

# Boundary Blueprint



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A comprehensive  
worksheet to map  
out your  
boundaries and  
practice assertive  
communication  
strategies in various  
scenarios.

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## INTRODUCTION

# Introduction: Why Boundaries Matter

Boundaries are the invisible lines we draw around ourselves to define what we are comfortable with and how we wish to be treated by others.

They are essential for safeguarding our well-being and are as fundamental to personal growth as they are to maintaining healthy relationships. By setting boundaries, we communicate our self-worth and expectations to the world, empowering ourselves to respect our needs, feelings, and space.

More than just lines of protection, boundaries are affirmations of our identity and values. When we assert them, we are effectively stating who we are and who we are not, what we will tolerate and what we won't. This clarity not only enhances our mental health by reducing anxiety and resentment but also fosters deeper connections with others, built on mutual respect and understanding.

In the absence of clear boundaries, our lives can become overwhelmed by the demands and expectations of others, leading to burnout and a loss of self. Conversely, well-defined boundaries help us conserve emotional energy, navigate social interactions more effectively, and engage in more meaningful and empowering relationships.

In essence, boundaries are not barriers. They are the bridge to a more empowered and authentic existence, where we can move with confidence and integrity across the different aspects of our lives. They teach us and those around us how to treat us, and they allow us to thrive by interacting with the world on our own terms. Thus, embracing boundary-setting is not just about saying "no" to others; it's about saying "yes" to ourselves and our own needs.

# Types of Boundaries

- **Physical:** Personal space and physical touch.
- **Emotional:** Protecting your emotional well-being by controlling what personal information you share and who you share it with.
- **Intellectual:** Respecting and acknowledging differences in opinions and beliefs.
- **Time:** Managing how and with whom you spend your time.

An example of a physical boundary could be that you do not want to be hugged by people you don't know. That is perfectly reasonable and in no way disrespectful, but you get to decide when and how you are touched and how people are invited to your space.

Emotional boundaries, are times when you protect your emotional wellbeing. It may be as simple as saying, "I do care about you, but I don't have the emotional capacity to help you with this; perhaps you can seek help from someone better equipped."

Intellectual boundaries could be a nonstarter when it comes to politics or religion. You can respect others' opinions but do not want to get into a heated debate about them.

Time boundaries can be as simple as being available to people. If there is a person in your life who demands your time constantly when you are unavailable, it is a boundary you would set.

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SECTION

## SECTION ONE

# Identifying Your Boundaries

## Personal Reflection Questions

What are your core values? List them.

Recall a time when you felt disrespected or uncomfortable. What boundary was crossed?

What are your limits in personal and professional relationships?

# Values & Vision

## EXPLORING *values*

Personal values are important because they are the foundation for our beliefs, attitudes, and behaviors. They guide our decision-making process and help us determine what is essential and meaningful. Values are often passed down through family and society so it's essential to explore these as well! You may find some values that do not serve you belong to others.

My mother's values	My father's values
Values of someone I respect	Society's values
Values I'd like to live by	Values I actually live by



# Boundary Exploration

*What are the 3 examples of what you consider to be overstepping your personal boundaries?*

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*How do you feel you do handling a situation where your boundaries are violated?*

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*What do you typically do when your boundary has been violated?*

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*How do you feel about asserting your personal boundaries to others?*

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# Boundary Exploration

Think about a person, or a group of people, with whom you struggle to set healthy boundaries. This could mean that your boundaries are too rigid (you keep this person at a distance), too porous (you open up too much), or there's some other problem that isn't so easily labeled.

Who do you struggle to set healthy boundaries with?

In your relationship with the person you listed above, how are your boundaries in each of the following categories? Add a check in the appropriate column for each boundary category.

Boundary Category	Porous	Rigid	Healthy	Other
Physical Boundaries				
Intellectual Boundaries				
Emotional				
Sexual				
Material				
Time				

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SECTION

## SECTION TWO

# Maintaining Boundaries

Strategies:

**Consistency is Key:** Regularly assert and reinforce your boundaries.

**Seek Support:** Engage with a community or individuals who respect and encourage healthy boundary-setting.

**Self-Care:** Engage in practices that strengthen your resolve to maintain boundaries.

### Journal Prompts

What challenges did you face today in maintaining your boundaries?

Reflect on a successful boundary-setting experience. What made it successful?



SECTION

## SECTION THREE

# Assertive Communication Techniques

- **Use “I” Statements:** Avoid blame and express your feelings clearly.
- **Stay Calm and Respectful:** Maintain your composure to ensure your message is received as intended.
- **Practice Active Listening:** Show respect for others' boundaries while asserting your own.

## Role Playing Examples

### Dealing with a Pushy Friend

**Situation:** Your friend insists on making plans that always cater to their interests, disregarding your preferences.

**Objective:** Communicate your desire to have your interests considered in the planning process.

**Role-Play:** Practice saying, "I've noticed we often do activities you prefer, and I appreciate your enthusiasm. I think it's my turn to choose something I enjoy. How about we try [your activity choice] this weekend?"

### Negotiating Personal Space at Work

**Situation:** A coworker frequently comes to your desk to chat, disrupting your concentration and workflow.

**Objective:** Set a boundary limiting interruptions during your focused work time.

**Role-Play:** Practice expressing, "I really enjoy our chats, but I need to concentrate during these hours. Can we save non-work-related conversations for lunchtime or breaks? It would help me stay productive."

