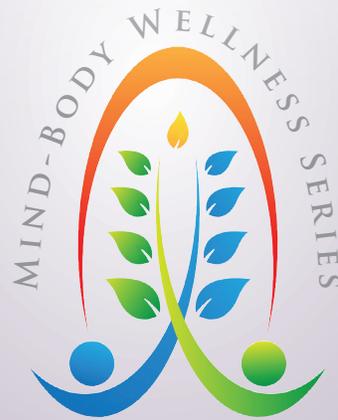


EMOTIONAL WELL-BEING WORKBOOK



Facilitator Reproducible Sessions
for Motivated Behavior Modification

John J. Liptak, Ed.D.
Ester R. A. Leutenberg

EMOTIONAL WELL-BEING WORKBOOK



Facilitator Reproducible Sessions
for Motivated Behavior Modification

John J. Liptak, Ed.D.
Ester R.A. Leutenberg





Whole Person

210 West Michigan Street
Duluth, MN 55802-1908

800-247-6789

books@wholeperson.com
www.wholeperson.com

Emotional Well-Being Workbook

Facilitator Reproducible Sessions
for Motivated Behavior Modification

Copyright ©2014 by John J. Liptak and Ester R.A. Leutenberg.
All rights reserved. Except for short excerpts for review purposes
and materials in the assessment, journaling activities, and
educational handouts sections, no part of this book may be
reproduced or transmitted in any form by any means, electronic
or mechanical without permission in writing from the publisher.
Self-assessments, exercises, and educational handouts are meant
to be photocopied.

All efforts have been made to ensure accuracy of the information
contained in this book as of the date published. The author(s)
and the publisher expressly disclaim responsibility for any
adverse effects arising from the use or application of the
information contained herein.

Printed in the United States of America

10 9 8 7 6 5 4 3 2 1

Editorial Director: Carlene Sippola
Art Director: Joy Morgan Dey

Library of Congress Control Number: 2013954249
ISBN: 978-1-57025-308-9

Our thanks to these professionals who make us look good!

Art Director – Joy Dey

Editor and Lifelong Teacher – Eileen Regen

Editorial Director – Carlene Sippola

Proofreader – Jay Leutenberg

Reviewer – Carol Butler

Introduction for the Facilitator

What is Emotional Well-Being?

Are your clients having difficulty understanding and expressing their emotions, feeling frustrated and angry but unable define why, living pessimistically and hopelessly, feeling inadequate for reasons they are unable to articulate, complaining about their inability to cope with the ups and downs of daily living, or acting scared at the thoughts of their lives changing? If so, they need to develop greater emotional wellness skills. Emotional wellness involves connecting your clients to their authentic emotions and helping them learn to deal with these emotions in healthy ways. *The Emotional Well-Being Workbook* is designed to help your clients connect with their emotions in a way that allows them to live an emotionally-balanced life.

Emotional well-being is related to how well your clients are able to express, understand, cope with, and manage their emotions. It reflects people who are aware of, and accepting of, their own emotions and the emotions of others. By reading this book and completing the assessments, activities, and exercises, your clients will benefit in the following ways:

- **Resilient** – They will be resistant from stress, guilt, anxiety, and depression.
- **Change** – They will be able to manage the uncertainty of change and transform their lives from the opportunities that change brings.
- **Self-Esteem** – They will be able to identify and operate from their strengths, with supreme confidence in their abilities.
- **Growth** – They will be able to harness the power of their emotions to grow personally and professionally.
- **Optimism** – They will begin to live their lives from the standpoint of positivity and possibility.

Living an emotionally well life does not mean that your clients will not experience stress, daily hassles, depression or life challenges. Like all people, they will continue to experience loss, grief, hardship, sadness and anxiety. The difference is that they will be armed with the knowledge, skills and abilities to deal effectively with whatever life throws at them. They will be positive people who have the ability to bounce back in the face of adversity. They will have the tools and techniques to cope with difficult life situations and maintain a positive outlook and positive sense of who they are as human beings.

Emotional Well-Being Workbook Sections

Observable actions and mannerisms that people display when reacting to particular stimuli are called behaviors. Behavior modification involves identifying ineffective behaviors, intentionally targeting them, setting goals for behavioral change, monitoring progress and determining effective rewards for improved behaviors.

The *Mind-Body Wellness Series* is composed of workbooks designed to help people learn how to discontinue old, destructive health habits and adopt new, healthy lifestyle choices. The model, referred to as Motivated Behavior Modification (MBM), looks at specific learned behaviors and the impact of environmental stimuli on those behaviors. It focuses on helping participants change undesirable and unhealthy lifestyle behaviors by objectively identifying unrealistic behaviors and replacing them with healthier, more effective behaviors.

Section 1 – Bounce Back

This chapter will help participants explore how effectively they bounce back from difficult situations and circumstances.

