



R.E.A.L. GoalSM: Say No

(Realistic, Easy, Attainable, Life Goals)

Example: I will begin to say “no” to requests that I really want to say no to.

The benefits:

- When you start to say no, you begin to realize it is not a bad word.
- When we say no to things that we really do not want to do, you are setting a healthy boundary.
- Between work and life obligations, we sometimes sacrifice the things that we love; this ends up draining our energy and can cause stress and health concerns.
- Learning to say no without guilt allows us to prioritize how we will spend our time and can make life more productive and satisfying.

Quick tips:

- **Find your yes.**
 - Before you can become good at saying no, you have to know what you're saying yes to.
 - View every opportunity that you pass with a no as saying yes to something else – something that you'd prefer to do or something more important to you in the long run.
- **Sleep on it.**
 - Even if you feel like saying yes (and especially if you're having doubts), ask for a day to think about it before providing an answer.
 - It's going to be much easier to say no once you've had time to consider all your commitments and whether the item in question is a realistic addition to your schedule.
 - This will also give you a chance to come up with the best way to say no.
- **Sandwich it between two yeses.**
 - This will ensure that your no will be kinder and is a way to explain prior commitments.

Check out these webinars on YouTube to learn more:

- Ted Talks - The Gift of "No" by Suzan' Stroud
- Ted Talks - Say Yes to No by Yamini Singh

To choose another goal, go to: prevea360.com/realgoals

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