PREPARE / RESOURCE 04

What Am I Feeling and Needing?

Turn a general sense of upset into a clearer message.

Name / reference: _____ Date: _____

Before choosing words, separate the event, your interpretation, your feelings and what matters to you. A need might involve rest, fairness, information, privacy or connection. A request is a specific action you would like someone to consider. They may have a different view; naming a need does not guarantee agreement.

WORKED EXAMPLE

Event: a friend changed the meeting time and I found out late. Feeling: frustration. Need: reliable information. Request: "I would like a message as soon as the plan changes." Interpretation to check: "They do not care about my time."

START HERE

What happened that someone else could have seen or heard?

What meaning did I give it? What am I assuming?

What feelings do I notice? How strong are they, 0-10?

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A HELPFUL REMINDER

You do not need the perfect emotion word. "Upset", "unsure" or "overwhelmed" can be a useful starting point.

PRACTISE IN YOUR OWN WORDS

What matters to me here? What might I need?

What specific action would I like to request?

What could the other person need or see differently? I can check this.

My clear message, in one or two sentences:

What would I like to clarify before the conversation?