

CLIENT WORK BOOK

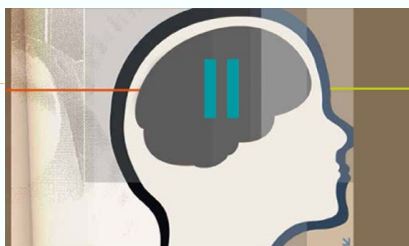
Pause Button Therapy[®]
incorporating
TactileCBT[®]

www.pausebuttontherapy.com



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TactileCBT can change your life

So you want to make some changes...

If you want to change, then you are on the right path. You have already taken the first steps: maybe you have contacted your therapist and attended your first TactileCBT session, or you have learned about TactileCBT after studying the information on the website. You have also started to read this workbook. You might have done other things as well. Perhaps you have read articles in magazines or newspapers, or bought self-help books. You have probably talked to other people about wanting to make real life changes, to turn things around and live differently and feel better.

You have decided that the time is right to do something about the problem that has been troubling you. Perhaps you want the 'old you' back. Or you want a 'new you'. You want to live a more fulfilling life.

Whatever your reasons and your goals, whatever the problems or difficulties that you want to address, TactileCBT will help you to make the life changes that you are seeking.

TactileCBT explained

It is often said that hindsight is a wonderful thing. Assuming that we are unable to travel back in time and redo the things that we have come to regret, the best we can hope for is the ability to make wise judgements in the present. For some, this comes quite naturally. However, for others, it is more challenging.



TactileCBT can change your life

TactileCBT is a simple but effective way of helping us to make better decisions. The pause button technique guides us through a series of thinking processes in which we consider and evaluate information from the past, present and future to help us make more informed, more balanced judgements about situations. When we make good judgements, our social, psychological and emotional wellbeing improves significantly.

During the therapy sessions with your TactileCBT practitioner you will learn various techniques and skills to help you achieve the life changes that you intend to make. This workbook has been designed to support those sessions, and to help those who are working alone. It contains a range of information for you to read, as well as a series of exercises for you to complete between sessions and talk about with your therapist.

If there is anything contained in this workbook that you don't understand or want more information about, then just ask your therapist. You can also visit:

Pause Button Therapy website: www.pausebuttontherapy.com
or contact us by email: info@pausebuttontherapy.com



TactileCBT can change your life

One of the first things that you will do with your therapist is agree a set of...

Treatment Goals

Write down the problems that you want to address during therapy and the treatment goals that you have set yourself. If you and your therapist have agreed a date or timescale for achieving the goal, then note it down as well.



The problems I want to address are:



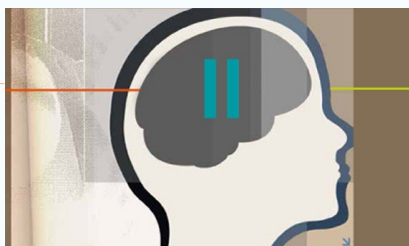
Goal one:



Goal two:



Goal three:



Alternative choices and actions

In order to change your future you will first need to change the choices that you make and the actions that you take. To do this successfully, you will need to think about...

What are my choices?

TactileCBT helps us to find new, improved ways of thinking and acting, and then living a new, improved life path. To do this successfully we must learn to identify and evaluate all of the alternative choices and actions that we could make and take. We very rarely have only one option, one choice or one course of action, available to us. We usually have several. Being aware of our various options is vitally important when we want to make changes to our life. We therefore need to ask ourselves: What else could I have done? What else could I be doing?

You have sought therapy to overcome the problem that you have noted down at the start of this workbook (read the treatment goals page to remind yourself of what you are working towards). You have done this because you do not want to carry on living the same life as before; you want a different life path. Thinking about what options you have available to you will help you to achieve this.

Spend some time reflecting on how and when the problem has been present in your life so far. Think about your choices and actions relating to it. The consequences, good and bad, that you experienced when you made a particular decision or responded in a certain way. Think about the things you did right. And the things that you later regretted.

