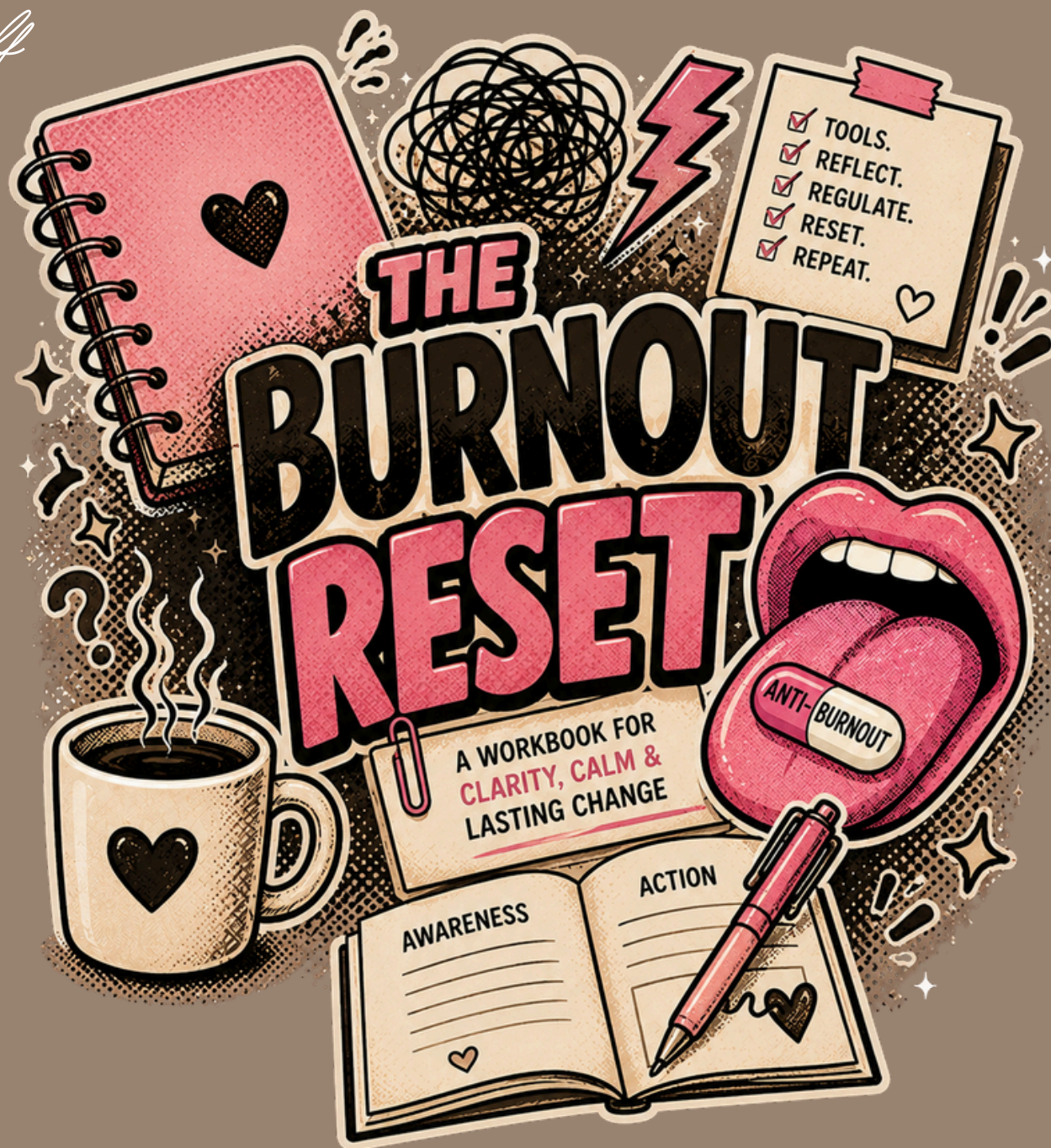


WHOLE *Self*
THERAPY.



