Eliminating Emotional Waste

By Using Good Mental Processes

NOTE TO LEADERS · REALITY-BASED THINKING

The information included in this Cascade Learning Kit provides you with content for teaching your team about the impact of Reality-Based Thinking and how to recover energy that is generally wasted on drama and redirect it towards more productive behaviors. This information is meant to be a guideline for your group sessions and you are encouraged to customize the content to better meet the needs of your specific department.

MATERIALS NEEDED

All material shared at the training is available (provide location information).

TIME NEEDED

Most departments should be able to complete the cascade learning activity within 10 minutes.

LEADER'S SCRIPT

SAY You all know that I attended a workshop focused on Reality-Based Leadership.

ASK **Who remembers the content we discussed regarding accountability?**

DO ***Listen for responses. Remind participants about the better line of questioning: Start with "what" or "how," followed by "I," and end with an action verb.***

SAY Please share any experience you've had trying to rewrite the questions you ask.

DO ***Listen for responses and thank employees for trying the tool.***

SAY Another competency that I learned about at the Reality-Based Leadership development session was Reality-Based Thinking. I learned that there is a specific cycle that occurs when an event happens. First, an EVENT happens. Then we THINK thoughts about that event. Next we have emotions or FEEL a certain way based on our thoughts. Based on those emotions or feelings we then ACT. Finally our actions inform or help to dictate our RESULTS.

If you don't have the slide, feel free to white board this

EVENT › **THINKING** › **FEELING** › **ACTIONS** › **RESULTS**

DO ***Then walk the participants through the same event twice. The first time without questioning thoughts and the second time questioning thoughts.***

SAY Reality-Based Thinking is not about positive psychology. I do not want you to think positively or negatively about events. Events are just events or reality. When thoughts come (they will come naturally you can not control them), we will question those thoughts for accuracy so that we can do two things:

1. Make certain we are responding to the facts of situations and not the stories we make up about events.
2. In the absence of information, that we practice giving others the benefit of the doubt. If we don't know and we must make up a story, let's make up a good one.

Eliminating Emotional Waste (continued)

SAY	In order to help with this, I have printed what's called the "Edit Your Story" tool and I will introduce it to you.
DO	***Pass out copies of the tool or if this is a virtual meeting be sure people have that document beforehand. Walk people through the instructions for Editing Your Story.***
SAY	I completed this exercise in the class. When I edited my story down to the facts I was left with _____. That is not a stressful story. What was stressful was my story before the editing.
ASK	**Does anyone else want to share the edited part of your story?**
SAY	One great question that is the epitome of restoring peace to our workplace and avoiding wasting any energy on drama is "What do I know for sure?" When we are feeling frustrated by the circumstances around us or the people we are interacting with, I want us to start asking first, "What do I know for sure?" then swiftly follow that question with "Based on what I know for sure, what can I do next to help or add value?" and then following the simple instructions once we answer the question.
SAY	I am committing myself to responding more to the facts and less to stories and will help you do the same as we move forward. The goal is to make our company more productive because sometimes we do get mired in the details of situations and sometimes we are right but we have to start focusing on whether or not we are happy. I want us to be happy here. The goal is also to help make you more engaged and happy working here. Let's try it out.
SAY	If you are interested, you can learn more through the free resources and self-assessments at www.realitybasedleadership.com. There you'll find tools and self-assessments you can use to learn more about personal accountability and the other competencies that lead to better business results and happier employees. I especially think you might be interested in the Modern Leader Assessment.

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Session Feedback

Cascade Learning Tool · Reality-Based Thinking

We want to know what information you cascaded down to your staff and what your employee's top takeaways were from the information you shared. Each participant is expected to share what they have learned from your session.

YOUR NAME

DEPARTMENT NAME

Did you share any of this information with all employees across shifts?

☐ Yes ☐ No

What was the most significant feedback you received from your staff?

How will you measure success?

What remaining questions does your team have regarding what you learned at the conference?

Rate the effectiveness of the session you conducted with your employees.

◯ Highly Effective ◯ Somewhat Effective ◯ Not Effective

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