Section 2 – Identify and Express Emotions

This chapter will help participants explore how effectively they express their emotions to other people in their life.

Section 3 – Balance Work and Personal Life

This chapter will help participants determine how well they are living a balanced life.

Section 4 – Maintain a Hopeful Outlook

This chapter will help participants explore how hopeful they are about the future.

Section 5 – Feel Good About Yourself

This chapter will help participants explore how they feel about themselves.

Section 6 – Accept Change

This chapter will help participants explore how well they are able to be spontaneous when their lives change.

Section 7 – Enjoy Life, Laugh and Have Fun

This chapter helps participants explore how much fun and joy they are experiencing in life.

(Continued on the next page)

Changing Unhealthy Behaviors

Developing healthy emotions can be difficult, as implied in the adage “It’s hard to teach an old dog new tricks!” Emotional well-being brings a sense of life satisfaction, joy and contentment. However, most people must work to develop healthy emotions and that is what this workbook does. This can be a challenging task for participants, but they can successfully change unhealthy emotions to healthier ones. This book uses a model known as MBM (Motivated Behavior Modification). For participants to be successful, you as the facilitator can enhance their motivation in several ways.

Components of Each Session

1. SELF-ASSESSMENT

Step 1 is the self-assessment of participants’ current level of emotional well-being. Encourage participants to take one step at a time. By working on one set of behaviors at a time, the task of changing participant’s behavior will not feel insurmountable. Because emotions can be difficult to enhance, it is important that they take small steps and work slowly to change how their emotions affect their lives. By trying to change more than one emotional characteristic at a time, people set themselves up for failure. Encourage participants to keep it simple! Each session is set up in a step format for the MBM of the emotions of each participant.

2. SUPPORT SYSTEM

Step 2 will guide participants to develop a support system of people who can help them achieve their goals of emotional well-being. Encourage participants to develop a support system to help them be more emotionally resilient. It is important that you encourage participants to define who in their lives can help and support them while they develop the emotions that accompany a bounce-back attitude. Encourage participants to let people know that they are trying to change the emotions they experience and express that they don’t have to suffer in silence. Explain that each participant’s support system will vary for each type of behavior.

3. JOURNALING

Step 3 includes journaling questions to help participants reflect about their emotional reactions in the past. Encourage participants to write everything down in a journal. Remind them that words are shallow and just saying they are going to make changes will not suffice. Journaling can be therapeutic as well as a way to begin identifying goals for greater emotional well-being.

4. GOAL-SETTING

Step 4 will remind participants not to give up and to be persistent in their efforts to make emotional growth. Explain that this takes time and that they should not expect immediate results. The purpose of setting goals is to help each participant take smaller steps leading to the selected overall goal. Encourage them to review and revise their plans to build resilient, positive emotions and attitudes. By developing MBM goals to work toward and achieve, participants will remain motivated while they slowly learn how to identify and express their emotions.

5. MONITORING MY BEHAVIOR

Step 5 will help participants to see the progress they are making in developing emotional competency. This will assist participants to be accountable, persistent, and motivated to make emotional changes. You should act as coach and encourage participants to develop and utilize their newfound emotional attitudes.

6. REWARD YOURSELF

Step 6 will ensure that participants reward themselves as they achieve their emotional goals. Remind participants to reward themselves when they do improve. HEALTHY rewards provide them with positive feedback and further motivate them to continue creating their own emotional well-being.

7. TIPS

Step 7 Participants will grow from reading and implementing the various tips which are included as suggestions for processing each session.

(Continued on the next page)

Motivational Barriers to Behavioral Change

Emotions can hinder behavioral change and many of these barriers show up in peoples' emotions. The impact of emotions on a person's motivation and subsequent behavioral changes can be monumental. Therefore, as the facilitator, it will help to be aware of any emotional barriers that may be keeping participants from being successful as they work to live happier, emotionally-well lives.

Following are some of the most prominent reasons that bar people from changing their negative, pessimistic emotions into positive, hopeful, and optimistic ones.

- Some people prefer instant gratification and fail to look at the long-term benefits and consequences of their behavior. People who work too much are often too worried about climbing the corporate ladder to see the effects their workaholic lifestyle is having on their emotions and the emotions of members of their family. They, and the members of their family, probably feel frustrated, stressed, and upset.
- Some people continue to experience negative emotions, often thinking that they will deal with the consequences at a later date. People unable to experience work-life balance find themselves being so negative that they alienate everyone around them.
- Some people feel they are too busy to worry about the consequences of unhealthy emotions. Because they are so wrapped up in work, they don't see or care that they are being negative and pessimistic.
- Some people simply are indifferent to unhealthy behaviors. They will express such negative ideas as *"This will never work out"* or *"You won't be able to do it!"*
- Some people have a sense of invincibility and believe that negative emotions will not affect them. A workaholic will say such things as "I am not grouchy" although they are constantly yelling at significant others in their lives.