### Family Overstaying Their Welcome

**Situation:** Relatives visit your home but often stay longer than planned, affecting your personal and family routine.

**Objective:** Politely assert your need for maintaining your family schedule.

**Role-Play:** Practice explaining, "We love having you visit, but we need to stick to our schedule for the kids and work. Let's plan your visits to end by 8 PM. That way, we can enjoy our time together without altering our routine too much."

# Conclusion

Whenever you meet someone who is resistant to your boundaries, it is important to be diligent in your reactions so that you do not let them walk over you. Even if you feel uncomfortable standing up to the person resisting your boundaries, it is important to stand your ground and act accordingly.

Begin by reiterating your boundary and why it is in place. This allows the other person to ask questions or better understand your boundaries. Sometimes, this first step solves the problem because it alleviates any misunderstandings. If the person continues to resist your boundaries, keep the three previous points in mind.

The angry person is the one with the problem, not you; do not feel guilty for respecting your needs, and once again, guilt is just anger and insecurity in disguise. Use these three points to keep you focused on your boundaries and goals, not the other person's resistance.

Do not give in to the resistor simply out of laziness or convenience. Your boundaries demand respect, and you should not let the resistor bully you into forgetting them. Do not budge, no matter who the resistor is. Stay confident, assertive, and kind.

If the resistor is resisting because of legitimate concerns, try talking with him or her about those concerns. You all might be able to come to a compromise that is great for both parties. Boundaries do not have to be inflexible, so you can compromise to make all parties involved happy.

Whenever you set boundaries, expect to experience resistance at some point. You should expect to see someone use controlling, intimidating, or guilt-tripping tactics to bully you from enforcing your boundaries. When you find yourself in this position, reiterate your boundary and try to find a neutral ground, but do not back down. Your feelings are just as important as the resistor's feelings.



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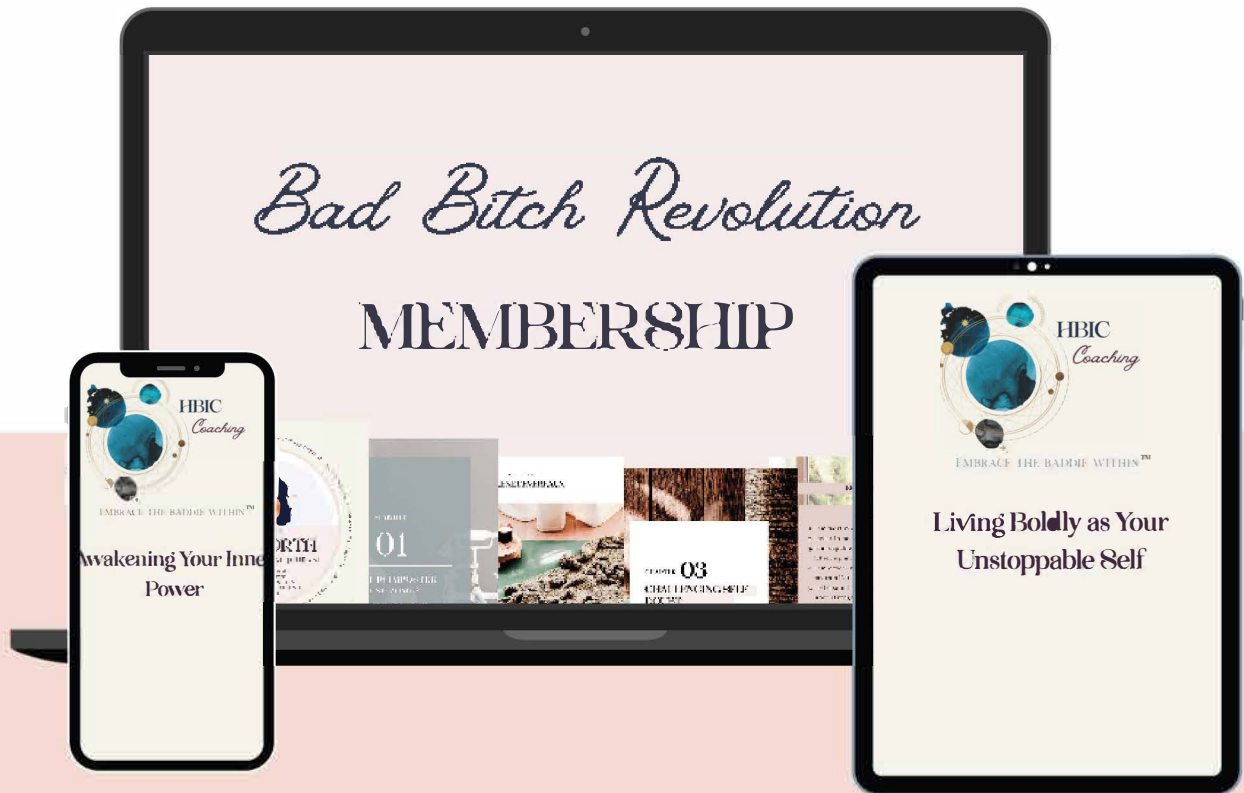


# Thank You!

I hope you found the information in these pages to be helpful and empowering. If you have any questions do not hesitate to reach out!

Questions? Email [help@hbcicoaching.com](mailto:help@hbcicoaching.com)

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