Moody.
21 TOOLS TO RESET NOW FOR THE EMOTIONALLY AWARE TEAM WORKER

BY COACH KIKI KEALAH PARKINSON

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You may (or may not) consider yourself a confident communicator. But you do know you're looking for MORE. When fight-or-flight comes up for you, how do you respond? Do you react (\& then regret it)? ... You are a real person with a nervous system, not a workplace Al bot. But, postpandemic, you may be searching for the right place to put your emotions.

If you \& your team are feeling extra "moody," Communications Coaching for Teams may be right for you.



I've been called "moody" for most of my life. But it's been happening less \& less over the last decade. In fact, I rarely hear it now. Instead, people tend to ask me if I'm okay when I seem moody. And I answer: "I'm just frustrated today," or "I'm so angry right now!" or "I feel tired."

## No one calls me "moody" anymore, because I finally understand my

 moods. FUN: NY HOW THAT WORKS.YOU CAN DO IT, TOO. Start getting more acquainted with your own moods in the moment to take more control of how you feel. Here are $\mathbf{2 1}$ Tools to help today.
P.S. - These tools are simple, but that's exactly what makes us often overlook them. They seem too easy. Or, in the moment, too hard to do. Or not worth the effort (because we may think it's ridiculous to use such simple tools to make big shifts) ...

But here's the deal:
Small steps made with intention begin our path to presence.

## And, ultimately, that's what heals us.

You can learn more about my story here: https.//buildbetterhumans.substack.com Lp/my-survivor-day-story

... use this booklet:

1. Any way you want! ('That's Rule \#1.)
2. You can read through \& contemplate the tools ...
3. ... or practice them $\mathcal{E}$ think about how they work for you as you try.
4. Flip to a page that speaks to you in the moment.
5. Notice what you feel as you read any part of this.
6. Follow your curiosity \& flip to other pages that seem to be on-topic.

## YOU CAN DO IT.

Any progress is progress. All progress counts. These 21 Tools are part of my forthcoming book from Balboa Press, 365

Days of Mood Tools..

# Naming Our Emotions 

## CENTERING THOUGHT:

I CAN EASILY DEFINE MY FEELINGS BY NAMING THEM WITH THE CATEGORIES MAD, GLAD, SAD AND SCARED.


## Sinilig <br> CENTERING THOUGHT:

SHIFTING MY PHYSICAL STATE IS
ONE WAY I MAKE SUBTLE SHIFTS IN MY MENTAL STATE TO FIND OTHER OUTSIDE RESOURCES. I CAN
CHOOSE TO PRACTICE SMILING AT ANY MOMENT TO NOTICE WHAT EFFECT IT HAS ON MY MENTAL STATE, MY MOODS AND MY ENVIRONMENT.

Photo by Canva

## Self-Assessment:

## The BMT Index ${ }^{\text {тм }}$

## CENTERING THOUGHT:

THERE ARE MANY TOOLS I CAN USE AT ANY GIVEN MOMENT TO SELFASSESS HOW I AM FEELING. I CAN PRACTICE THE BMT INDEX ${ }^{\text {TM }}$, IDENTIFYING MY BODY SENSATIONS, EMOTIONAL MOODS AND MY THOUGHTS NOW.

## CENTERING THOUGHT:

EVEN IF SOMEONE ELSE SETS MY GOAL OR MY DEADLINE, ONLY I CAN AGREE TO COMPLETE THE GOAL ON-TIME OR NOT. THEREFORE, I AM ULTIMATELY IN CHARGE OF MY OWN GOALS. KNOWING THIS, I AM EMPOWERED TO DO MY BEST AND TO ASK FOR HELP WHEN AND WHERE I NEED IT AS I WORK TO REACH MY SELFDEFINED GOALS.

## Anxiety

## CENTERING THOUGHT:

I FEEL MY ANXIETY IN MY BODY, MOODS AND THOUGHTS. IT CAN KEEP ME SAFE FROM IMMINENT
DANGER. AND WHEN TRUE DANGER
IS NOT PRESENT, BUT ONLY PERCEIVED, I CAN USE TOOLS LIKE BREATHING AND GROUNDING TO CENTER MYSELF IN SAFETY.