Enhanced emotional well-being has been shown to contribute to one's ability to cope with stressors and change in life, self-esteem, and longevity. In working with emotions to enhance emotional well-being, you need to remember that emotions can influence thoughts and behaviors.

It is important to understand emotions and the ways in which thoughts and perceptions can alter the emotions people experience. Emotions have the quality of alerting people that something is wrong in their lives and something needs to be changed.

This workbook is designed to help your participants explore their negative emotions, identify why they are feeling these emotions, and explore ways to change negative emotions into positive ones.

(Continued on the next page)

Using this Workbook to Modify Behavior

Behavior Modification programs provide a process to PERMANENTLY change destructive and negative emotions and replace them with positive ones that will lead to greater health and well-being. The behavior modification program included in this series of workbooks contains several critical components:

Motivated Behavior Modification (MBM) Components

STEP 1: Self-Assessment – The first step in modifying behavior involves determining the frequency, circumstances, and outcomes of the emotions to be altered or enhanced. MBM relies on objective self-assessment to determine each participant’s unhealthy emotions and to establish a baseline for their strengths and limitations. Once a baseline is established, the data collected can be used to track a participant’s progress in changing unhealthy emotions to more healthy ones. The self-assessments contained in this workbook are referred to as “formative assessments” and can be used to assess participant’s current level of functioning and also to measure emotional change over time.

In this stage, people acknowledge that they have a problem and begin to seriously think about making healthier lifestyle changes. They want to explore in depth the level of their difficulties in changing negative emotions. Self-assessments are very powerful tools for helping participants learn more about themselves to gain valuable insights into their constructive and destructive emotions. Self-assessments are used by participants to better understand themselves and gain valuable insights into their thinking, feelings and behaviors. Self-assessments allow facilitators to gather information about participants to get a complete picture of each person.

Facts about self-assessments:

- Self-assessments provide you with a small sample of behavior and should not be used to stereotype participants. Self-assessments are designed to allow participants to explore their behavioral strengths and weaknesses.
- Factors such as cultural background, handicaps, and age should be taken into consideration when exploring self-assessment results.
- Self-assessments are designed to be self-administered, scored and interpreted by the participants. However, facilitators should be available to assist participants in understanding their scores in an objective and helpful way.
- Self-assessments are designed to gather self-reported data, thus the results are dependent on each participant’s motivation and cooperation.
- Self-assessment results should be explored in light of other behavioral data facilitators have available, not in isolation.
- Self-assessments can be used with individual participants or with groups.
- Self-assessments can be used to form specific decisions about the type of instruction that would be most beneficial. Thus, if your group scores lowest on a particular self-assessment for a chapter, that might be an effective place to concentrate instruction.
- Participants can use the results of their self-assessments to adjust and improve their behavior.

(Continued on the next page)

Using this Workbook to Modify Behavior

Motivated Behavior Modification (MBM) Components *(Continued)*

STEP 2: Support System – The next step in behavior modification involves participants recognizing who is in their support system and identifying which people are supportive of which topics. This requires participants to think about who can support them through each particular behavior modification, what their supporters can do, and how they will help. Support people may vary for each behavior. The person who is being supportive about low self-esteem can be different from the one being supportive about balancing work and personal life.

STEP 3: Journaling – The next step in behavior modification is journaling answers to specific questions. Journaling has been shown to be very effective in helping people to think critically about themselves and issues they are coping with. It is wise to remind participants not to concern themselves with grammar or spelling. Just free-writing thoughts and ideas is the purpose of the journal.

STEP 4: Goal Setting – The next step in behavior modification is to set goals to modify behavior. Goals initiate an action plan and are necessary to motivate behavioral change. Participants will set goals that will replace their old, negative habits with new, healthier habits. It is important to help participants determine which specific behaviors they want to change. This will help to give order and context to the change process. Goals provide participants with direction, priorities and a well-conceived action plan for MBM. Goals should meet these criteria:

- **Specific and Behavioral:** Goals must be stated in concrete, behavioral terms. For example, “I would like to be able to maintain emotional balance when I am experiencing change in my life” would be a concrete, behavioral goal.
- **Measurable:** Goals must be measurable so that people can track their progress. For example, “during an upcoming change in my life, I will meditate daily and look for opportunities in the change”.
- **Attainable:** Goals must be within reach or participants will not be motivated to work toward them. They must feel that they have a realistic opportunity to achieve their goals. For example, “By setting aside 15 minutes each night to meditate and reflect on the change in my life, I will be able to maintain emotional balance.”
- **Relevant:** Goals must be important to the participant. For example, knowing that a person who is feeling emotional balance will be able to maintain harmony at home.
- **Time-Specific:** Goals must have specific times for completion if they are going to have power. However, the time frames need to be reasonable and realistic so that participants will feel committed. For example, by setting a goal of “within the next week, I will begin setting 15 minutes aside to meditate and reflect,” the person will set a specific time within which to begin developing emotional balance.