Now answer the questions on the following page.



Alternative choices and actions

What choices did I make?

What actions did I take?

What were the consequences? Ten minutes later? One hour later? A day later? A month, a year later?

Now spend time thinking about the alternative choices and actions available to you at those times. If you could rewind time, knowing then what you know now, what would you do differently?

What choice could I make?

What action could I take?

What might the consequences be? Ten minutes later? One hour later? A day later? A month, a year later?



Alternative choices and actions

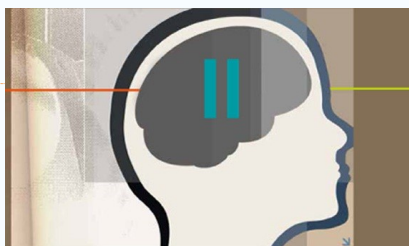
Can you think of any other alternatives? If so, write them down as well. If you are able to, describe three or four potential alternatives, giving as much detail as you can about the likely outcomes and consequences. Try to imagine the impact each one will have across all areas of your life—social, family, mood, health, work, home, intimate relationships, and so on.

If you find that you are struggling to think of alternatives, then enlist the help of other people. Ask family and/or friends, or work colleagues what they would do if they were faced with the same dilemma or problem. How would they react? What would they choose to do? What do they think the outcome would be if...? (You don't need to tell them that it is a problem that you are facing if it feels too personal.) The perspective of others is often very useful, and quite enlightening.

Alternatively, you can detach yourself from the problem slightly by imagining that a friend or family member has approached *you* for help. What alternatives would you suggest they consider? What other choices do they have available?

And remember...you are only *thinking* about potential alternatives. Don't be afraid to explore possibilities that you have never considered before. *They might just be the answer that you have been looking for....*

Discuss the outcome of this exercise with your therapist.



Developing emotional connection

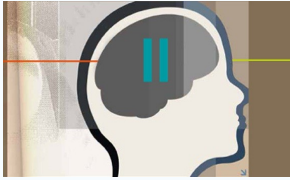
Becoming connected, truly connected, with the future that you want is an important part of successful change. In TactileCBT the therapeutic journey therefore involves...

Feeling, living, experiencing the future

It is difficult to make real and significant changes in your life if you are struggling to stay motivated or if you don't feel fully committed to the end goal. Continuing with the same, predictable life path often feels easier. However, the consequences of delaying change are usually negative and they have a nasty habit of growing bigger as time passes. Addressing the problem now will undoubtedly lead to a significantly better quality of life in the longer term. Optimising motivation to succeed and commitment to the outcome is therefore vitally important for therapy, and both are greatly enhanced when we have a strong emotional connection to the outcome that we are trying achieve.

Developing a strong emotional connection to your new life is a central component of TactileCBT. In the last section, and in your therapy sessions, you identified a range of alternative choices and actions available to you. You have probably selected one or two that are most likely to help you achieve your treatment goals and lead to your new, improved life path. The next step is to forge a strong emotional connection to these choices/actions, and to the new life that you could be living.

The exercise on the following page has therefore been designed to help you develop and strengthen this connection.



Developing emotional connection

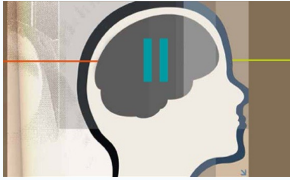
This simple exercise will help you develop and enhance your emotional connection to the life that you want to lead and to the choices and actions that you need to make and take to achieve this aim.

Find a quiet place...

...to sit or lie down where you won't be disturbed. Take some time to relax. Empty your mind, allowing any new thoughts to float past, and focus on you and on your breathing. You are going to think about the problem that you are overcoming, the changes that you are making. You are going to think about past, present and future events relating to the problem.