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WELCOME TO THE BURNOUT RESET

**A grounded, nervous system-informed workbook
to help you reset, regulate, and reconnect.**

Burnout isn't a personal failure– it is your body and mind responding to too much, for too long. It shows up as exhaustion, overwhelm, disconnection, and a constant feeling of never being enough.

The good news? Your nervous system is wired for safety, balance, and renewal. With the right tools and support, you can reset from the inside-out.

This workbook offers simple, effective practices to regulate your nervous system, restore your energy, and help you create a life that feels calm, clear, and sustainable.

HOW TO USE THIS WORKBOOK



PRINT IT

Create a tangible space to sit down, reflect and connect with the content and exercises.



GO AT YOUR PACE

There's no rush. Move through the exercises in the way that feels right for you.



BE GENTLE

This is not about fixing yourself– it's about getting curious and supporting yourself.



PRACTICE REGULARLY

Small, consistent steps create lasting change. Even a few minutes can make a difference.



USE AS A RESOURCE

Return to any exercise whenever you need support, grounding, or clarity.

MORE THAN JUST A WORKBOOK.

A therapist-created guide to understanding, preventing and recovering from burnout.

Unlike generic wellness resources, this guide has been thoughtfully designed by a registered therapist using evidence-informed principles and practical tools that support real, sustainable change. Every page is designed to help you better understand your nervous system, recognise burnout before it escalates, and build simple strategies you can return to long after you've finished reading.

Because understanding yourself is powerful- but knowing how to respond differently is what creates lasting change.



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Founder of Whole Self Therapy
ACA Registered Therapist + Wellbeing
Educator

This resource is educational in nature and
is not intended to replace personalised
mental health care.

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WHY BURNOUT HAPPENS



EXTERNAL DEMANDS

Life pulls on you—work, responsibilities, deadlines, and the needs of others.



INTERNAL PRESSURE

You hold high standards, feel responsible, and push to keep up.



CAPACITY EXCEEDED

Demands and pressure outweigh your time, energy, and emotional resources.



SURVIVAL MODE

Your nervous system shifts into protect mode—focus narrows and connection fades.



BURNOUT

You feel depleted, disconnected, and unable to sustainably keep going.

NOTE: Burnout does **not** mean you failed. It means your system has been carrying more than it can sustainably hold. It is a natural response to chronic overload.

With awareness and the right support, your system can reset and restore.



BURNOUT WARNING SIGNS

Burnout doesn't appear overnight. It builds slowly, often in the quiet moments we ignore. Learning to notice the early signs is an act of self-respect.

BODY SIGNS



Physical signals that something is out of balance.

- ☐ Constant fatigue or low energy
- ☐ Trouble sleeping or restless sleep
- ☐ Headaches or body aches
- ☐ Muscle tension or tightness
- ☐ Stomach issues or digestive changes
- ☐ Frequent colds or low immunity
- ☐ Changes in appetite
- ☐ Racing heart and shallow breathing

EMOTIONAL SIGNS



Emotional shifts that may be signaling overwhelm.

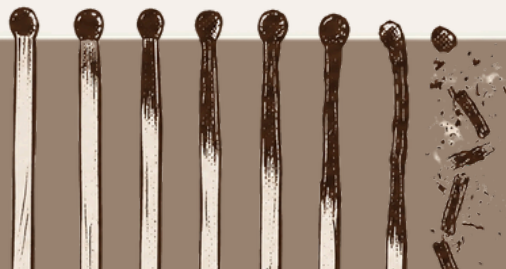
- ☐ Feeling overwhelmed or anxious
- ☐ Irritable or easily frustrated
- ☐ Feeling numb or disconnected
- ☐ Lack of motivation or joy
- ☐ Sense of dread or helplessness
- ☐ Increased self-criticism
- ☐ Feeling on edge or impatient
- ☐ Emotional shutdown

BEHAVIOURAL SIGNS



Patterns and habits that may be signs of burnout.