The goal setting process helps participants to be personally accountable in changing their unhealthy behaviors.

STEP 5: Monitoring – The next step is to monitor behaviors until desired outcomes are reached. Sections will be included for participants to keep a regular record of their activities and progress. Motivation is the intrinsic drive that pushes participants into action and makes permanent behavioral changes. Motivation is enhanced when participants are working toward specific goals and monitoring their progress as they continue to make motivated behavioral modifications. By monitoring their progress as they move toward goals, participants reinforce MBM.

STEP 6: Rewards – This step defines rewards for accomplishing behavioral goals. Healthy rewards will vary from person to person. Participants will benefit by rewarding themselves for any positive steps taken to change unhealthy behaviors.

STEP 7: Tips – This final step provides insights into ways people can deal with unwanted behaviors.

Introduction for the Participant

Most major emotional problems today are due to an inability to understand and express feelings, feel comfortable with those feelings, and achieve emotional stability. When you are able to understand and take responsibility for the way you express your own emotions, you are then able to understand and accept the emotions of others. This ability is critical in developing and maintaining effective, healthy relationships.

Emotional wellness is very important to your overall well-being. People who are emotionally well tend to be able to understand and express their emotions and the effect of their emotions on others. They are more likely to be free of worry and anxiety, maintain an optimistic life outlook regardless of the events occurring in their lives, are able to overcome frustrations that occur, work to live happy lives, and take time out to laugh and engage in their favorite activities.

There are many benefits from maintaining emotional wellness:

- Ability to express emotions effectively.
- Adjust to change.
- Cope with uncomfortable emotions in healthier ways.
- Enjoy life despite its disappointments and frustrations.
- Appreciate healthy relationships.
- Focus in the present and not fear the future.
- Bounce back when experiencing different situations.
- Feelings of joy.
- Feel good about yourself.

As you can see, there are many reasons to develop emotional wellness skills and habits.

The biggest challenge is finding ways to identify and express your own emotions and recognize emotions of others so that you can develop healthy relationships.

The purpose of the *Emotional Well-Being Workbook* is to help you understand the relationship between emotions and your overall well-being and keep you motivated while you modify your emotional behavior. In this workbook, you will engage in various types of self-assessments, have an opportunity to set effective emotional goals, and look forward to living a healthier life.

(Continued on the next page)

Introduction for the Participant *(Continued)*

Some Things to Remember

Developing healthy lifestyle choices can be difficult, as is implied in the adage “It’s difficult to teach an old dog new tricks!” Developing positive emotions can be a challenging task, but successfully changing your negative emotions to positive emotions can be accomplished.

You can do this!

- Take one step at a time. By working on one behavior at a time, the task of changing your behavior will not feel insurmountable. Because emotions are so difficult to change, it is important to start with small emotions and work slowly to change one at a time. By trying to change more than one behavior at a time, people set themselves up for failure. Keep it simple!
- Create a support system to help you change your emotions. Who can you ask for help and support in changing your unhealthy emotions? Choose people with whom you feel comfortable, and people who would be helpful in a specific area of your life who know that you are trying to make changes. You don’t have to suffer in silence to successfully change an unhealthy emotion to a healthy one. Let people know about your desire to change and allow others to support you.
- Write everything down on paper. Saying you are going to make changes will not suffice. Self-assessments, working on defined behaviors and writing concrete goals will help you to be successful.
- Be persistent in your effort and do not to give up on yourself. Remember that it takes time to change emotional patterns. Do not expect immediate results. The purpose of setting goals is to help you take smaller steps leading to your overall goal. Plan for a healthier lifestyle. By developing motivated behavior modification (MBM) goals to work toward and achieve, you will remain motivated while you slowly turn unhealthy habits into healthy ones.
- Be accountable. If during your efforts to make positive changes you slip and go back to old emotional habits, don’t let this stop you. Attempt to learn from your setbacks and use your newfound knowledge to make successful choices. Monitor our progress.
- Reward yourself for a job well done. HEALTHY rewards provide you with positive feedback and motivate you to continue in your efforts to develop greater emotional well-being. You will find ways to reward yourself for a job well done!
- Use the tips, as applicable to you, provided on the last page of each of the sessions.

You are now prepared to begin making motivated behavior modifications (MBMs)! Working through the steps in each session of this workbook will allow you to more easily change unhealthy emotions into more healthy ones. This process really works. It is an exciting way to change your emotions and begin to enjoy and appreciate a happier, healthier life.

