

Hans-Joerg Gierke

PERFECTIONISM

Superpower or Handicap?

DOWNLOADS

PART 1

UNDERSTANDING PERFECTIONISM

ENTRANCE TEST – HOW PERFECTIONIST ARE YOU?

To better understand your own approach to perfectionism it is helpful to conduct a self-assessment. Every person is unique, and perfectionism manifests itself in different ways. Below you will find a short test to help you determine your own level of perfectionism. Take a moment to read the following statements and rate how much they apply to you. Be honest with yourself – there are no right or wrong answers only insights that can help you on your way.

Anleitung: Bewerte jede Aussage auf einer Skala von 1 (trifft überhaupt nicht zu) bis 5 (trifft voll und ganz zu).

I often set myself unrealistically high goals and am rarely satisfied with my performance.

1 2 3 4 5

I am very afraid of making mistakes or not meeting expectations.

1 2 3 4 5

I tend to procrastinate because I am afraid that the result will not be perfect.

1 2 3 4 5

I am very critical of myself and often of others.

1 2 3 4 5

I spend a lot of time checking and revising details even if the task is already good.

1 2 3 4 5

I often feel stressed and overwhelmed by the pressure to be perfect.

1 2 3 4 5

I find it difficult to delegate tasks because I think I can do them best myself.

1 2 3 4 5

I frequently compare myself to others and often feel inadequate.

1 2 3 4 5

I measure my self-worth strongly by my achievements and successes.

1 2 3 4 5

I am often indecisive because I am afraid of making the wrong decision.

1 2 3 4 5

Evaluation

Add up your points. The higher your total score the more pronounced your perfectionism is. A score above 30 indicates strong perfectionism which may have a negative impact on your well-being. A score between 20 and 30 indicates moderate perfectionism which can have both positive and negative aspects. A score below 20 indicates a lower level of perfectionism.

PART 5

**YOUR INDIVIDUAL PROGRAM –
YOUR PERFECTIONISM, YOUR PATH**

AREA 1

The Perfectionism Traffic Light – Daily Self-Assessment

The perfectionism traffic light is your daily check-in with yourself. It helps you to consciously perceive your current state and whether there is a need for action.



RED – Alarm: Unhealthy Perfectionism

- You feel stressed, overwhelmed or blocked
- Self-criticism dominates your thoughts
- You procrastinate out of fear of imperfection
- Mistakes are perceived as catastrophic
- You cannot let go or delegate



YELLOW - Caution: Increased Vigilance

- You feel tension but still have control
- Perfectionist thoughts are present but not dominant
- You can still react flexibly
- Small compromises are possible
- You are consciously aware of your patterns



GREEN - Optimal: Healthy Perfectionism

- You feel relaxed and focused
- High standards motivate you without weighing you down
- You can consciously decide when perfection is necessary
- Mistakes are seen as learning opportunities
- You enjoy your work

DAILY TRAFFIC LIGHT DOCUMENTATION

Date:

Morning Assessment (before the day):

Traffic light colour:|.....|.....|

Reason for this assessment:

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.....

Evening Assessment (after the day):

Traffic light colour:|.....|.....|

What has changed?

.....
.....

For RED or YELLOW: What Techniques did You use?

- 3-breath rule
- 80% check
- Set time limit
- Change of perspective
- Other:

Effectiveness of the techniques used (1-10):

WEEKLY OVERVIEW PERFECTIONISM TRAFFIC LIGHT

DAY	MORNING	EVENING	MAIN TRIGGER	TECHNIQUE USED	EFFECTIVE-NESS
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

Weekly insight:

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AREA 2

Subjective Perception – Your inner World

The most important measure of your progress is your own feelings. This section helps you to perceive and document subtle changes in your emotional and mental state.

DAILY EMOTIONAL REFLECTION

Date:

How do I feel today about my Perfectionism?

Stress level (1–10):

(1 = completely relaxed, 10 = extremely stressed)

Self-criticism level (1–10):

(1 = very kind to myself, 10 = very self-critical)

Satisfaction with my performance (1–10):

(1 = very dissatisfied, 10 = very satisfied)

Fear of making mistakes (1–10):

(1 = no fear, 10 = very fearful)

Ability to let go (1–10):

(1 = cannot let go at all, 10 = can let go very well)

EMOTIONAL SNAPSHOTS

Describe three emotional Moments of the day:

Moment 1 – Challenge:

Situation:

Feeling:

Thought:

Reaction:

Moment 2 – Success:

Situation:

Feeling:

Thought:

Reaction:

Moment 3 – Learning Moment:

Situation:

Feeling:

Thought:

Reaction:

WEEKLY FEELING TRENDS

Week from: to:

Aspect	Mo	Tue	Wed	Thu	Fri	Sat	Sun	Trend
Stress-Level								
Self-criticism								
Satisfaction								
Fear of making mistakes								
Letting go								

Key: ↑ = improvement, ↓ = deterioration, → = stable

Most important insight of the week:

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.....