- ☐ Overworking or staying busy
- ☐ Procrastinating or avoiding tasks
- ☐ Withdrawing socially
- ☐ Defensiveness or reactivity
- ☐ Skipping meals and breaks
- ☐ Impatience with others
- ☐ Avoiding hard conversations
- ☐ Detachment from hobbies



NERVOUS SYSTEM REGULATION TOOL-KIT

These simple practices help signal safety to your body and bring you back to center. Choose what feels supportive today.



Slow, intentional breaths calm your body and quiet your mind.



Reconnect to the present moment through your senses.



Gentle movement releases tension and restores flow.



Use comforting sensations to shift out of stress and overwhelm.



Rest is not a reward – it's regulation.



Safe connection reminds your nervous system it's not alone.



REGULATION IS ABOUT SAFETY AND REPETITION
Small, consistent choices create lasting change.

THE WINDOW OF TOLERANCE

Our window of tolerance is the zone where we can feel and function.
When we go outside of it, our nervous system shifts into survival mode.



HYPERAROUSAL

Above your window.

You may feel anxious,
overwhelmed, restless, or
out of control.



**WINDOW OF
TOLERANCE**

In your window of tolerance.

You feel calm, present, connected,
and able to cope with life and
demands.



HYPOAROUSAL

Below your window.

You may feel numb, shut
down, fatigued, or
disconnected.

Where do you spend most of your time?
Take a moment to reflect.

Our nervous system naturally moves through different zones in response to stress, stimuli and triggers. Building awareness helps us notice when we've moved outside our window of tolerance and use the right tools to return to a place of safety and steadiness.



HYPERAROUSAL

Reactive- On edge- Hypervigilant- Heart racing-
Anxious- Restlessness- Angry- Panicky- Control



IN MY WINDOW

Grounded- Connected- Logical- Regulated-
Clear communication- Calm/ safe- Curious

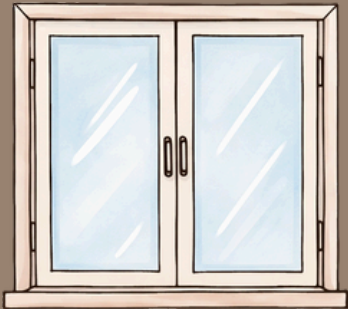
This is my
optimal **zone**.



HYPOAROUSAL

Avoidant- Checking out- Numbing out- Slow- Flat-
Unmotivated- Detached- Overwhelmed- Spacey

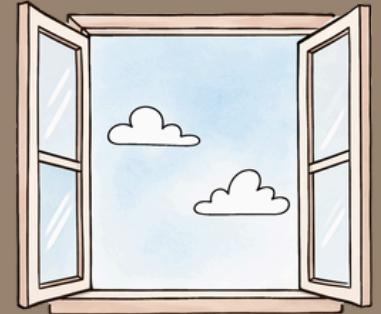




TRIGGERS VS. RESOURCES

Awareness creates choice.

Use this space to explore what drains your energy (closes your window) and what restores it/ brings you back to centre (opens your window)- so you can make more supportive, intentional decisions.



WHAT DRAINS ME

ENERGY LEAKS | STRESSORS | OVERLOAD



Situations that drain me:



People or relationships that drain me:



Environments that drain me:



Thoughts or beliefs that drain me:



Habits or patterns that drain me:



WHAT SUPPORTS ME

ENERGY GIVERS | SUPPORTS | RESTORES



Situations that replenish me:



People or relationships that support me:



Environments that support me:



Thoughts or beliefs that uplift me:

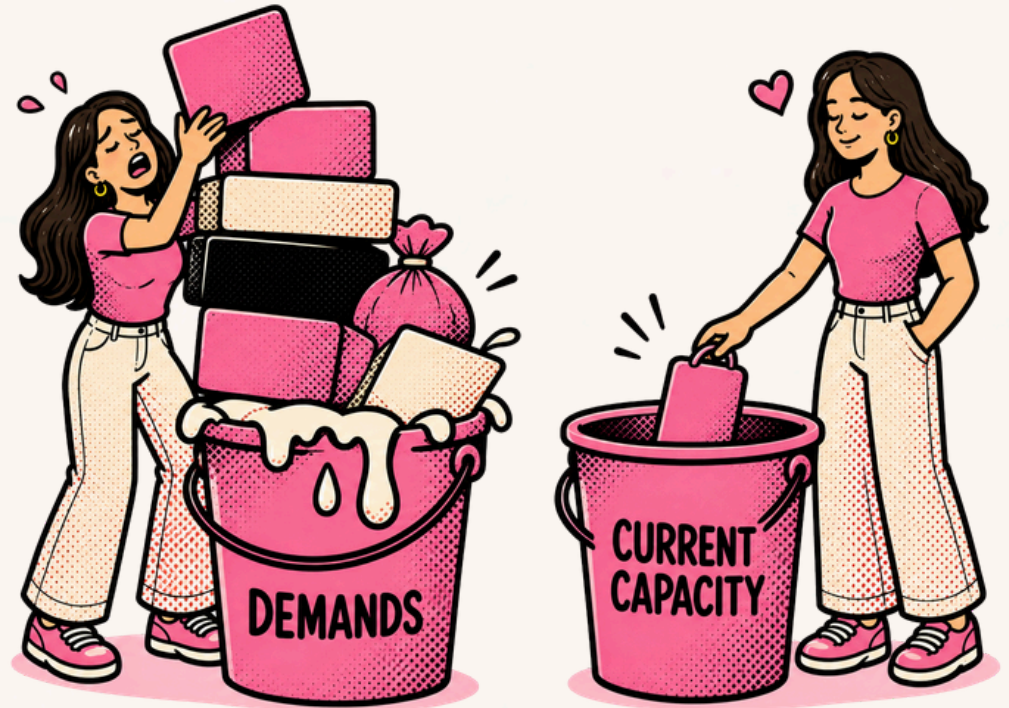


Habits or patterns that nourish me:

NOTICING BOTH SIDES HELPS
MAKE CHANGE PRACTICAL.

THE CAPACITY GAP

Burnout happens when your current load/ demands consistently exceeds your current capacity.



REFLECTION QUESTIONS

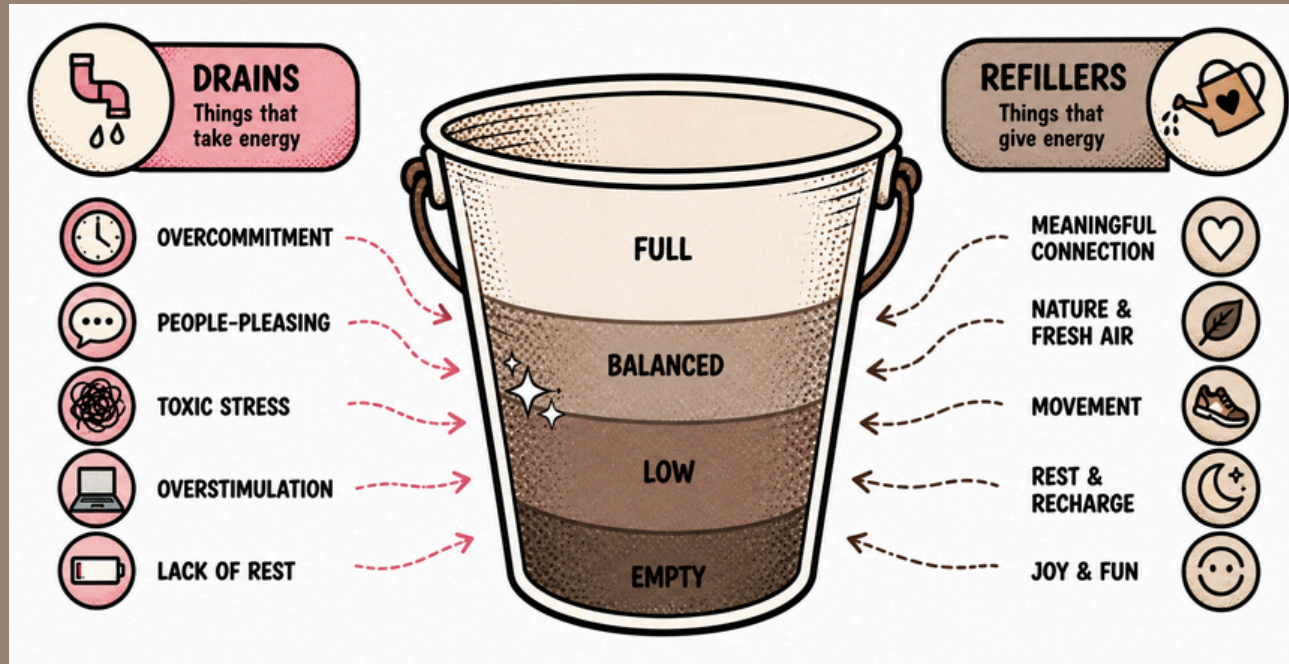
What's currently filling my load bucket?

