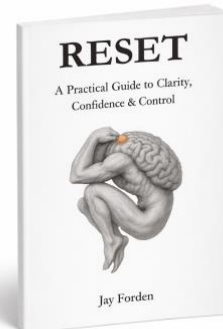




# RESET Toolkit

Practical Examples from Each Chapter

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## How to Use This Toolkit

Use these examples as reflective tools or coaching prompts to bring **The Reset Loop®** to life.

Each scenario follows the same path:

**Awareness → Reset Action → Result.**

You can use these examples to:

- Reflect personally on your habits, mindset, or patterns
- Facilitate group or leadership discussions
- Support coaching conversations or team workshops

Reset isn't just something you think about. It's something you practice in real time.

## CHAPTER 1 – THE MINDSET RESET

*Any reset begins with awareness; noticing your patterns and consciously reframing your thoughts to initiate positive change.*

### Example 1 – Saying Yes When You Mean No

- **Awareness:** Every time someone asks for help, I say yes instantly, then feel resentful and overloaded.
- **Change:** Start using: *“Let me come back to you on that.”* Creates a pause.
- **Result:** Still helpful, but less drained. Boundaries become intentional.

### Example 2 – Emotional Trigger in a Meeting

- **Awareness:** I feel defensive when my ideas are challenged, not because they’re wrong but because I’m linking them to my self-worth
- **Change:** Before responding, ask: *“What part of this feedback is useful?”*
- **Result:** You stay calm, improve the idea, keep credibility.

### Example 3 – Personal Relationship Conflict

- **Awareness:** I react quickly when I feel misunderstood, I defend instead of listening.
- **Change:** Pause → breathe → ask: *“Can you help me understand what you meant?”*
- **Result:** Argument dissolves into discussion. Connection replaces protection.

### Example 4 – Habit Loop

- **Awareness:** I always scroll on my phone when I feel mentally tired, it makes me feel worse, not better.
- **Change:** Replace scrolling with a 3-minute reset: step outside, stretch, hydrate.
- **Result:** Same trigger, different response, better state.

### Example 5 – Leadership Style

- **Awareness:** My team waits for me to decide everything, I’ve trained them to rely on me.
- **Change:** Shift from “Here’s what we’re doing” to “What options do you see?”
- **Result:** Ownership increases, pressure decreases, team grows.

## CHAPTER 2 – THE CONFIDENCE RESET

*True confidence is built through clarity, trust, and small, consistent acts of self-belief.*

### Example 1 - From Self-Doubt to Self-Trust

- **Awareness:** I constantly apologise before I speak in meetings, I'm undermining myself before I've even shared an idea.
- **Reset Action:** Replace 'Sorry, this might not be right...' with 'Here's what I'm thinking...'
- **Result:** You haven't changed your voice, just removed the self-correction.

### Example 2 - Acting Despite Uncertainty

- **Awareness:** I've been waiting until I feel confident to launch my side project, but I've been waiting for years.
- **Reset Action:** Take one decision per week that moves it forward, publish one draft, share one post, tell one person.
- **Result:** Confidence shows up through evidence, not perfection. You act your way into clarity.

### Example 3 - Confidence Through Service, Not Self

- **Awareness:** I get nervous speaking in front of large groups because I'm focused on how I'll be judged.
- **Reset Action:** Flip the focus: 'How can this help them?'
- **Result:** When service becomes the focus, confidence stops being about you.

### Example 4 - Building Confidence After a Setback

- **Awareness:** I failed a promotion interview and it wrecked me. I told myself I 'wasn't leadership material'.
- **Reset Action:** Review the interview feedback objectively, list three things to strengthen and apply again.
- **Result:** Failure becomes data, not identity. Competence grows. So does confidence.

### Example 5 - Rebuilding Confidence After Burnout

- **Awareness:** Burnout made me feel like I lost my edge, like energy and ability evaporated.
- **Reset Action:** Redefine progress as 1% movement, not 100% output. Celebrate capacity, not speed.
- **Result:** Confidence isn't recovered by force; it returns through rhythm.

## CHAPTER 3 – THE GROWTH RESET

*Growth comes from intentional reflection, purposeful change, and letting go of what no longer serves you.*

### Example 1 - From Output to Impact

- **Awareness:** I'm always busy, but progress feels slow, I'm measuring growth by how much I do, not how much it moves things forward.
- **Adjustment:** Shift from long task lists to one daily priority that creates the most momentum.
- **Result:** Growth accelerates when you stop confusing motion with progress.

### Example 2 - Letting Go to Move Forward

- **Awareness:** I still use the same strategies that worked years ago, even though the environment has changed, they no longer fit.
- **Adjustment:** Drop one outdated habit and replace it with something that reflects who you are *now*, not who you *were*.
- **Result:** Growth isn't always adding, sometimes it's releasing.

### Example 3 - Curiosity Over Control

- **Awareness:** I freeze when I don't have the answer, I've made knowing everything the measure of competence.
- **Adjustment:** Swap 'I should know this' for 'What can this teach me?'
- **Result:** Growth reactivates when curiosity replaces protection.

### Example 4 - Growth Through Discomfort

- **Awareness:** I always delegate tasks I'm uncomfortable with, I'm not avoiding the task, I'm avoiding feeling unskilled.
- **Adjustment:** Spend 30 minutes a week doing the task yourself before delegating.
- **Result:** Growth arrives when discomfort becomes a teacher, not a threat.