Imagine that you are an actor in a movie. You are playing the central role, the lead character. You are on set and about to be involved in a series of scenes. Each one is very detailed and you are experiencing everything; the sights, the sounds, the smells, the sensations on your skin, the sensations in your body. The first scenes of the movie go back to your past. They are of memories relating to your problem; the choices that you made in the past that made the problem worse. The actions that led to negative outcomes. Other scenes are of occasions when you made a good decision and took positive action. You, the lead character, experience the benefits of that good choice. The positive outcome, the positive feelings, the positive sensations. You live, breathe, feel the scenes that are unfolding. You are experiencing your past. The good and the bad.

Then think about the present and your life as it is now. Again, draw on the good and the bad. The things you are happy with and the things you want to change. Live, breathe, feel this life. Experience it throughout your body and mind. And then think about the future. The life that you will have if you continue on the same path, making no changes. The outcome and consequences of living the same lifestyle. And then think about the future that you want, the future that you can have if you take a different path, making positive changes.



Developing emotional connection

Throughout this exercise add as much detail to the images that you are creating as you can. Let yourself connect on all levels with the scenes that unfold. The more detailed and realistic the imagined journey, the stronger the emotional connection to the events you create in your mind.

And most importantly, allow yourself to imagine the good feelings that you will experience when you achieve your goal. Allow yourself to truly connect with the positive life that you are working towards.



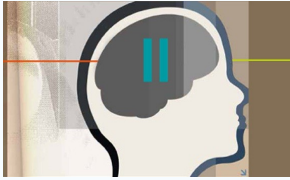
Developing time perspective

Time perspective, or the ability to think about the past, present and future, has a significant impact on our thought processing. Changing our time perspective can therefore lead to positive changes in our thinking and judgements. This is known as...

Time Perspective Theory explained

There are three partitions of time: past, present and future. According to Time Perspective Theory, our mental processing (thoughts, judgements, beliefs, reasoning etc) is influenced by all three: we store and draw upon memories of the past; we take in and process all kinds of information from the present; and we wonder about what might take place in the future. We make judgements and decisions by combining information from all three time partitions: what has happened, what is happening and what might happen.

At least, that is what we *should* do. In reality most of us have biases, or flaws, in our time perspective. For example, we might not think very much about the future, preferring to enjoy ourselves in the moment (this is called present-hedonistic), or we might have a very negative outlook on the future, believing that nothing we do now will change the future so there is little point trying (this is present-fatalistic). We might be distracted by negative events in our past (reliving painful or difficult experiences) and therefore struggle to enjoy what is happening now (this is called past-negative). We might enjoy nostalgic memories of good times they have had (this is called past-positive). Or we might think only of the future, planning thoroughly and investing heavily but forgetting to enjoy ourselves in the meantime.



Developing time perspective

These biases in time perspective have a range of negative outcomes. Present-oriented people tend to put themselves at risk, have substance abuse problems, be involved in criminal activity, have little or no education, and struggle to hold down jobs. Past-oriented people tend to pay little attention to either the future or the present, preferring to reflect on their past experiences, good or bad. They don't usually take risks, but they often fail to plan adequately for the future. Future-oriented people tend to take few risks and invest heavily in their future, often at high cost to their present enjoyment.

The best, or most healthy, time perspective is a combination of high past-positive, low past-negative, moderate present-hedonistic, low present-fatalistic, and high future-oriented. These people have a positive outlook on life and plan well for the future, but they also enjoy themselves in the present. This is considered to be the optimum balanced time perspective.

Achieving a more balanced time perspective is one of the outcomes of TactileCBT. The mental time travel encourages us to think about information from all three time partitions when making a judgement. We take into account the past (both positive and negative), the present and the future, creating a more balanced time perspective and leading to balanced and well informed judgements. As we experience more and more positive outcomes, our outlook on life becomes more positive. We begin to reflect on past-positive events, to notice and enjoy the good things that are going on in the present, and to imagine a positive and fulfilling future.

While you were reading the descriptions of the time perspective biases you will no doubt have noticed similarities to your own thinking. You can discuss this with your therapist, who will help you decide what type of time perspective you have currently. You can also complete a questionnaire called the Zimbardo Time Perspective Inventory, which you can access online at www.thetimeparadox.com. You may find it useful to complete the form at the start of your TactileCBT treatment and at the end, and to note any changes that have taken place in your time perspective.