What's currently filling my capacity bucket?

Where is the biggest gap right now?

THE CAPACITY BUCKET

Your capacity is always changing. Some days your bucket feels full, and other days it feels close to empty. The key is noticing what drains you and what refills you, so you can protect your energy and stay in balance.



1. What fills me up?

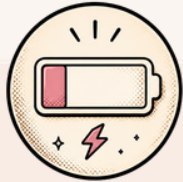
2. What empties me?

3. What helps me protect my energy?

You cannot pour from an empty bucket.
Protect your energy and honour your capacity.

PLAN BY CAPACITY

Your capacity changes from day to day- and this is normal. Use this guide to plan your day based on your nervous system capacity. Match your to-do list to how you actually feel, so you can support your energy instead of overestimating it.

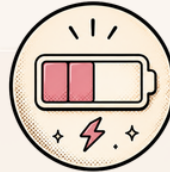


LOW CAPACITY

Focus on rest, recovery, and the essentials. Keep it simple and supportive.

EXAMPLES

- _____
- _____
- _____
- _____
- _____
- _____
- _____



MEDIUM CAPACITY

Balance necessary tasks with meaningful progress. Steady and sustainable wins.

EXAMPLES

- _____
- _____
- _____
- _____
- _____
- _____
- _____



HIGH CAPACITY

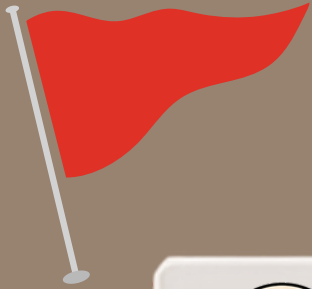
Tackle big tasks, creative projects, and things that move you forward.

EXAMPLES

- _____
- _____
- _____
- _____
- _____
- _____
- _____



THE GOAL IS FLEXIBILITY, NOT PERFECTION.
Your capacity will ebb and flow- and your plan can too.
Be kind, stay flexible, and keep your expectations realistic.



MY BURNOUT RED FLAGS

Use this space to identify the signs that burnout may be building in different areas of your life.



BODY

What physical signs do you notice?



THOUGHTS

What thoughts keep showing up?



EMOTIONS

What emotions do you experience most often?



RELATIONSHIPS

How is burnout showing up in your connections with others?



HABITS

What habits or routines are no longer serving you?



WORK

What at work feels overwhelming or unsustainable?



THE CALMS METHOD

For moments of stress, overwhelm and anxiety -
A simple framework to regulate, restore, and reconnect

C**CHANGE YOUR ENVIRONMENT**

Move to a different space, step outside and adjust your environment accordingly.

Interrupts your stress response

A**ACTIVATE INTENTIONAL BREATH**

Deep, mindful breathing (box breathing is always a top recommendation)

Calms nervous system, focuses mind

L**LISTEN AND NOTICE YOUR SENSES**

Notice what you can see, hear, feel, smell and taste (without judgement).

Reduces intensity of stress

M**MOVE YOUR BODY**

Shake off the heavy energy by moving it. Stretching, walking, shaking or dancing (rapid movement is recommended).