Table of Contents

Section I – Bounce Back

Step 1: Self-Assessment Introduction and Directions	17
Self-Assessment	18
Self-Assessment Scoring Directions	19
Self-Assessment Profile Interpretation	19
Self-Assessment Descriptions.	20
Step 2: Recognize and Develop a Support System	20
Step 3: Keep a Journal – Difficult Situations	21
Step 4: Set Goals.	22
Step 5: Monitor My Behavior – Believe Success is Possible.	23–24
Monitor My Behavior – Remain Open Minded.	25–26
Monitor My Behavior – Have a Positive Sense of Self	27–28
Step 6: Reward Myself	29
Step 7: Tips for Motivated Behavior Modifications	30

Section II – Identify and Express Emotions

Step 1: Self-Assessment Introduction and Directions	33
Self-Assessment	34
Self-Assessment Scoring Directions	35
Self-Assessment Profile Interpretation	35
Self-Assessment Descriptions.	36
Step 2: Recognize and Develop a Support System	36
Step 3: Keep a Journal.	37
Keep a Journal of My Emotions.	38
Step 4: Set Goals.	39
Step 5: Monitor My Behavior – Awareness	40
Monitor My Behavior – Body Language	41
Monitor My Behavior – Direct	42
Step 6: Reward Myself	43
Step 7: Tips for Motivated Behavior Modifications	44

Section III – Balance Work and Personal Life

Step 1: Self-Assessment Introduction and Directions	47
Self-Assessment	48
Self-Assessment Scoring Directions	49
Self-Assessment Profile Interpretation	49
Self-Assessment Descriptions.	49
Step 2: Recognize and Develop a Support System	50
Step 3: Keep a Journal.	51
Step 4: Set Goals.	52
Step 5: Monitor My Behavior – Work Life	53–54
Monitor My Behavior – Personal Life.	55–56
Step 6: Reward Myself	57
Step 7: Tips for Motivated Behavior Modifications	58

(Continued)

Table of Contents

Section IV – Maintain a Hopeful Outlook

Step 1: Self-Assessment Introduction and Directions	61
Self-Assessment	62–63
Self-Assessment Scoring Directions	64
Self-Assessment Profile Interpretation	65
Step 2: Recognize and Develop a Support System	65
Step 3: Keep a Journal.	66
Step 4: Set Goals.	67
Step 5: Monitor My Behavior – Hope.	68
Monitor My Behavior – Life Outlook	69
Monitor My Behavior – Attitude	70
Overcoming Obstacles	71
Step 6: Reward Myself	72
Step 7: Tips for Motivated Behavior Modifications	73

Section V – Feel Good About Yourself

Step 1: Self-Assessment Introduction and Directions	77
Self-Assessment	78–79
Self-Assessment Scoring Directions	80
Self-Assessment Profile Interpretation	80
Self-Assessment Descriptions.	81
Step 2: Recognize and Develop a Support System	81
Step 3: Keep a Journal.	82
Step 4: Set Goals.	83
Step 5: Monitor My Behavior – Pride.	84
Step 5: Monitor My Behavior – Image	85
Step 5: Monitor My Behavior – Outlook	86
Step 5: Monitor My Behavior – Self-Approval	87
Step 5: Monitor My Behavior – Summary	88
Step 6: Reward Myself	89
Step 7: Tips for Motivated Behavior Modifications	90

Section VI – Accept Change

Step 1: Self-Assessment Introduction and Directions	93
Self-Assessment	94
Self-Assessment Scoring Directions	95
Self-Assessment Profile Interpretation	95
Step 2: Recognize and Develop a Support System	96
Step 3: Keep a Journal.	97
Step 4: Set Goals.	98
Step 5: Monitor My Behavior – Realistic	99–100
Monitor My Behavior – Wellness	101–102
Monitor My Behavior – Control.	103–104
Step 6: Reward Myself	105
Step 7: Tips for Motivated Behavior Modifications	106

(Continued)

Table of Contents

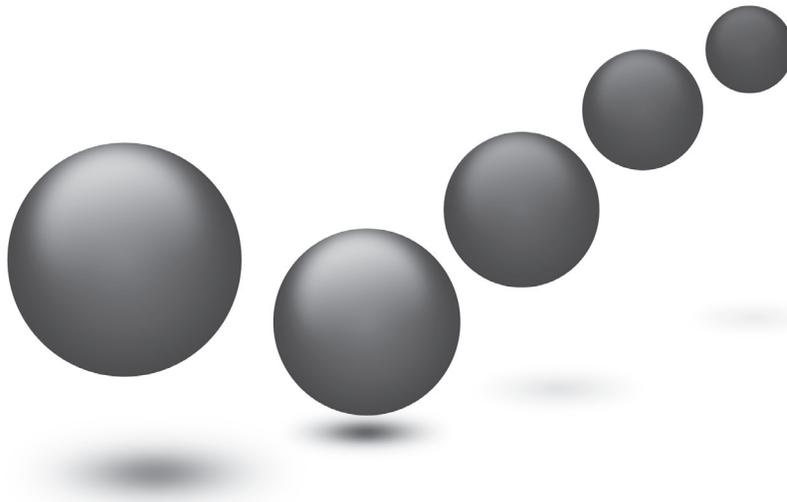
Section VII – Enjoy Life, Laugh and Have Fun