What would I like to do differently next week?

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.....
.....

MONTHLY EMOTIONAL BALANCE SHEET

Month:

Average values

Stress level:

Self-criticism level:

Satisfaction:

Fear of making mistakes:

Ability to let go:

Biggest emotional Change:

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Proudest moment:

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AREA 3

Behavioural Observation – specific actions

Behaviour is measurable and objectively observable. This area helps you to recognise and document specific changes in your behaviour patterns.

DAILY BEHAVIOR CHECKLIST

Date:

Procrastination:

- I put off a task today because it might not turn out perfectly
- I started a task even though I had reservations
- I completed a task on time

Delegation and Control:

- Today, I delegated something that I would normally have done myself
- I trusted someone else without checking up on them
- I accepted help

Time Management:

- I set a time limit for a task and stuck to it
- I consciously stopped when it was “good enough”
- I avoided overtime

Dealing with mistakes:

- I made a mistake and remained calm
- I learned from a mistake without criticising myself
- I admitted to a mistake

Decision-Making:

- I made a decision quickly
- I accepted an “80% decision”
- I did not weigh things up endlessly

WEEKLY BEHAVIOUR ANALYSIS

Week from:..... to:.....

Procrastination:

- Number of tasks postponed:
- Number of tasks started despite concerns:
- Main reason for postponing:

Delegation:

- Number of tasks delegated:
- Level of difficulty (1–10):
- Satisfaction with result (1–10):

Time Management:

- Number of time limits met:
- Number of „good enough“ stops:
- Hours saved through efficiency:

WEEKLY BEHAVIOUR ANALYSIS

Error Handling:

- Number of errors made:
- Calm reactions:
- Self-critical reactions:

BEHAVIORAL EXPERIMENTS

Do you consciously conduct small experiments to test new behaviours?

Task:

Normally I would:

Instead, I do:

Time saving:

Result quality (1–10):

Satisfaction (1–10):

Learning experience:

BEHAVIORAL EXPERIMENTS

Experiment 2: Delegation

Task:

To whom delegated:.....

My concerns:

Actual result:.....

Surprises:.....

Next time differently:

Experiment 3: Time limit

Task:

Set time limit:

Time actually taken:.....

Quality of the result (1-10):

Stress level during work (1-10):.....

Findings:

MONTHLY BEHAVIOR STATISTICS

Month:

Behavior	Week 1	Week 2	Week 3	Week 4	Trend
Procrastination (number)					
Delegation (number)					
Time limits met					
“Good enough”-stop					
Calm reactions to mistakes					

Biggest Behavioral Change:

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Next Behavioral Goal:

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AREA 4

Success Stories – Qualitative Experiences

Success stories are powerful motivators and reminders of your progress. They show you specifically how your approach to perfectionism has changed.

DAILY SUCCESS NOTE

Date:

My Perfectionism Success today (Even small successes count!)

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What did I do differently than before?

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How did that make me feel?

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What can I learn from this?

.....

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WEEKLY SUCCESS STORY

Week from: to:.....

The most significant situation this week:

Situation/context:

.....

My previous reaction would have been:

.....

My new reaction was:

.....

Trigger for the change:

- Conscious application of a technique
- Spontaneous realisation
- Remembrance of what has been learned
- Feedback from others
- Other:

WEEKLY SUCCESS STORY

Result/Consequence:

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.....

Feelings during the situation:

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.....

Feelings after the situation:

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.....

What I take away from this:

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COLLECTION OF SUCCESS TYPES

Collect different types of successes to recognise the diversity of your progress:

Type 1: Letting go successes

(Situations in which you consciously accepted “good enough”)

Example 1:

Date: Situation:

Result:

Example 2:

Date: Situation:

Result:

Example 3:

Date: Situation:

Result:

COLLECTION OF SUCCESS TYPES

Collect different types of successes to recognise the diversity of your progress:

Type 2: Mistakes and successes

(Situations in which you dealt calmly with mistakes)

Example 1:

Date:..... Mistake:.....

Reaction:

Example 2:

Date:..... Mistake:.....

Reaction:

Example 3:

Date:..... Mistake:.....

Reaction:

COLLECTION OF SUCCESS TYPES

Collect different types of successes to recognise the diversity of your progress:

Type 3: Efficiency successes

(Situations in which you saved time and energy)

Example 1:

Date: Task:

Time saving:

Example 2:

Date: Task:

Time saving:

Example 3:

Date: Task:

Time saving:

COLLECTION OF SUCCESS TYPES

Type 4: Relationship successes

(Situations in which your change has improved relationships)

Example 1:

Date: Person:

Improvement:

Example 2:

Date: Person:

Improvement:

Example 3:

Date: Person:

Improvement:

MONTHLY SUCCESS HIGHLIGHTS

Month:

My biggest success this month:

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The most surprising positive change:

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What I am particularly proud of:

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What I would tell other perfectionists:

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SUCCESS QUOTES FOR DIFFICULT DAYS

Collect inspiring quotes from your own success stories:

“Today I learnt that ...”