Releases tension and endorphins

S**SELF-VALIDATION**

Remind yourself that your feelings are valid, it is okay to feel this way, you are safe and it is only temporary.

Reduces inner-criticism

MY REGULATION MENU

This is your collection of realistic, comforting practices you can actually use on a hard day. **Choose what helps. Keep it simple. Make it yours.**





5 MINUTES

QUICK RESET

Small shifts for in-the moment relief and reset.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____



15 MINUTES

MEDIUM RESET

A little more time to restore and reconnect.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____



30 MINUTES

DEEPER RESET

Deeper nourishment for your body, mind and heart

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____



HALF DAY

IDEAL RESET

Longer, intentional time to recharge

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

Come back to this menu often.
Add, edit, and evolve as you do.



FEAR VS. FACTS

Our minds often jump to worst-case scenarios.

Our nervous system believes what it focuses on.

Use this tool to challenge fear-based thoughts with grounded, supportive facts.



What fear tells me

The worries, doubts and catastrophizing thoughts.

What anxious or fearful thoughts are coming up?



What the facts show

Evidence, past experiences, and what's actually true.

What's the evidence? What's really true?



THE GOAL ISN'T TO GET RID OF FEAR.

It's to notice it, understand it, and choose not to feed it.

THE ENERGY AUDIT

Take an honest look at your day. Notice what lifts you up, and what quietly drains you. This is the first step towards better balance.

MORNING

How do you start your day?



- ☐ I woke up feeling refreshed
- ☐ I had time for myself
- ☐ My morning felt calm
- ☐ I nourished my body
- ☐ I avoided rushing
- ☐ I set an intention for the day ahead

NOTES

AFTERNOON

How did your energy shift?



- ☐ I took breaks when I needed them
- ☐ I stepped away from my screen
- ☐ I ate in a way that nourished me
- ☐ I said no or set a boundary
- ☐ I focused on what mattered
- ☐ I felt connected to someone

NOTES

EVENING

How do you wind down?



- ☐ I finished my day with satisfaction
- ☐ I moved my body
- ☐ I unplugged from work
- ☐ I did something enjoyable
- ☐ I practiced a calming routine
- ☐ I felt grateful

NOTES

What impacts your energy?



ENERGY DRAINERS

- ☐ Overcommitting
- ☐ People-pleasing
- ☐ Multitasking
- ☐ Too much screen time
- ☐ Perfectionism
- ☐ Negative self-talk
- ☐ Toxic environments
- ☐ Lack of boundaries
- ☐ Skipping self-care
- ☐ Poor sleep
- ☐ Other:



ENERGY ENERGISERS

- ☐ Time in nature
- ☐ Movement
- ☐ Meaningful work
- ☐ Quality time with loved ones
- ☐ Creative expression
- ☐ Meditation / Breathwork
- ☐ Reading / Learning
- ☐ Helping others
- ☐ Music
- ☐ Good sleep
- ☐ Other:

MY BURNOUT PREVENTION PLAN

A plan to protect your energy, honour your needs,
and support your wellbeing- every day.



My biggest trigger



My first warning sign



My go-to regulation tool



The boundary I need



Who supports me

WEEKLY RESET CHECK-IN

A weekly pause to reconnect, reflect,
and realign with what matters most.



MOOD



CAPACITY



ENERGY



STRESS



OVERALL



WINS

What went well this week?

CHALLENGES

What felt hard or heavy?

INTENTIONS

What do you want to focus on next week?



KEEP THIS CLOSE. COME BACK WHENEVER YOU NEED IT.

The goal isn't to avoid stress or eliminate fear.
It's to notice the signs sooner, respond with intention, and keep choosing the
habits that help you return to yourself.



If this workbook helped you understand your burnout patterns and you're ready to dive deeper, ***Burnout to Baseline*** is your next step- A self-paced program designed for high-functioning women, to help you understand, regulate and recover from burnout, and build a more sustainable way forward.

Scan the QR code to learn more.