



# PASSPORT PERSONAL POWER I

## Survival Sentences

Statements allowing you to respond, not just react. Claim your personal power with a few key words. You do not have to show up for every fight you are invited to. Say what you mean, mean what you say, but don't say it mean.

### When confronted by a hostile person:

1. *I think: What a jerk!*  
I say: **I'm sorry you feel that way.**
2. *I think: How dare you!*  
I say: **I don't deserve this.**
3. *I think: You're full of it!*  
I say: **It sounds like your having a bad day.**
4. *I think: Why you selfish so & so!*  
I say: **This may work for you, but it doesn't work for me.**
5. *I think: You insensitive bore!*  
I say: **If I answer that question, what are you going to do with that information?**
6. *I think: You're crazy!*  
I say: **I choose not to be around such anger. I am available to talk when things calm down.** (Have a heart to heart)\*

\*If the person refuses to talk later, it may be best to write a letter, and have a trusted friend give feedback before presenting it.

# My part in the Heart to Heart

## Suggestions to tell the other person:

1. I see your point; now here is the way I see it.
2. I don't know how to answer that right now.
3. I will think about it and get back to you.
4. You may be right; I will consider it.
5. It is what it is.
6. Bummer.
7. I am sorry. How can I make it right?
8. Tell me more; I'm ready to listen.
9. I respect myself and choose not to jeopardize that.
10. What is really important here?
11. I choose kindness rather than winning.
12. Thank you anyway.
13. Did this raise any questions for you?
14. This is not about you or me.
15. I love you, so therefore I want to work it out.
16. I really do see the error in my ways, so I am asking for forgiveness,
17. I want to discuss, not debate, our differences.
18. Let's make this win-win situation.
19. Unfortunately, this bothers me.
20. It's important to me, but I feel it isn't to you.
21. I need you to clarify that.
22. What can I expect from you?
23. This is not a popularity contest. No votes needed.
24. This is what I can do and this is what I can't do.
25. My love isn't translating well, but I care and am here.
26. I am not willing to let that go.
27. I matter; you matter.
28. I've changed.
29. I choose not to cave in to your belief system.
30. I didn't cause it, I can't control it, and I can't fix it.
31. I have faith that you can and will solve this problem.
32. I love you, and this is what my love looks like today.
33. How's that working for you?
34. Where is love in all this?
35. Can you be okay with this today?
36. That works for you, but it doesn't work for me.
37. I believe in you.
38. I am sorry you feel that way.
39. I don't deserve it.
40. It sounds like you are having a bad day.

## Suggestions to tell yourself:

1. Don't explain; don't complain.
2. Don't ask; you will become involved.
3. Unsolicited advice is criticism.
4. He needs to do what he needs to do, as long as he needs to do it.
5. Speak only to improve the silence.

**My goal is to have healthy boundaries in my thoughts as well as my words.**



# PASSPORT PERSONAL POWER II

## Healthy Boundaries

Statements allowing you to establish limits and speak in a manner others will listen to. Claim your personal power by clearly stating your boundaries.

### When confronted by an invasive person:

1. *I think: Shut up!*

I say: **I can't concentrate when you are tapping your pencil on your desk. I need quiet to complete my work. (If he/she does not stop) You or I will have to go elsewhere.**

2. *I think: That's my shirt you have on! Give it back this minute, you jerk!*

I say: **I am irritated that you are wearing my shirt without asking me. I expect you to check with me before using my things. (If he/she continues the behavior) I will be putting a lock on my door.**

3. *I think: Hurry up, Slow Poke! It is your fault that I will miss the first part of the play.*

I say: **I am frustrated that you are ten minutes late and we'll miss the first part of the play. Next week I will be leaving on time, whether you are here or not.**

4. *I think: No way am I going to that family reunion with those awful people who insulted me last time!*

I say: **No, thank you.**

5. *I think: This is my vacation! I'm sick of watching your kid while you sit around reading a book!*

I say: **I'm taking a walk. I'll see you for dinner at 6pm.**

## My Story

(I wrote it; I have the only copy; I am the only one interested)

### Suggestions to write about that clarify my boundaries:

1. History-story of my life
2. Feelings-my emotional state
3. Physical status-my looks and health
4. Behavior-my actions
5. Beliefs-truth as I see it
6. Values-how I spend money, time & energy
7. Opinions-my slant on things
8. Responsibilities- my part
9. Goals-my plans
10. Hopes-my wishes
11. Dreams- my imaginary world

P.S. I won't be telling your story! I will be listening for you to do that!

### Suggestions of positive ways to communicate my story:

1. Let others know how their behavior is making me feel.
2. Let others know the behavior I want from them in a given situation.
3. State clearly what I will and will not do in a given situation.

### Suggestions to eliminate a story that doesn't need to be written:

1. Leave out explanations or excuses, especially when saying NO. (not everyone is going to like me)
2. Omit demands, warnings, orders, name-calling, advising, judging, threatening, evaluating, whining and profanity.

**My goal is to be at peace in the midst of unsolved problems.**

## Accept My Gift:

“I wish for you perpetual quietness of heart. May you wonder at nothing done to you, and feel nothing done against you. May you be at rest when nobody praises you and when you are blamed and despised, may you have a secret place to go in your heart, and be at peace, in a sea of calmness, when all around and about is seeming trouble.”

Adapted version, an Anonymous Author  
(quote from a plaque on Dr. Bob's desk)