



3 TOOLS TO BEGIN BREAKING FREE FROM PEOPLE PLEASING

Tool One: Buying Time (2 parts)

This tool will allow you to:

- Identify your options
- Weigh the pros and cons of each option
- Select the best option
- Communicate your option back to the other person

So the scenario is that someone has asked you to do something for them.

Buying time – Part One

Sample phrases you can use:

- “Would you hold for just a minute?” (phone)
- “Could I call you back in just a few minutes?” (phone)
- “Would you excuse me for a minute, I was just headed to the bathroom”
- “Would you excuse me for a minute I was just headed to get something out of my car (my office, my room, the kitchen...etc.)”

So now you have bought some time to stop the impulse habit of saying “Yes”.

Buying time – Part Two:

Then when you come back on the phone or back in front of the person you can use these suggested phrases to provide the first part of your answer:

- “Let me get back to you with an answer after I check on a few things”
- “I need a little time to think about that. I’ll call you back (say when)”
- “I might have a conflict; I will check and get back to you as soon as I can”
- “I’m not sure if I have time for that but I will let you know (say when)”

This tool of buying time allows you to explore what it is that you really want to do, or don’t want to do before communicating your final answer.

So now that you have successfully communicated your buying time response, it is possible that you will be met with resistance from the person who is used to you saying “yes” right away and they may try to get you to change your answer.

Tool Two: The Broken Record

Sample conversation:

- You: Hi I’m back, **I might have a conflict, I will check and get back to you tomorrow”**
- Them: I can’t wait until tomorrow I need to know now, can’t you help?
- You: I understand that you need an answer, but **I might have a conflict, I will check and get back to you tomorrow”**.
- Them: Well could you come and help for just a few hours, you could do that for me right?
- You: I know how much you want me to help you, **but I might have a conflict, I will check and get back to you tomorrow.”**

So now it’s time to deliver your final answer as promised.

Tool Three: The Firm but Pleasant “NO”

Sample phrases:

- “I called to get back to you about your request the other day. It turns out that I won’t be able to do that for you, but I want to thank you for thinking of me.”
- “Thank you again for that nice invitation. But I just won’t be able to accept it this time. It turns out that I do have a conflict.”
- “I’m calling to get back to you about your request from last Tuesday. Actually, I’m sorry to say that I won’t be able to do that. But thanks so much for thinking of me.”

What happens if you get more resistance? And they try to change your mind? You guessed it, back to the broken record!

So, practice practice practice with these tools. You will see how rewarding it can be to reclaim your own power and time!

If you need some help with this, please reach out.

“You can be a good person with a kind heart and still say “NO”.”