Developing time perspective

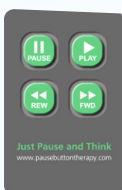
This simple exercise will help you develop time perspective. It combines work that you have done in the previous two exercises—identifying alternative decisions/actions, and developing emotional connections to your past, current and potential future life.

Enhancing your time perspective

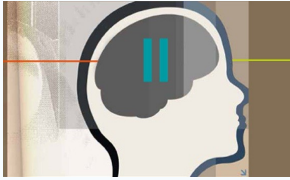
TactileCBT develops, balances and enhances time perspective by taking people through a journey of mental time travel. Using the pause button technique, a person can jump back and forth through time in their minds, navigating the three time partitions. They automatically draw on information from the past, present and future to make judgements and decisions. They learn, often for the first time, to speculate about their future. What might happen? What might be the outcome? What might be the consequences? And they learn, almost without realising, to make decisions that are based on thorough evaluations of the available evidence.

To prepare yourself for using the pause button technique, or to further enhance your time perspective, you can also do the following exercise. It is similar to the exercise that helped you to develop a strong emotional connection your new life path.

As before, find a quiet place to sit or lie down where you won't be disturbed. Take some time to relax. Empty your mind and focus on you and your breathing.



Imagine that you have a time machine. The machine has a large screen showing the pause button card. You press **REWIND** and are taken back to events in the past. Previous times when you made a particular choice or took a certain course of action. A time when you did something that you later regretted. Live these scenes as they unfold. What can you see? What can you hear? What can you smell? What sensations are running through your body? What thoughts are running through your mind? What emotions are you



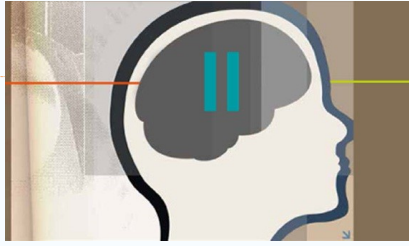
Developing time perspective

feeling? Take yourself through the whole scene in detail: the context leading up to the decision; the moment you made the decision; the action you took; the consequences that unfolded. **FAST FORWARD** to a minute later...an hour later...a day, a week, a month, a year later. Connect yourself fully to this scenes as they unfold through time. The consequences through time of that one choice. Live it, feel it, experience it.

And **FAST FORWARD** to the present. Choose one of the alternative, positive paths that you could have taken. A path that leads to the future that you desire, the future that you wish for. Now **FAST FORWARD** to that future. In the same way that you lived and felt the past, now live and feel the future. Explore the scenes that unfold when you choose this alternative, positive future path. Live it, feel it, experience it. The smells, the colours, the sensations on your skin, on your face. The feelings that engulf you. The lifestyle you are leading. The people around you. The successes, the positive changes. Live the life that you are choosing to make for yourself. Connect to it.

Now **REWIND** back to the present.

This simple exercise will help you to develop the ability to mentally time travel and to imagine past, present and future events, drawing on the information that they contain. The clearer and more detailed the imagery that you create, the deeper the mental processing and the more effective the exercise. Repeat this exercise as often as you can. Try to incorporate the emotional connection exercise as well: the two together form the basis of the pause button technique and repeated practise will therefore greatly enhance the therapeutic benefits that you gain from TactileCBT.



The role of thoughts

Our thoughts have a significant impact on our emotions, our bodily responses and our behaviour. It is therefore important to develop the ability to identify ...

Negative automatic thoughts

Thinking and thoughts are the basis of almost all of our day-to-day functioning. Our emotions, our behaviour and our physical, bodily responses to events and situations can all be traced back to our thoughts. This generally means that when our thinking is positive and balanced, we have few problems. However, this is rarely the case. For most of us, our thinking is biased in some way. For almost all of us, our thinking is sometimes negative and self-critical. This undermines our confidence, our self-worth and our self-esteem. Therefore, overcoming negative and/or destructive thinking is vitally important.

