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## **Daily Energy & Boundaries Awareness Workbook**

### **ENERGY DRAINS**

Thank you for choosing this Workbook. It is designed to help you discover your hidden Energy Drains. It will also help you understand how better to work with them.

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## Daily Energy & Boundaries Awareness Workbook

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### Introduction

Many people who feel constantly tired, drained, or overwhelmed are unconsciously giving away energy to others, taking on responsibilities that aren't theirs, or not noticing how certain situations affect them. This workbook helps you slow down, observe, and take small, conscious steps to protect your energy and strengthen boundaries.

This workbook will help you:

- ✓ Identify hidden energy drains in your daily life
- ✓ Recognize what activities nourish you vs. deplete you
- ✓ Release unnecessary obligations or pleasing behaviors
- ✓ Reclaim energy for what truly matters to you

Healing begins when we stop fighting against exhaustion and start listening to what it's trying to show us.

It's not about perfection—it's about awareness and choice. When you start noticing where energy drains occur, you can make small changes that add up to big improvements in fatigue, mood, and overall well-being.

**Insight:** Energy drains often fit into three common patterns:

1. Disconnection from Self – Doing things because you feel you "should" rather than because you truly want to.
2. Unresolved Past Wounds – Old stress, trauma, or emotional patterns that drain energy.
3. Overdoing & Pleasing – Saying yes or taking on tasks out of obligation or fear.

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### Step 1: Identify Potential Energy Drains & Boundary Challenges

**Purpose:** To see clearly who, what, and which situations may take more energy than you have to give.

Here are some Examples of how we can loose our energy in different situations - just for reflection.

| Type of Energy Drain   | Tasks / Situations                                                     | Triggers / Expectations / “Shoulds” / Obligations                                                             |
|------------------------|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Work / Tasks           | Too many emails, last-minute requests, long meetings                   | Feeling obligated to respond immediately, fear of disappointing boss/colleagues, “I should get this done now” |
| People / Relationships | Complaining friends, difficult family members, unsupportive colleagues | Pressure to please, guilt, fear of conflict, “I should listen / help”                                         |
| Places / Environment   | Cluttered home, noisy spaces, stressful commute                        | Feeling stressed about how it <i>should</i> look, should arrive on time, should feel productive               |
| Inner / Mindset        | Self-talk, worry, overthinking, rumination                             | “I should be doing better,” self-criticism, guilt for resting, worrying about the future                      |
| Unfinished Business    | Overdue tasks, unmade decisions, cluttered inbox or home               | Feeling pressured to finish, obligations from others, fear of judgment, “I should handle this”                |

Complete the template provided on the next pages so you can inventorize your current situation. Here is an example of a completed form.

### Remember...

Its not about getting it all right but about beginning to become conscious of the way my energy may be leaking or lost. This is the most important step. This can be something we grow into over a period of time. So its best to begin with what we already know and over time build our awareness from there

| Person / Situation / Task                       | Energy Impact (High/Medium/Low) | Boundaries Challenge (1–5) | Trigger Observed                    | Hidden Energy Block / Pattern | Notes / Reflection                        |
|-------------------------------------------------|---------------------------------|----------------------------|-------------------------------------|-------------------------------|-------------------------------------------|
| Example:<br>Mom calling repeatedly              | High                            | 4                          | Feeling guilty, pressure to respond | Overdoing & Pleasing          | Could set limit: "I'll call later"        |
| Example:<br>Co-worker asks for last-minute help | Medium                          | 3                          | Tension, fear of saying no          | Overdoing & Pleasing          | Decide: "I'll help tomorrow instead"      |
| Example:<br>Social media scrolling              | Low                             | 2                          | Anxiety, comparison                 | Inner / Mindset               | Schedule only 10-min breaks for scrolling |

**1: First column (Person Situation/Task):** This is about identifying the situation, person or task that seems to be creating the energy drain. There are some examples in the table on the previous pages.

**Reflection Prompts:**

- Which “shoulds” or obligations pull you away from your energy?
- Which people or situations are you trying to please at the expense of yourself?
- Are there repeated patterns where you feel trapped by expectation?

**2: Second Column (Energy Impact):** Write whether it has a high medium or low impact on your energy drain. This helps to discover where to focus when making new choices.

**3: Third Column: (Boundaries Challenge):** = 1 = easy to say no, 5 = very hard. A score of 5 indicates a boundary which is difficult for me to work with. For example dealing with my mother or setting limits on demands may be difficult to begin with. It may require help to be able to develop strategies. A boundary of 1 is something I feel comfortable dealing with now.

**4: Fourth Column: (Trigger Observed):** Included here the types of experience/events that trigger me into a reaction where I tend to lose a lot of energy. There are a number of examples given on the previous pages. The triggers are the starting point of my energy drain. I may be as simple as seeing someones face.

