

Boundary Reset

[Start Here](#) | A 10-minute boundary practice

A clear yes, a kind no, and room for what matters

If you often agree before checking what you can give, this guide offers a pause. Choose one ordinary request and practice a clear response that reflects your capacity. A boundary describes what you will do; it does not control another person's reaction.

01 Spot The Automatic Yes

Recall a recent request you accepted and later resented. What did you fear might happen if you paused or declined? Name the cost of agreeing.

02 Check Your Actual Capacity

Look at your time, energy, and existing commitments. Decide what you can genuinely offer, including nothing right now.

03 Write One Clear Response

Use a brief statement of your availability. Offer an alternative only if you want to and can follow through. You do not need a long explanation.

04 Practice Holding It

Say your response aloud. If the person pushes, repeat the boundary calmly rather than adding new promises. Review afterward and adjust where needed.

What This Could Look Like

Request: take on an extra task this week. "I cannot take that on by Friday. I can review one page on Tuesday, if that helps." If pressed: "Friday is not workable for me."

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Your Reflection | Make It Personal

Type into the fields and save your copy. Short phrases are enough.

Name / Date

01 The Request Or Pattern

Where am I saying yes before checking myself? What does it cost?

02 My Real Capacity

What can I offer without displacing a priority I want to protect?

03 My Boundary Sentence

Write a clear response. Add an alternative only if I genuinely want to.

04 My Follow-Through

What will I do if the request returns or I feel tempted to overcommit?

Choose one useful answer to carry into your next action.

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Put It Into Practice | One Useful Next Step

Use A Pause

For the next request, say: "Let me check and get back to you." Give a time for your reply, then follow through.

Try One Ordinary Boundary

Begin with a manageable situation. Notice your feelings without treating discomfort as a reason to change your answer.

Review The Effect

Did your response protect the time or energy you intended? If not, make the boundary more specific about your own action.

Words To Make It Easier

"I am not available for _____. What I can offer is _____." Or simply: "I cannot commit to that right now."

A Common Snag

Offering an alternative out of guilt can recreate the overload. A kind no can stand on its own.

My First Step And Its Time

What will I do next, and when will I begin?

A considered yes starts with permission to pause.

Want Support With Your Next Step?

SharpenUp coaching helps you explore what matters, work through obstacles, and build small actions that fit your life.

Explore the 90-Day SharpenUp coaching program at sharpenupcoaching.com.