Negative thoughts often happen automatically. You don't even realise you are having them until you start to look for them. Sometimes noticing one thought leads to a rush of other thoughts jumping out at you. It can feel quite overwhelming to begin with. This section of the workbook therefore outlines the various types of thoughts that you might have and gives you a simple technique to help you modify them. Changing the way that you think can and will lead to changes in the way that you behave. Therefore investing time in evaluating your thinking patterns is very important.



The role of thoughts

Below is a list of the various different types of negative automatic thoughts that you might experience.

All or nothing

A black and white approach to thinking, with no middle ground.

“Either I stop drinking alcohol 100% or I don’t do it at all.”
“If I am not completely successful in this, then I am a failure.”

Fortune telling

Predicting outcomes for the future without considering other possible outcomes.

“I didn’t succeed last week, so I will never succeed with this.”
“Because I gave in last time, I will not be able to resist next time.”

Emotional reasoning

Mistaking feeling for fact. Thinking that feelings are true even in the face of objective evidence.

“I feel like failure, so I must be a failure.”
“I have a good feeling about this, so I know it will succeed.”

Mind reading

Assumptions about what other people are thinking, even in the absence of evidence.

“People will think that I am odd if I don’t drink alcohol at this party.”
“People are wondering why I am here when I clearly don’t fit in.”

Catastrophising

Believing that the worst possible outcome will happen.

“If I don’t do this, then everything will fall apart.”
“If I don’t go out this evening, then I will never be able to go out again.”



The role of thoughts

Overgeneralising

Taking a single fact and turning it into a general rule.

"If I fail at this, then I will fail at everything."

"I drank alcohol last night, so I am clearly going to drink every night."

Conditional thinking

Believing that a person acting or thinking in a particular way will lead to a predictable consequence. People often believe they 'should', 'ought', 'must' or 'never' behave/think in a particular way.

"I must drink ten sips of water at a time or someone in my family will get hurt."

Blaming

Allocating blame for problems inappropriately (i.e. blaming others for your own problems, or blaming yourself for the problems of others).

"It was entirely my fault because I should have realised what would happen."

"I hit him, but he made me angry."

Personalising

Believing that unrelated events or actions occurred in response to something you did or said, or investing personal meaning into innocuous events.

"He is very angry today. It must have been something I said yesterday."

"She didn't say anything to me this morning, so she clearly doesn't like me anymore."



The role of thoughts

Learning to recognise and evaluate patterns of negative thinking is another important part of TactileCBT. This section will therefore help you to...

Evaluate negative thoughts

Take some time to reflect on the list of negative automatic thoughts. Which thinking patterns do you recognise in yourself? Which thinking patterns are most strongly associated with the problem you are addressing? (You can discuss this further with your therapist.)

If this is the first time that you have evaluated your thinking patterns you may find it useful to keep a thought diary for a week or two. Each day, note down the thoughts that you have had in response to a given situation or set of situations. Record details about the situation, the trigger that led to the thought, the type of thought that you had, and your responses to the situation as a result of that thought. Include a detailed description of your behavioural responses to the thought, your physical (bodily) responses and your emotional responses.

What happened? Where, when, who was with you, etc?

What thoughts did you have? What images? What words? What was unhelpful about the thought? What was it saying to you? What was it saying about you?

What emotion did you experience? How intense was the emotion (1-10)?

How did your body react? What sensations did you feel?

How did you behave? What response did you give? What action did you take?

When you have finished your thought diary, look for patterns in your thinking. Identify any triggers for particular types of thinking, and pick out negative automatic thoughts that occur repeatedly. Discuss the outcome of this exercise with your therapist.



The role of thoughts

When you have identified your negative automatic thoughts you can modify them using the Seven-Question Technique. The seven questions help you to evaluate the evidence base for each of your negative thoughts. Most negative thoughts have little or no truth, therefore considering the evidence for and against them usually leads to one conclusion: the thought must be wrong. The untrue, wrong thought can then be modified and changed to become more accurate (and usually more positive).

