention.

The key is to know yourself and what lights you up, and visualize that.



Visualize Your Happy Place



The Science of Gratitude
Click on image for video!

Tip # 3

Control What You Can & Release the Rest

People who excel in managing uncertainty have a keen awareness of what they can control and what they cannot control. SO when facing uncertainty, take stock of what you know you can control & release what you can't.

Make a decision and act.

Get Comfortable with Being Uncomfortable-**TED Talk** Luvvie Ajayi



Click the image for video!

Tip # 4

Focus on What Matters

Focus on what you can control by prioritizing your responsibilities by deadlines and importance. Make a list and a schedule of schoolwork, and chores. Try not to worry about items further down the list. Focus on one item at a time, complete the task, and then move on.



**“Life is 10% of what happens to you, & 90% how you react”
~Charles R. Swindoll**

Tip # 5

Do Not Seek Perfection

Recognize that there is no such thing as a perfect decision. Human beings, by nature, are fallible. Allow yourself to accomplish tasks to the best of your ability at that time and be proud of doing your best.

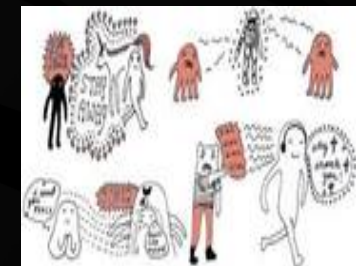


Click on Image for Video!

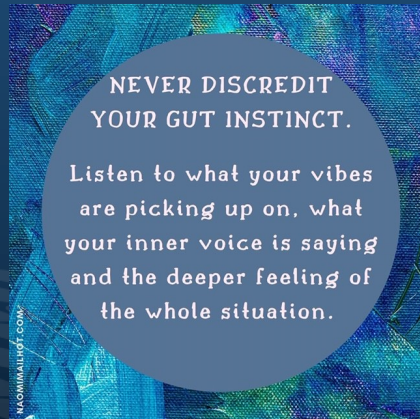
Tip # 6

Do Not Dwell on Problems

Problem solving and facing problems are a normal experience in life. Recognize how you approach problems. Ask yourself, am I dwelling on this problem and thinking negatively? Or am I seeking a solution to the issue with a positive mindset? When you focus on actions to better yourself and your circumstances, you create a self-efficacy that produces positive emotions and improved performance. These images shared below reflect meditation, using art to release stress, and animation to validate your feelings.



Tip # 7
Trust Your Gut



People who successfully manage uncertainty recognize & embrace the power of their gut instincts, and rely on some tried –and-true strategies to do so successfully.

They Recognize Their Own Filters- They are able to identify when they’re being overly influenced by their own assumptions and emotions.

They Give Their Intuition Some Space – Albert Einstein said he got his best ideas while sailing, and when Steve Jobs was faced with a tough problem, he’d head out for a walk

Tip # 8
Have Contingency Plans ...

People who are successfully managing uncertainty aren’t afraid to admit that they could be wrong, and that frees them up to make detailed, rational, and transparent contingency plans before taking actions. And they never let mistakes get them down for too long.



[Click on Image for Video](#)

Tip # 9
...And Don’t Ask “What if”

“What if” statements can take you down the rabbit hole of negative thinking. The more time you spend worrying about the possibilities, the less time you’ll spend focusing on taking action that will calm you down and keep stress during uncertain times under control.

When stuck in a “what if” mind set use Best Case/Worse Case/Most Likely worksheet to change your mindset.



[Click on Image Best Case/Worse Case/ Most Likely Case Work Sheet](#)

Tip # 10
Focus on Breathing

To make good decisions during time of uncertainty its important to remain calm. The practice of being in the moment with your breathing trains your brain to focus on the task at hand and quiets distracting thoughts.



Four Square Breathing
Technique



Download the Calm App

Bringing It All Together

The Ability to strategically manage ambiguity is one of the most important skills you can cultivate in an increasingly uncertain environment. Try the strategies above, and your ability to handle uncertainty will take a huge step in the right direction.

*The information above was adapted from 11 Ways Emotionally Intelligent People Overcome Uncertainty
The Author: Travis Bradberry, Ph.D. is the award winning coauthor of Emotional Intelligence 2.0 and the cofounder of TalentSmart the world's leading provider of emotional intelligence training serving more than 75% of Fortune 500 companies.*