



HOW TO MANAGE EMOTIONS

The following topics are presented in session 3 of the Grow in Flow course. Here is a formula to control and manage emotions that is widely discussed in lesson 3.

Step 1: Recognize your emotions

Become aware of your emotions.

Questions to ask yourself:

What is it?

What do I feel?

How can I name it?

Before you take any action:

- Breathe through emotions
- Take time out
- Face your fears

Step 2: Explain what triggered your emotions

Questions to ask yourself:

I feel... Why?

What triggered the emotion?

How do I interpret what has happened?

Do I feel threatened? Insecure? Intimidated?

What do I think about the person that was involved in the situation?

- **Dispute your beliefs**, generate alternatives, and produce counter-evidence by asking yourself:

What do I know for sure?

Are my beliefs biased (e.g. by my past experiences, similar situations?)



GROW IN FLOW

Where is the evidence?

Is there any explanation for that?

What's the worst-case scenario?

- **Put things in perspective** and replace your negative/irrational/false beliefs with some new, effective, positive ones.

Step 3: Respond to the emotions/a situation/a person the way you choose

Take control over your emotions by deciding how you want to respond to them.

Questions to ask yourself:

What can I do about it?

What do I want to do about it?

How do I want to respond?

How do I want to respond to a person who triggered my emotions?

The most healthy way to respond:

- Express your emotions
- Forgive
- Move on

Additional tools:

- Take responsibility for your part
- Set personal boundaries in the future