

# the EMOTION PROCESSOR

## before you begin...

When negative emotions arise, holding onto them allows them the opportunity to become contagious to those around you. They can also keep you from moving on to whatever you need to handle next. The larger the emotion, the bigger the obstacle to moving forward.

In this exercise, we take you through 4 questions to help you process your emotions as they arise.

## ignoring ≠ control

*Control over emotions doesn't mean to stuff them down, or pretend they aren't there.*

Processing emotions is a critical step to keeping emotions in check. Left unchecked, emotions can be quite destructive. However, processing emotions can be empowering and liberating.

The faster you can process your emotions, the less they will get in your way. And the more you practice, the faster you will become.

While it's best to handle emotions as they arise, sometimes you need to take a step back and spend some extra time thinking through your feelings and their effects.

# how to use the emotion processor

Pick ONE emotion you are experiencing and ask yourself the following questions. If you are experiencing more than one emotion, process each one separately.

## 1. What am I feeling?

What emotion are you experiencing?

## 2. Why do I feel this way?

What action or circumstance caused the emotion? What thoughts led you to feel this way?

## 3. What can I do about it?

Can you change the situation or create a solution that would lead to a different (more positive) emotion? If not, can you let it go? How?

## 4. What AM I going to do about it?

Make a commitment to taking action or letting go.

## example

Someone canceled a meeting with me at the last minute.

1. **What am I feeling?** I feel disrespected.

2. **Why do I feel this way?** They obviously think their time is more valuable than mine.

3. **What can I do about it?** Send them a nasty email demanding their respect. Be thankful for the extra hour I now have to focus on my work.

4. **What AM I going to do about it?** Choose to be happy about the extra time I have now and get some work done!

1. what am I feeling right now?

2. why do I feel this way?

3. what can I do about it?

4. what AM I going to do about it?