**5: Fifth Column: (Hidden Energy Block category/pattern):** This is to help identify the pattern that underlies why this event, task, or person causes the energy drain.

**Energy Drain Category:**

1. **Disconnection from Self** – Doing things because you feel you "should" rather than because you truly want to.
2. **Unresolved Past Wounds** – Old stress, trauma, or emotional patterns that drain energy.
3. **Overdoing & Pleasing** – Saying yes or taking on tasks out of obligation or fear.

**6: Sixth Column (Notes Reflection):** In this column you can include potential ways you can work with this energy drain. Why are the first steps you can take tomorrow?.

- What surprised me today?
- What repeated triggers appeared?
- How can I better protect or restore my energy?

For each energy-draining activity, consider:

- **Shift Your Approach:** Set boundaries, adjust your mindset, or modify your role
- **Let It Go:** Eliminate tasks, say NO, simplify commitments
- **Delegate or Automate:** Ask for help, use technology, or outsource

**Key Tips for Beginners**

- **Notice triggers:** guilt, fear of rejection, need to fix others, irritation, anxiety.
- **Energy drains:** people asking for favors, negative news, social media, unresolved conflicts, multitasking.

- **Small wins count:** even saying “no” once or taking a 5-min break is progress.
- **Use examples liberally:** helps recognize situations you may have ignored before.
- **Observe patterns over time:** Trends in energy levels, triggers, and drains help inform next steps.

## Daily/weekly Energy Drain inventory

| Person /<br>Situation / Task | Energy Impact<br>(High/Medium/Low) | Boundaries<br>Challenge<br>(1-5) | Trigger<br>Observed | Hidden<br>Energy<br>Pattern<br>(1/2/3) | Notes /<br>Reflection |
|------------------------------|------------------------------------|----------------------------------|---------------------|----------------------------------------|-----------------------|
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## Step 2: Recognize Patterns & Release Energy Drains

Once you notice drains and “shoulds,” the next step is **active release**:

### Techniques to Release or Redirect Energy:

#### 1. Name It & Witness It

- E.g., “I notice I feel obligated to attend this meeting even though I am exhausted.”
- Seeing it clearly gives you the choice to act differently.

#### 2. Ask Permission to Let It Go

- Inner question: “Do I *have* to do this, or am I choosing it out of obligation?”
- If obligation is self-imposed, practice saying mentally:

“I release this energy. It is not mine to carry.”

#### 3. Set Micro-Boundaries

- For example: “I will answer emails after lunch instead of immediately.”
- Even small shifts prevent energy leakage.

#### 4. Delegate, Automate, or Delay

- Ask for help, use tools, or postpone tasks that feel like obligations.

#### 5. Redirect Energy to Yourself

- After releasing a “should,” take 5–10 minutes for something nourishing: walk, meditate, stretch, journal.

### Reflection Prompts:

- What patterns of obligation or pleasing show up most frequently?
- How much of this is a genuine choice versus a conditioned “should”?
- Where can I begin **today** to release energy I no longer need to give away?

**Example:** A client once told me she desperately wanted *clarity* but always felt confused and stuck. When we did this exercise, we found that **most of her time was spent absorbing other people’s expectations** rather than tuning into her own truth. The exhaustion wasn’t just physical—it was her deeper self calling her to reconnect with her own voice.



*What if the things that drain you are actually pointing you toward what you need?*

### Step 3: Anchor into What Truly Nourishes You

Healing isn't about fixing what's broken—it's about reclaiming the wholeness within you.

- Now, make a list of **energy-giving activities**. These are your **keys to renewal**—the things that bring you back to yourself.
- How can you **expand** these in your life?
- How can you create space to do more of what **nourishes** you?
- Healing isn't about **fixing what's broken**—it's about **reclaiming the wholeness that is already within you**.
- Celebrate wins, and plan small next steps.

### Step 4: Evening Reflection (Example)

**Purpose:** Track patterns, celebrate wins, and plan small next steps.

| Question                                    | Example                          |
|---------------------------------------------|----------------------------------|
| How was my energy today? 0–10               | 4/10                             |
| Which boundary held well today?             | I said no to extra work at lunch |
| Where did I notice energy drained the most? | Long phone call with mom         |
| Which triggers appeared repeatedly?         | Guilt about letting others down  |
| Small win / Something I am proud of         | I rested without apologizing     |
| Where did I really gain energy today        | Went for a walk                  |
| One step for tomorrow                       | Take 10-min break before emails  |

*Tip:* Use this daily to track patterns and improve awareness over time.

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## Daily Evening/Weekly Evaluation list

| Question                                    | Example |
|---------------------------------------------|---------|
| How was my energy today? 0–10               |         |
| Which boundary held well today?             |         |
| Where did I notice energy drained the most? |         |
| Which triggers appeared repeatedly?         |         |
| Small win / Something I am proud of         |         |
| One step for tomorrow                       |         |

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