### Example 5 - Expanding Capacity Instead of Pushing Harder

- **Awareness:** I'm approaching growth as more pressure and more speed, but I'm already at capacity mentally and physically.
- **Adjustment:** Build rhythm, not intensity: integrate deep work blocks and protected rest.
- **Result:** Growth becomes sustainable when energy and ambition are aligned.

## CHAPTER 4 – THE LEADERSHIP RESET

*Leadership begins with self-awareness and grows through empowering others with clarity and calm.*

### Example 1 – Shifting from Control to Trust

- **Awareness:** I'm constantly checking on every project, not because my team isn't capable, but because I'm afraid to let go.
- **Reset Action:** Assign responsibility with clarity and step back. Review outcomes, not minutes.
- **Result:** The team doesn't just perform better; competence grows on both sides.

### Example 2 – Listening Before Leading

- **Awareness:** I jump into solution mode before I've really heard the problem.
- **Reset Action:** Ask, "Can you walk me through how you see it?" before responding.
- **Result:** People feel seen, not managed, and solutions are built with better information.

### Example 3 – Calm Creates Calm

- **Awareness:** When there's pressure, my tone shifts without me realising, I bring tension to the team instead of stability.
- **Reset Action:** Before responding, take one breath. Choose tone before content.
- **Result:** Stress no longer spreads through the team. People learn what composure looks like.

### Example 4 – Leading People, Not Just Tasks

- **Awareness:** I check progress but rarely check in, I'm managing the work but not leading the humans doing it.
- **Reset Action:** Add a weekly 10-minute "How are you really doing?" check-in.
- **Result:** Engagement rises. Issues surface early. Trust deepens. Leadership becomes relational, not robotic.

### Example 5 – Ownership Over Blame

- **Awareness:** When something goes wrong, the team goes quiet, which tells me they're afraid of how I'll react.
- **Reset Action:** Replace "Who messed this up?" with "What can this teach us?"
- **Result:** Psychological safety increases. Accountability becomes shared, not avoided.

## CHAPTER 5 – THE CLARITY RESET

*Clarity rises when you simplify the noise, focus on what matters, and communicate with intention.*

### Example 1 – Creating Mental Space

- **Awareness:** I start every day by reacting to emails and messages, which means other people decide my priorities.
- **Reset Action:** Block the first 30 minutes of each day for reflection and planning before opening any inbox.
- **Result:** Clarity returns. The day starts with intention instead of interruption.

### Example 2 – Simplifying What Matters

- **Awareness:** My to-do list is pages long, but very few tasks are actually meaningful, I'm confusing activity with progress.
- **Reset Action:** Highlight the top 3 priorities each day that drive the most impact. Let go of the rest.
- **Result:** Simplification becomes a filter. Focus increases and stress drops.

### Example 3 – Clarity in Decision-Making

- **Awareness:** I keep delaying decisions because I'm unsure what the "perfect" answer is, I confuse uncertainty for risk.
- **Reset Action:** Ask: "What's the next right step, not the perfect end step?"
- **Result:** Decisions become lighter. Progress replaces paralysis.

### Example 4 – Cutting Through Noise in Communication

- **Awareness:** I overload people with information and then wonder why they're unclear on direction.
- **Reset Action:** Communicate using "one message, one sentence" before adding detail.
- **Result:** People understand faster and execute better. Clarity becomes contagious.

### Example 5 – Real Alignment, Not Assumption

- **Awareness:** I assume everyone knows what the goal is just because I've mentioned it once.
- **Reset Action:** Ask the team to reflect the goal back in their own words.
- **Result:** Clarity becomes shared instead of assumed. Alignment replaces confusion.

## CHAPTER 6 – LIVING THE RESET

*Reset becomes real when awareness, resilience, and aligned habits guide your daily actions.*

### Example 1 – Returning to Alignment

- **Awareness:** I notice I only use reset tools when things feel bad, I treat mindset work as damage control instead of a daily habit.
- **Reset Action:** Add one 5-minute reset ritual into my morning or evening routine
- **Result:** The reset becomes maintenance, not rescue. Clarity become the default, not the exception.

### Example 2 – Responding, Not Reacting

- **Awareness:** When I feel rushed or stressed, I go into autopilot and default to old patterns.
- **Reset Action:** Pause. “Is this reaction from the person I was, or the person I’m becoming?”
- **Result:** Every pause becomes a pivot. Living the reset is choosing response over reaction.

### Example 3 – Clarity in the Moment

- **Awareness:** I tighten up when things don’t go to plan, I get attached to outcomes and lose perspective.
- **Reset Action:** Ask: “What’s this teaching me?” rather than “Why is this happening to me?”
- **Result:** Growth replaces resistance. Problems turn into feedback instead of frustration.

### Example 4 – Holding Space for Others

- **Awareness:** When someone’s struggling, I jump in to fix it, I think solving the problem is support.
- **Reset Action:** Just listen. Ask what they need before acting.
- **Result:** Presence replaces pressure. Living the reset means meeting people where they are, not where you want them to be.

### Example 5 – Resetting in Real Time

- **Awareness:** I fall off track and then feel like I’ve failed, one setback becomes a spiral.
- **Reset Action:** Reset the same day. Don’t wait for Monday or a new month.
- **Result:** Momentum compounds. Living the reset is not about perfection, it’s choosing the loop again, right where you are.