## Holidays

## CENTERING THOUGHT:

ANY HOLIDAY CAN BE STRESSFUL FOR A VARIETY OF REASONS THAT I MAY OR MAY NOT FULLY

UNDERSTAND. I CAN USE TOOLS TO EXAMINE MY PERSONAL THOUGHTS AND FEELINGS AROUND THE PRESENT HOLIDAY, LIKE JOURNALING, THE BMT INDEXTM OR TALKING TO A TRUSTED FRIEND. THE MORE AWARE I AM OF MY OWN COMPLEX FEELINGS, THE MORE CHOICES I GIVE MYSELF PERMISSION TO MAKE ABOUT HOW I SPEND MY HOLIDAY TIME.

## Impulsivity

CENTERING THOUGHT:
I CAN PICK ANY MOMENT TO STOP NOW
INSTEAD OF ACTING ON MY IMPULSIVE DESIRES. I FEEL MY HEARTBEAT AND MY BREATH AND THE GROUND BENEATH ME AND KNOW THAT ALL FEELINGS COME AND GO, AND THAT THIS, TOO, WILL PASS.

## Complex Grief

## CENTERING THOUGHT:

GRIEF IS A NORMAL PART OF HUMAN LIFE THAT ANYONE CAN EXPERIENCE AFTER ANY KIND OF LOSS. I CAN FIND SAFE ENVIRONMENTS TO EXPERIENCE AND EXPRESS MY FEELINGS OF

GRIEF. AND LIKE ALL OTHER EMOTIONS, THOSE AROUND GRIEF DO COME AND GO. I CAN GROUND MYSELF IN THESE REALITIES TO LIMIT THE COMPLEXITIES OF MY OWN GRIEF PROCESS.

## Sleep

## CENTERING THOUGHT:

I CAN CHECK IN WITH MY BODY OR USE OTHER TOOLS TO TRACK MY SLEEP CYCLES AND THE QUALITY OF MY SLEEP. WHEN I GIVE MYSELF ADEQUATE TIME TO UNWIND, REST AND AWAKEN REFRESHED, I IMPROVE MY ENTIRE DAY.

## Diagnosis

## CENTERING THOUGHT:

DIAGNOSIS MAY OR MAY NOT BE A PART OF MY MENTAL WELLNESS JOURNEY. IF IT IS, I CAN HELP TO FACILITATE THE PROPER DIAGNOSIS FOR ME BY SHARING HONESTLY ABOUT MY EXPERIENCES, BOTH GOOD AND BAD. I'LL KNOW I HAVE REACHED AN ADEQUATE, HEALTHY DIAGNOSIS WHEN THE LIGHTBULB GOES OFF FOR ME INTERNALLY, EXPLAINING MY PAST BEHAVIORS AND THINKING; AND WHEN USING THIS DIAGNOSIS TO MANAGE MY BEHAVIORS AND THINKING HELPS ME INTEGRATE INTO SOCIETY AS A RELATIVELY HEALTHY, STABLE PERSON WITH EVEN MORE TOOLS FOR SELFCARE. Photo by Canva

## It's a Process

## CENTERING THOUGHT:

I HAVE SOME CONTROL OVER MY LIFE, MYSELF AND MY
ENVIRONMENT, BUT I AM NOT FULLY RESPONSIBLE FOR EVERY
OUTCOME. MY LIFE UNFOLDS AS A PROCESS THAT I PLAY A PART IN, DAY TO DAY AND YEAR TO YEAR. CAN RELAX AND TRUST THE
JOURNEY WHEN I REMEMBER THIS TRUTH.

## Meditation

## CENTERING THOUGHT:

I CAN CHOOSE TO BE MORE STILL, QUIET AND MEDITATIVE AT ANY MOMENT.

Photo by Jama Finney, www.jamafinney.com

## CENTERING THOUGHT:

 PAIN, LIKE MOODS, IS INFORMATION. TO FUNCTION OR THINK CLEARLY IN MY ROLE IN SOCIETY, I CAN CHOOSE TO RELY ON MEDICATION THAT IS SAFELY SUPERVISED BY CLINICAL PROFESSIONALS WHO ARE LICENSED TO DISPENSE IT.
## Food

## CENTERING THOUGHT:

IF I AM FEELING OVERWHELMED OR UNDER-RESOURCED IN MY FOOD CRAVINGS OR CHOICES, I CAN PARE MY FOCUS DOWN TO ONE SMALL STEP THAT I CAN MAKE RIGHT NOW TOWARD HEALTHY SUSTENANCE, WHATEVER THAT MEANS FOR ME.