Step 1: Self-Assessment Introduction and Directions.....	109
Self-Assessment	110–112
Self-Assessment Scoring Directions	113
Self-Assessment Profile Interpretation	113
Self-Assessment Descriptions.....	114
Step 2: Recognize and Develop a Support System.....	114
Step 3: Keep a Journal.....	115
Step 4: Set Goals.....	116
Step 5: Monitor My Behavior – Enjoy Life	117–118
Monitor My Behavior – Laugh.....	119–120
Monitor My Behavior – Have Fun	121–122
Step 6: Reward Myself	123
Step 7: Tips for Motivated Behavior Modifications.....	124

EMOTIONAL WELL-BEING

SECTION I

BOUNCE BACK



*“No matter how far life pushes
you down, no matter how much
you hurt, you can always
bounce back.”*

— **Sheryl Swoops**

Name _____

Date _____

EMOTIONAL WELL-BEING

BOUNCE BACK

Step 1: Self-Assessment Introduction and Directions

Resiliency is the ability to bounce back when the going gets tough. A resilient person is able to handle hardship and turn setbacks into comebacks, regain stability quickly in difficult situations and stay emotionally healthy during periods of uncertainty and stress. They are able to rebound from adversity even healthier than they were.

The purpose of the Bounce Back Self-Assessment is to help you explore how resilient you are in times of difficulty and stress. Read each statement carefully and circle the number of the response that describes you best.

	USUALLY TRUE	RARELY TRUE	NOT TRUE
1. I see challenges as interesting opportunities	3	2	1

In the above example, the circled 3 indicates that the responder usually sees challenges as interesting opportunities.

This is not a test and there are no right or wrong answers. Do not spend too much time thinking about your answers. Your initial response will be the most true for you. Be sure to respond to every statement.

Turn the page and complete the Self-Assessment

BOUNCE BACK

Step 1: Self-Assessment

	USUALLY TRUE	RARELY TRUE	NOT TRUE
1. I see challenges as interesting opportunities	3	2	1
2. I expect things to work out	3	2	1
3. I can't find solutions to problems in times of trouble.	1	2	3
4. I expect the best for myself and others	3	2	1
5. I am able to view stressful situations as personal challenges.	3	2	1
6. I wonder why terrible things keep happening to me	1	2	3
7. I know that bad things will happen to me	1	2	3
8. I am able to ignore hurtful criticism	3	2	1
9. I know I can make good things happen in my life	3	2	1
10. I believe that I will be successful	3	2	1
I. TOTAL = _____			
11. I am open-minded to new ideas	3	2	1
12. I am not very flexible or adaptable.	1	2	3
13. I have a difficult time with change	3	2	1
14. I am not spontaneous.	1	2	3
15. I use humor to help me through tough times.	3	2	1
16. Not knowing what's in store for me in the future does not bother me.	3	2	1
17. I have trouble taking positive, calculated risks.	1	2	3
18. I am able to make light of myself even in difficult situations.	3	2	1
19. I have a hard time motivating myself.	1	2	3
20. I am able to bounce back when situations get tough.	3	2	1
II. TOTAL = _____			
21. I recognize my special talents	3	2	1
22. I have focus in my life.	3	2	1
23. I want to make a positive contribution to society	3	2	1
24. I worry about what my peers say about me.	1	2	3
25. I take responsibility for my actions	3	2	1
26. I like to discover new things about myself, positive or negative	3	2	1
27. I do not give up on anything until it is completed	3	2	1
28. I feel like I am a victim	1	2	3
29. I am able to learn from my mistakes	3	2	1
30. I worry about looking foolish in front of anyone	1	2	3
III. TOTAL = _____			

Go to the Scoring Directions on the next page



BOUNCE BACK

Step 1: Self Assessment Scoring Directions

The self-assessment you just completed is designed to help you explore whether you to bounce back from difficult situations or when the going gets tough. For each of the items on the previous page, total the scores you circled. Add your circled numbers and put that total on the line marked TOTAL at the end of the section and then transfer that number below.

_____ **I. Believe Success is Possible**

_____ **II. Remain Open-Minded**

_____ **III. Have a Positive Sense-of-Self**

Profile Interpretation

Find the range for your scores and use the information below to assist you in the interpretation of your scores.

