

HOW TO APOLOGIZE OVER TEXT/EMAIL

1. REMEMBER YOUR MESSAGE ISN'T NECESSARILY PRIVATE.

- What you type might be shared, accidentally or on purpose.
- Don't type anything you wouldn't be OK with other people seeing.

2. DRAFT YOUR MESSAGE CAREFULLY, USING THE “STEPS TO A GOOD APOLOGY” (available free at ChuckAndBetsy.org):

- Pray first, with humility. • Admit you were wrong. • Tell why it was wrong.
- Invite the person to share his/her feelings. • Ask for forgiveness. • Offer reparation.

SOME SAMPLE IDEAS

It was **wrong** of me to lose my temper with you this morning. I was acting out of my own frustration and impatience, not out of love. You don't deserve that! If you want to tell me later how it made you feel, I'm ready and willing to listen. I hope that you can forgive me, and I want to make it right. I love you.

It was **thoughtless** of me to make the decision about the kids' soccer without talking to you first. I wasn't thinking of the value of your input and made a quick decision when I ought to have consulted you. You have great insight! Please forgive me, and let me know how it made you feel and how I can do better next time.

I was acting **immature** last week when I teased you about your test grade. I was showing off and thinking only about getting attention and not about your feelings. Please forgive me. You're my friend, and I want to treat you with respect! Let's talk after class about how it made you feel and what I can do to help make it right.

It was **insensitive** of me to not respond when you left me the v.m. about your job change. I know you're worried, and I rudely disregarded your feelings. We said we would always forgive, but I still wanted to apologize. Can I call you today? I'm open to hearing how my neglect hurt you and how to make it better.

I was **deceitful** when I told you about what mom said. You're my brother, and you deserve the truth from me. I ought to always have your back and tell you the whole story! I know you are upset, and I care about your feelings. Please forgive my dishonesty; it won't happen again. I want to make it up to you.

I was **cruel** to say those things to you. You were counting on me to support you, but instead I attacked you. I'm ashamed and so sorry. You needed love and care, not more condemnation. Please forgive my mean words. If you're ok with it, I'd like to try again, find out how I hurt you, and get it right this time.