Photo by Ali Inay on Unsplash

## Confidence vs. Arrogance

## CENTERING THOUGHT:

CONFIDENCE IS SOMETHING I EARN AS I LEARN AND GROW, WHILE ARROGANCE CAN PREVENT ME FROM ACCESSING THE HUMILITY I NEED TO LEARN, GROW AND IMPROVE IN LIFE. WHEN I DON'T FEEL SAFE, I MAY MOVE INTO ARROGANCE AS A FORM OF TEMPORARY, FALSE PROTECTION. WHEN I FIND MY SAFETY, I CAN LEARN EVEN FROM MY MISTAKES TO TRULY BE CONFIDENT IN LIFE.

## Photo by Josh Hild on Unsplash

## CENTERING THOUGHT:

I CAN CHECK IN WITH MY BODY TO NOTICE CUES AND ENERGY LEVELS AND LEARN WHEN I AM FEELING EXCITED (VERSUS NERVOUS, ANXIOUS OR ANGRY). I CAN EMBRACE MY EXCITEMENT AS A HEALTHY AND NATURAL PART OF MY LIFE.

## Sunlight

## CENTERING THOUGHT:

I CAN PAY ATTENTION TO HOW MUCH SUNLIGHT EXPOSURE I GET AND EVEN CONTROL IT TO A
DEGREE BY USING FULL-SPECTRUM LIGHTING OR VITAMINS, OR BY USING BLACKOUT SHADES OR EYE MASKS. I HAVE SOME CONTROL OVER MY ENVIRONMENT AND THUS MY MOODS.

## Triggers

## CENTERING THOUGHT:

I HAVE PREDICTABLE TRIGGERS THAT I CAN AVOID OR COUNTERACT IN THE FUTURE. TODAY, I WILL PAY ATTENTION TO WHAT TRIGGERS ME, SO THAT I

CAN BE BETTER PREPARED FOR TOMORROW.

Photo by James Orr on Unsplash

## What is Success?

## CENTERING THOUGHT:

WHENEVER I BEGIN TO FEEL "UNSUCCESSFUL," I CAN EXAMINE THE GOALS I HAVE PERSONALLY

CHOSEN FOR MYSELF TO SEE WHERE I CAN FOLLOW STEPS TO THE PATH OF MY OWN CHOSEN SUCCESS MODEL. MY PERSONAL DEFINITION OF SUCCESS IS THE MOST IMPORTANT DEFINITION TO ME.

## Denial

## CENTERING THOUGHT:

DENIAL IS A STATE OF EMOTIONAL AND MENTAL BEING THAT I USE AS A SOCIAL SURVIVAL MECHANISM. IT ALLOWS ME TO
COMPARTMENTALIZE IN ORDER TO FUNCTION. WHEN I ACCEPT MY FEELINGS OR CIRCUMSTANCE IN
FULL, I DO NOT REQUIRE THE NEED TO INDULGE IN DENIAL AS REGULARLY OR DEEPLY.

## Gratitude

## CENTERING THOUGHT:

SOMETIMES IT FEELS TOO HARD TO FORCE MYSELF TO SMILE OR FEEL GOOD. WHEN LIFE BECOMES CHALLENGING OR DAUNTING, I CAN SHIFT INTO GENUINE GRATITUDE IN A VARIETY OF WAYS BY RECOGNIZING THE GIFTS THAT ARE ALSO PRESENT IN MY
CIRCUMSTANCE AND THAT TRULY MATTER TO ME. WHENEVER I AM READY, I CAN PRACTICE GRATITUDE-TRACKING MY

CIRCUMSTANTIAL GIFTS IN LISTS, APPS, JOURNAL ENTRIES OR SIMPLY ACKNOWLEDGING THIS IN MY HEART.

## Self-Care Checklist

Teaspoons • Tablespor<br>Measuring Cup

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Self-care is sustenance. How do you feed your soul? Use this list to fill up whenever you need a little nourishment-in just the right sized bites.

## 3 Kinds of Helpings

Teaspoons
Podcasts, Shows or Books
Letting Partner Do Bedtime
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I'm so glad you are taking steps to help yourself use tools to shift in the moment-in so many ways. Please accept this BONUS

GIFT of a customizable Self-Care
Checklist. And feel free to EMAIL ME with questions, compliments or requests for other tools we can add to this list that work for you.
P.S.- If you want more tools sent directly to your inbox every month, subscribe to

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## in


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