Total Scales Scores	Result	Indications
Scores from 24 to 30	High	You are able to easily bounce-back when times get tough. You believe that great things are going to happen, you are very open-minded and have an excellent sense of yourself.
Scores from 17 to 23	Moderate	You are somewhat able to bounce-back when times get tough. You believe that good things are going to happen, you are open-minded and have a positive sense of yourself.
Scores from 10 to 16	Low	You have a difficult time bouncing-back when times get tough. You do not believe that good things are going to happen, you are not very open-minded, and have a do not have a positive sense of yourself.

Go to the Scale Descriptions on the next page

BOUNCE BACK

Step 1: Self-Assessment Descriptions

Believe Success is Possible – This self-assessment is designed to measure your level of resilient thinking. People scoring high on this self-assessment usually have a positive belief system. They look for what’s right rather than what’s wrong. They believe that they are going to be successful.

Remain Open-Minded – This self-assessment is designed to measure how open-minded you are. People scoring high on this self-assessment are usually flexible and can adapt to different situations easily. They are receptive to new ideas and are not bothered by uncertainty.

Have a Positive Sense of Self – This self-assessment is designed to measure how well you know yourself. People scoring high on this self-assessment usually understand and utilize their talents and special skills. They are not worried about what others think of them and they take responsibility for making sure that good things happen in their lives.

Step 2: Recognize and Develop a Support System

To bounce back in difficult times, a support system can be critical in your success. Not every supportive person in your life will be helpful, but many will be supportive. Complete the following table with people who might be able to support you with your ability to bounce back from difficulties.

Supporter	How This Person Can Support Me	How I Can Contact This Person
<i>My friend Sally</i>	<i>She is good at reminding me of my special qualities</i>	<i>Email: Sally@.com, Phone and Text:000-0000</i>

Keep this list handy. Call, email or text when you need support.

BOUNCE BACK

Step 3: Keep a Journal – Difficult Situations

The following journaling questions are designed to help you develop and maintain a resilient outlook and prepare you to be able to bounce back from difficult situations. Remember, your thinking can affect how motivated you are to make healthy changes in your behavior.

What difficult situations do you face in your life?

How are you handling them?

What difficult situations have you faced in the past?

How have you handled them?

What keeps you from bouncing back from difficult situations?

BOUNCE BACK

Step 4: Set Goals

A well-conceived action plan will help you to develop the resiliency skills to help you cope with stress and adversity. For your action plan identify both the behavior you want to change and the goals required for you to reach the ultimate goals that will help you to bounce back easily and quickly.

The behavior I want to change _____

Goals need to be SMART:
 Specific, Measureable, Attainable, Realistic and Time-Specific

Goals	How I Will Measure This Goal	How Is This Goal Attainable and Realistic?	Time Deadline	How This Will Help Me
<i>Have less arguments with members of my blended family</i>	<i>Less amount of verbal confrontations</i>	<i>I can be more flexible and open-minded with ALL family members.</i>	<i>6 months</i>	<i>I will have less stress and more family harmony.</i>

If you are having trouble identifying goals, consult TIPS, page 30.



BOUNCE BACK

Step 5: Monitor My Behavior – Believe Success is Possible

Monitoring your progress toward your resiliency goals will help ensure that the ability to bounce back becomes a part of your personality. Keeping track of your behaviors through logs will help you determine what you have accomplished at given times. Periodic re-evaluations support your success. Once you reach your goal(s), set new ones to improve or maintain what you have already achieved. Use a separate page for each bounce back behavior you want to improve.

EXAMPLE:

My healthy behavior change *Have a more positive outlook in life*

My goal *See opportunities for improving my life after being downsized*

Date	My Accomplishment	How It Felt
1/1/2014	<i>I made an effort to see new job possibilities.</i>	<i>I feel a new energy and excitement.</i>



Believe Success is Possible

My healthy behavior change _____

My goal _____

Date	My Accomplishment	How It Felt

(Continued on the next page)

BOUNCE BACK

Step 5: Monitor My Behavior **Believe Success is Possible** *(Continued)*

Write about a setback you have encountered lately?

What keeps you from believing you can be successful after experiencing this setback?

How can you begin to see the opportunities in this situations?

How can you begin to make positive things happen?

(Continued on the next page)



BOUNCE BACK

Step 5: Monitor My Behavior – Remain Open Minded

Monitoring your progress toward your goals will help to develop and maintain a more open-minded outlook on life. Keeping track of your behaviors through logs will help you determine what you have accomplished at given times. Periodic re-evaluations support your success. Once you reach your goal(s), set new ones to improve your ability to bounce back. Use a separate page for each change.

