

# circle of control worksheet free

**Circle of Control Worksheet Free** is a valuable tool that can help individuals gain clarity on the aspects of their lives they can influence and those they cannot. By distinguishing between what is within our control and what lies beyond it, we can reduce anxiety, improve decision-making, and foster a more positive mindset. This article will explore the concept of the circle of control, provide a free worksheet template, and offer guidance on how to effectively use it.

## Understanding the Circle of Control

The Circle of Control is a concept popularized by Stephen Covey in his book "The 7 Habits of Highly Effective People." It divides our concerns into three concentric circles:

1. **Circle of Control:** This innermost circle contains the things we can directly influence or change, such as our thoughts, behaviors, and reactions.
2. **Circle of Influence:** Surrounding the Circle of Control, this area includes things we cannot directly control but can influence, such as the opinions of others or broader social issues.
3. **Circle of Concern:** The outermost circle encompasses everything else, including global events, the behavior of others, and other external factors we cannot influence.

Understanding where our focus lies is crucial for personal development, stress management, and emotional well-being.

## Benefits of Using a Circle of Control Worksheet

Using a Circle of Control worksheet can provide numerous benefits, including:

- **Enhanced Focus:** By identifying what you can control, you can devote your energy and attention to those areas, leading to increased productivity.
- **Reduced Anxiety:** Recognizing the limits of your control can help alleviate feelings of helplessness and anxiety when confronted with overwhelming situations.
- **Improved Decision-Making:** With a clear understanding of what you can influence, you can make more informed and effective decisions.
- **Increased Resilience:** Focusing on your circle of control can foster a sense of empowerment and resilience in the face of challenges.

# Creating Your Circle of Control Worksheet

To create your Circle of Control worksheet, follow these simple steps:

1. **Draw the Circles:** On a piece of paper, draw three concentric circles. Label the innermost circle "Circle of Control," the middle circle "Circle of Influence," and the outer circle "Circle of Concern."
2. **Identify Your Concerns:** Start by brainstorming a list of concerns or aspects of your life that currently occupy your thoughts. This could include worries about work, relationships, health, finances, or global events.
3. **Categorize Your Concerns:**
  - Write down the items that you can control in the innermost circle.
  - Place the items you can influence in the middle circle.
  - Finally, list the aspects that are outside your control in the outer circle.

## Free Circle of Control Worksheet Template

To help you get started, below is a simple template you can use for your Circle of Control worksheet:

...

[ Circle of Control ]

|  |                         |  |
|--|-------------------------|--|
|  |                         |  |
|  |                         |  |
|  | (Items you can control) |  |
|  |                         |  |

[ Circle of Influence ]

|  |                           |  |
|--|---------------------------|--|
|  |                           |  |
|  |                           |  |
|  | (Items you can influence) |  |
|  |                           |  |

[ Circle of Concern ]

|  |                            |  |
|--|----------------------------|--|
|  |                            |  |
|  |                            |  |
|  | (Items you cannot control) |  |
|  |                            |  |

...

# How to Use Your Circle of Control Worksheet

Once you've created your worksheet, it's time to put it into practice. Here are some steps to effectively use your Circle of Control worksheet:

## Step 1: Reflect on Your Concerns

Take time to reflect on the concerns you've listed. What emotions do they evoke? Are there particular areas of your life where you feel overwhelmed? Understanding the emotional weight of these concerns can help you prioritize them.

## Step 2: Focus on the Circle of Control

Start by concentrating on the items in your Circle of Control. Ask yourself:

- What actions can I take to improve my situation?
- How can I change my perspective on these issues?
- What habits or routines can I implement to enhance my well-being?

By focusing on what you can control, you can take proactive steps toward positive change.

## Step 3: Acknowledge the Circle of Influence

Next, consider the items in your Circle of Influence. While you can't control these aspects, you can influence them. Think about:

- Who can I talk to for support or guidance?
- What resources or tools do I have to impact these areas?
- How can I advocate for change in these situations?

By recognizing your power to influence, you can take strategic actions that may lead to desired outcomes.

## Step 4: Let Go of the Circle of Concern

Finally, it's essential to acknowledge the items in your Circle of Concern. Accept that these factors are beyond your control and that worrying about them will not change the outcome. Consider practicing mindfulness or relaxation techniques to help you release these concerns.

# Practical Applications of the Circle of Control

The Circle of Control worksheet can be applied in various aspects of life. Here are some practical applications:

## 1. Stress Management

When faced with stress or anxiety, use your worksheet to identify specific stressors. Focus on the control you have over your reactions and coping strategies, rather than fixating on uncontrollable external factors.

## 2. Goal Setting

When setting personal or professional goals, utilize your Circle of Control to determine which goals are achievable based on your influence and control. This can help prevent setting unrealistic expectations.

## 3. Conflict Resolution

In conflict situations, utilize the worksheet to differentiate between your concerns and what you can influence in the relationship. This can lead to more effective communication and resolution strategies.

## Conclusion

The Circle of Control worksheet is a simple yet powerful tool that can enhance your understanding of personal responsibility and influence. By identifying what you can control, what you can influence, and what lies beyond your reach, you can cultivate a proactive mindset that fosters resilience and emotional well-being. As you embark on this journey of self-discovery, remember to regularly revisit your worksheet, as your concerns and circumstances may evolve over time. Embrace the freedom that comes from focusing on the areas where you have power and let go of those you cannot change.

## Frequently Asked Questions

### What is a Circle of Control worksheet?

A Circle of Control worksheet is a tool used to help individuals identify and

focus on the aspects of their lives they can control, as opposed to those they cannot. It visually separates concerns into three circles: Control, Influence, and Concern.

## **Where can I find a free Circle of Control worksheet?**

You can find free Circle of Control worksheets on various mental health websites, educational blogs, and printable resource platforms. Websites like Therapy Aid Coalition or Pinterest often provide downloadable versions.

## **How do I fill out a Circle of Control worksheet?**

To fill out a Circle of Control worksheet, start by listing your concerns in the outer circle. Then, categorize them into what you can control (inner circle) and what you can influence (middle circle). This helps clarify your focus.

## **What are the benefits of using a Circle of Control worksheet?**

The benefits include improved mental clarity, reduced anxiety, enhanced focus on actionable items, and a better understanding of where to allocate your energy and resources.

## **Can the Circle of Control worksheet be used for goal setting?**

Yes, the Circle of Control worksheet can be an effective tool for goal setting by helping individuals concentrate on achievable goals and identify steps within their control to reach them.

## **Is the Circle of Control worksheet suitable for children?**

Yes, the Circle of Control worksheet can be adapted for children to help them understand the concept of control and responsibility, making it a useful educational tool in schools or at home.

## **How often should I use the Circle of Control worksheet?**

It's beneficial to use the Circle of Control worksheet regularly, especially during stressful times or when faced with significant decisions, to maintain focus on what you can manage.

## **Are there any variations of the Circle of Control worksheet?**

Yes, variations may include adding emotional responses, categorizing different life areas (work, relationships), or integrating action plans based on what you can control and influence.

## **Can I create my own Circle of Control worksheet?**

Absolutely! You can easily create your own Circle of Control worksheet using a simple drawing or digital tools, customizing it to fit your personal needs and preferences.

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