Here is an example of the seven-question technique:

What is problematic about my thinking?

I had a panic attack last time I went out with my friends to the cinema. I know that when I go out again I will have another one, and it could be even worse next time. (This negative automatic thought is: fortune telling.)

What evidence do I have that this is true or false?

I am not sure I will have another panic attack, I don't have any evidence, I suppose it could be possible that it was a one off event.

Is there another way to look at the situation?

When I had the panic attack, I was over tired, and upset after falling out with a friend at work, I am sure that is what was worrying me and brought it on..

What is the most likely thing to happen in the end?

There is no reason to expect another similar such event, I may never have another panic attack in my life. I am going to put it behind me and move forward with my life positively

What does believing this thought achieve and what could happen if I change my thinking?

By Fortune Telling and only seeing negative outcomes, I make myself depressed expecting more negative events in the future. If I



The role of thoughts

start to think more positively I will become more optimistic, I will start to believe in positive outcomes I will be generally happier and more able to cope with the up's and downs in life.

What advice would I give to someone I care about in the same situation?

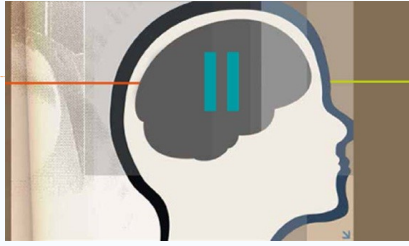
Panic attacks are seldom life-threatening events, many people never have a second one. I am going to start expecting a more positive future. Stop trying to guess future outcomes, statistically I will be wrong at least half the time anyway, and if I am prone to negative thinking maybe more. I will try something new like always thinking and looking for the positive. I will remember that people usually don't get what they want in life, but they do tend to get what they expect. So I will start to predict a happy and healthy future.

What is the conclusion...?

I should enjoy myself, and look forward to being healthy and happy...

This example shows how the seven-question technique can challenge a negative automatic thought and modify it to become a more positive thought. This technique can be applied to almost any thought.

Select one of the negative automatic thoughts that you recorded in your diary and practice doing the seven-question technique. Discuss your answers and outcomes with your therapist.



Recording the therapy journey

Writing down significant and meaningful events that take place during the therapeutic journey has many advantages. This section of the workbook will therefore encourage you to...

Keep a diary

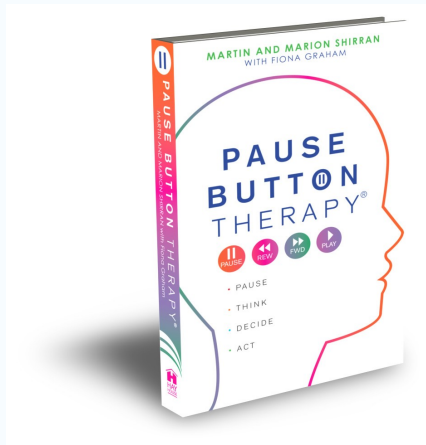
There are many reasons to keep a diary when you are undertaking therapy. It can help you to pick out patterns in your thinking and behaviour that you might otherwise have overlooked. It can also help you stop and think about what is going on in your life and reflect on the good and the bad events and your responses to them. The writing process can also be very enlightening, opening up new feelings and thoughts as you begin to express yourself.

In TactileCBT it is often useful to keep a diary that is centred around your use of the pause button technique. You can record when, where and why you use the technique. Make detailed notes of: the trigger that prompted you to press pause; the mental time travel that you completed; the scenes of choices, actions and outcomes that you explored and evaluated; the choice that you eventually made; and the consequences that you experienced as a result of making your choice.

You can share your diary records with your therapist. Together you can evaluate your use of the pause button technique and explore different ways of using it more often and more effectively.



PBT & TactileCBT



More information can be found in the book, *"Pause Button Therapy"* (Hay House 2012), which is available from [Amazon](https://www.amazon.co.uk/dp/1471711110).

If you have any comments or feedback relating to this workbook then please...

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