EXAMPLE:

My healthy behavior change *Lighten up a bit*

My goal *Not get frustrated by life's little frustrations*

Date	My Accomplishment	How It Felt
1/1/2014	<i>I didn't become angry when the garage door wouldn't open.</i>	<i>It felt good to be not so quick to anger.</i>



Remain Open Minded

My healthy behavior change _____

My goal _____

Date	My Accomplishment	How It Felt

(Continued on the next page)

BOUNCE BACK

Step 5: Monitor My Behavior – Remain Open Minded *(Continued)*

How can you live your life more spontaneously?

In what ways are you flexible? Rigid?

What types of healthy, calculated risks do you want to begin taking?

How can you incorporate more laughter into your life?

(Continued on the next page)



BOUNCE BACK

Step 5: Monitor My Behavior – Have a Positive Sense of Self

A positive sense of self is critical in bouncing back! Monitoring your progress toward your goals will help to reinforce your resiliency. Keeping track of your behaviors through logs will help you determine what you have accomplished at given times. Periodic re-evaluations support your success. As you achieve your resiliency goals, set new ones to improve or maintain what you have already achieved. Use a separate page for each way you want to develop greater resiliency.

EXAMPLE:

My healthy behavior change *To begin using my talents more*

My goal *To start writing again, even if I don't show it to anyone*

Date	My Accomplishment	How It Felt
1/1/2014	I wrote ten pages.	Satisfying.



Have a Positive Sense of Self

My healthy behavior change _____

My goal _____

Date	My Accomplishment	How It Felt

(Continued on the next page)

BOUNCE BACK

Step 5: Monitor My Behavior **Have a Positive Sense of Self** *(Continued)*

What talents do you possess that you use now? _____

What talents do you possess that you don't use? _____

Why don't you use these talents? _____

When do you find yourself feeling like a victim? _____

How can you overcome those feelings? _____

About what would you like to learn? _____

What are you doing when you are most worried about what other people say? _____

Do you really need to care? Why or Why not? _____



BOUNCE BACK

Step 6: Reward Myself

You now are beginning to bounce back from adversity! Congratulations! You need to give yourself a pat on the back or some other reward. People who reward themselves are more likely to remain resilient than people who don't! Your reward needs to be something that will give you the incentive to bounce back more quickly and easily. It needs to be healthy, within your budget and something you'll be excited about. If you are buying yourself something, be sure your reward is something you wouldn't ordinarily buy or do. Brainstorm some possible rewards.

- Rewards that would be meaningful to me _____
- Small rewards I could give myself _____
- Large rewards I could give myself _____
- Things that would not cost money and would be fun _____
- Rewards that I can afford and that would be fun _____
- Rewards that I enjoy alone _____
- Rewards I enjoy with people who support me _____

You deserve a pat on the back for the hard work you are completing in this session. Rewards help you to pay attention to your triumphs, not your setbacks. Rewards will create good feelings and propel you to want to work harder to reach your goals. Whenever you have completed or achieved one of your goals, treat yourself to one of the items on your list. You can also reward yourself by giving yourself positive affirmations when you have achieved a goal. Below are some samples. Cut them out and post in visible spots at home and work! If these don't work for your goal, write your own on sticky notes!



<i>I am creative and resourceful.</i>	<i>Good things do happen to me!</i>	I have control over my own thoughts.
<i>I know that I will be okay!</i>	<i>I'm sure things will work out for me!</i>	I am emotionally resilient!
I choose to have a positive attitude.	I bounce back when things get tough!	<i>I am open-minded!</i>

Pablo Valle said, "Write this down: My life is full of unlimited possibilities." What are the possibilities in your life? List them.

BOUNCE BACK

Step 7: Tips For Motivated Behavior Modifications

Belief Success is Possible

- Use positive thinking such as *“I am responsible for my own success”* and *“I can turn this setback into an opportunity”* in the face of setbacks.
- Set and work toward goals and you will be successful.
- Build on your positive, uplifting successes from the past. Think about how you can replicate the process.
- Identify exciting challenges that may be hiding in the difficulties you face.

Open-Mindedness

- Stay hungry for opportunities to stretch yourself and learn new things. What would you like to learn more about?
- Lighten up by incorporating humor into your life. Try going to a silly movie, reading a funny book or magazine, or recall funny jokes you have heard or incidents from the past.
- Take positive, calculated risks that stretch beyond your comfort level.
- Find ways to enjoy the mystery of not knowing almost as much as you enjoy definitiveness and certainty.

Positive Sense of Self

- Know and understand your limitations and work to overcome them. You can also try to use your limitation in a novel and creative way.
- Maintain focus and a sense of purpose in your life.
- Identify and explore your philosophical framework through which difficult personal experiences can be interpreted with meaning and hope.
- Learn from your mistakes. Think about several things you did in the past that you feel were mistakes. Describe what you learned from these experiences. How will this understanding help you in the future?