

Boundaries And Balance: How To Say No And Still Be Likable

O.P.B.F.C. METHOD WORKSHEET

PICK DIFFERENT WAYS TO SHARE WHAT YOU ARE **OBSERVING** IN THE INTERACTION WITHOUT BLAME:
EXAMPLE "I NOTICED I LEFT THE DOOR OPEN":

WHAT MAKES THE PROBLEM A **PROBLEM** FOR YOU? WRITE DOWN WHAT NEEDS TO HAPPEN BUT ISN'T HAPPENING:
EXAMPLE "I NEED TO FINISH MY REPORTS ON FRIDAY..."

BRAINSTORM POSSIBLE SOLUTIONS FOR THE INTERACTION NEED AND TO RESOLVE THE PROBLEM. WRITE AS MANY AS YOU CAN THINK OF.

SHARE **FEEDBACK** WITH THE PERSON YOU'D LIKE TO SET BOUNDARIES WITH ABOUT WHY YOU'LL BE WORKING TO DO THINGS DIFFERENTLY MOVING FOWARD.

COLLABORATE/ AGREE ON THE INTERACTION PLAN FOR YOU TO MOVE FORWARD. THIS IS AN IDEAL TIME TO GET THE OTHER PERSON TO CONFIRM THEY HEARD YOU AND UNDERSTAND YOU.