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“I was surprised that ...”

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“It felt liberating when ...”

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“I am proud that ...”

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“Next time, I will ...”

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AREA 5

Weekly Reflection – Overall assessment and planning

The weekly reflection is your strategic view of your overall development. Here you evaluate your progress, recognise patterns and plan your next steps.

WEEKLY OVERALL ASSESSMENT

Week from:.....to:.....

My Perfectionism Management this Week (1–10):

(1 = very unhealthy, 10 = very healthy)

Assessment:.....

Reason for this Rating:

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THE WEEK IN NUMBERS

Perfectionism traffic light average:

Monday: | |

Tuesday: | |

Wednesday: | |

Thursday: | |

Friday: | |

Saturday: | |

Sunday: | |

Most common traffic light colour:

Average stress level (1-10):

Average satisfaction (1-10):

Average ability to let go (1-10):

PATTERNS AND INSIGHTS

When was my Perfectionism strongest?

- In the morning At noon In the evening At night
- Monday Tuesday Wednesday Thursday
- Friday Saturday Sunday

In which situations?

- At work In relationships During creative tasks
- During routine activities Under time pressure
- When facing new challenges
- Other:

Which techniques worked best?

- 3-breath rule 80% check Setting a time limit
- Change of perspective Self-compassion Delegation
- Other:

PATTERNS AND INSIGHTS

What triggers have I identified?

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What new insights did I gain?

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.....

PROGRESS COMPARISON

Comparison with the previous Week:

Aspect	Previous week	This week	Change
Overall rating (1-10)			
Stress level			
Satisfaction			
Number of "good enough" stops			
Number of delegations			
Calm reactions to mistakes			

Key: ↑ = improvement, ↓ = deterioration, → = stable

CHALLENGES AND SOLUTIONS

Biggest challenge this week:

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How did I deal with it?

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What would I do differently next time?

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What support do I need?

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PLANNING FOR THE COMING WEEK

My main goal for next week:

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Concrete steps:

1.

2.

3.

Which technique would I like to practice more?

.....

In which situations do I want to consciously accept “good enough”?

.....

Who would I like to ask for feedback?

.....

My weekly mantra:

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MONTHLY OVERALL REFLECTION

Month:

Average weekly rating:

Week 1:

Week 2:

Week 3:

Week 4:

Overall trend: ↑ ↓ →

The most important finding this month:

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My biggest progress:

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Area with the most potential for improvement:

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Goal for next month:

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EXTERNAL FEEDBACK – OTHER PEOPLE’S PERSPECTIVES

Sometimes others see my progress more clearly than I do myself. This section helps you to systematically collect and reflect on feedback.

Conducting Feedback Discussions

Person:

Relationship:

Date:.....

Key Questions for the Meeting:

1. “Have you noticed any changes in my behaviour?”
2. “Do I seem more relaxed/stressed than before?”
3. “How do you experience me at work/in projects?”
4. “Have you noticed that I deal with mistakes differently?”
5. “Have I become more critical or more benevolent?”

Feedback Documentation

Feedback from:

Date:.....

EXTERNAL FEEDBACK – OTHER PEOPLE’S PERSPECTIVES

Positive changes that have been noticed:

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Areas that still need attention:

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Surprising Feedback:

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Specific examples that were mentioned:

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EXTERNAL FEEDBACK – OTHER PEOPLE’S PERSPECTIVES

My response to the feedback:

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What I conclude from this:

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FEEDBACK COLLECTION OVER TIME

Quarter:

Person	Relationship	Main feedback	Any changes noticed?	Surprise

LONG-TERM DEVELOPMENT – YOUR PERFECTIONISM COMPASS

Half-yearly overall assessment

Period: until:

Development of core areas:

Area	At the beginning (1–10)	Now (1–10)	Change
Stress level (reverse)			
Self-criticism (inverse)			
Satisfaction			
Ability to let go			
Acceptance of mis- takes			
Efficiency			
Relationship quality			

Overall progress (1–10):

MILESTONES AND BREAKTHROUGHS

My most important milestones:

Milestone 1:

Date: Event:

Meaning:

Milestone 2:

Date: Event:

Meaning:

Milestone 3:

Date: Event:

Meaning:

The biggest breakthrough:

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MILESTONES AND BREAKTHROUGHS

What made this breakthrough possible?

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GRATITUDE AND APPRECIATION

What am I grateful for?

For my progress:

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For the people who have supported me:

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GRATITUDE AND APPRECIATION

What am I grateful for?

For the challenges that helped me grow:

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For the insights I have gained:

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VISION FOR THE FUTURE

Where do I see myself in a year?

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Which skills would I like to develop further?

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VISION FOR THE FUTURE

How do I want to help other perfectionists?

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My guiding principle for the future:

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