

# Emotional Grit Guidebook

A STEP BY STEP GUIDE TO BUILD  
YOUR EMOTIONAL FITNESS

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*Emotional Grit: 8 steps to master your emotions,  
transform your thoughts, & change your world*

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PART 1

# Release

FearLESS & ForGIVE

‘Forgiveness does not change the past,  
but it does enlarge our future.’

-Paul Boese

# Part 1: Intention

I will be stepping out of my comfort  
zone every day this week  
(even though I may be afraid).

## PRACTICE FORGIVENESS

Whenever we have a conflict or a disagreement with another person, we always make a contribution to the event, although it can be hard to discern what exactly we did, or did not do to create the situation. It could be a miscommunication, or an unknown expectation (to either party), or even a known expectation (Example: The person in question always does this!) where we are expecting a different result.

Take a few minutes to write down, in detail, the situation and the feeling that you have experienced surrounding the event.

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Where do you feel this in your body? (Example: Do you hold the tension anywhere? For a brief few minutes, take a breath. Notice where you had the tension. Is it in your head, are your shoulders tightened, are your teeth clenched, your palms sweaty, stomach sucked in, or maybe your chest closed up. You may be breathing short from your chest and not from your belly).

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## PRACTICE FORGIVENESS

How did you contribute to the conflict?

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After you have written down the circumstance and your feelings about the matter, take a few moments and with empathy, try and see the event from another perspective - from the point of view of the person with whom you are experiencing a conflict. Sometimes it is helpful to discuss the matter with a third party to illuminate attitudes, feelings, and misconceptions that we may not be able to identify because of our grievance. The key when discussing to a third party is to resist the urge to persuade them to your point of view. You are not seeking an ally here, but rather a better understanding of the situation.

Now let the matter sit for one day and then review what you have written down. Have your feelings shifted? Have your feelings remained the same? Describe.

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## PRACTICE FORGIVENESS

Make a list of the people/person whom you need to forgive  
or someone you had a negative encounter/disagreement with.

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Write down what you would like to say to them and how you hope they would react.

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Write down and recite, "I forgive you. I am sorry, and I hope that you are happy, healthy and  
at peace." (Repeat louder 3x, with your hands on your heart).

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This habit is difficult to master because forgiveness isn't easy.  
But it's a start. You are taking BIG leaps

## **BE PROUD. :)**

How was this for you?

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## **NEXT: LIST YOUR BIGGEST FEARS**

List the fears you're facing right now or have faced your entire life. (Example: Fear of failure, fear of disappointment, fear of being judged, fear of unworthiness, fear of being unaccepted.)

Typically, we rationalize why we shouldn't feel something when in fact we should.

### **For example:**

Your boss gives you a pile of work to do and you're stressed that you won't be able to get it done on time, and to meet their expectations.

### **Another example**

is when we feel guilty about making too many commitments to others. The resentment we feel is natural because we've overstretched ourselves with already too much on our plate, but we feel unkind because we think we should feel good about helping others. The truth is you should feel worried or angry about not having enough time for your own life, because you need it. You don't have to feel happy about not having it.

That feeling is simply an indication that you need to tweak your behaviors and be more assertive, NOT that your feelings are wrong, and you shouldn't be feeling them. See the difference? Wishing you felt good inside but really feeling angry only results in more stress. We usually make ourselves feel awful even though it has nothing to do with our feelings at all – it has to do with changing our behaviors. You're not wrong; your feelings are right on point that something needs to change!

## TAPPING INTO OUR FEAR (WORKSHEET)

Go ahead, list some of the biggest fears you have.

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## Checklist:

Did you complete the following?

- ☐ **List at least one person to forgive, let go of**
- ☐ **Notice one top fear that you have been holding on to**
- ☐ **Identifying negativity and the perspective**

# Journal

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PART 2

# Dive

DIVE INTO INSECURITIES, CLEAR ROAD  
BLOCKS, CREATE BOUNDARIES

‘Accept complete responsibility of your  
life. I am responsible.’

- Brian Tracey

## Part 2: Intention

I live unapologetically the way that I want and don't take it personally if others don't like it. I make an effort to eliminate and reduce the following negative environments that bring me down: including people, things, thoughts, attitudes, and beliefs.

# CREATING SWEET BOUNDARIES FOR YOU:

Your time is super valuable! Who or what is stepping on your personal space/boundaries? (Example: These are people that call unexpectedly, drop in, coworkers that seek your time, personal relationships that are negative, etc.).

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

List the top 3 emotions you have experienced when your boundaries have been invaded by important people in your life (hurtful things said by a colleague, unhappy friend takes it out on you, significant other gives you the 'guilt trip' for not doing a task) examples: sad, anxious, worried, stressed, overwhelmed.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

What about your energy? (Example: your space, negative energy seekers)

List 3 ways people invade your personal and private energy. (Example: A needy friend texts you and demands your attention constantly, a co-worker endlessly chatting but you have a ton of work to do, a family member dumps all their personal problems onto you immediately when you come home).

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

What do you give away thoughtlessly?

Make a list of the rationalizations that you tell yourself as to why you give away these things?

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What are your personal convictions & values? (Example: what are your non-negotiables)

(Example: I need to have my morning routine, I will begin to look at emails after 10:00am, I will respond to text messages after my breakfast etc.)

- A. 

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- B. 

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- C. 

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After defining your non-negotiables: the things that are not acceptable or in alignment with what you have identified is essential to the preservation of your time and energy, write down a time when each of these boundaries in your 4 categories were violated. What did you do? How did you handle it?

**What would be a possible solution to handle it now?**

**What would you propose as possible solutions to handle each of these situations in the future?**

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## EXERCISE: HABIT CREATION

List 5 new habits, thoughts and attitudes that you are planning to start today.

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### Here are some examples for you!

- I will get up an hour earlier each day so that I can workout more
- I will listen to a positive podcast for 10 minutes every evening before going to bed
- I will stop checking social media when I first wake up
- I am confident and punctual! (attitude)
- I am responsible with my money (thought)
- I have more compassion for my family (attitude)

# Actionable Steps

- Commit to becoming 100% respons-able. Be Proactive, not reactive
- Aspire to become a creator and not a victim.
- Maintain an internal focus of control.
- Remember: Everything is hard before it becomes easy.
- Resist the urge to blame anyone else or to complain.
- Resolve to stop the “What if’s” right now.
- Consistently seek out new Habits, thoughts and attitudes to adopt in your daily practice.
- Remind yourself that the ability and willingness to be flexible can be the single most important quality you can contribute.
- Adopt an attitude of optimism: the #1 indicator of success and happiness in all areas of your life.

- Brian Tracey

## Checklist:

Did you complete the following?

- ☐ How are you committing to enhancing your communication?
- ☐ How are you creating boundaries?
- ☐ Did you recognize your 5 new habits?
- ☐ When will you have the conversations that matter, and with whom?

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## PART 3

# Uncover

ASSESS STRENGTHS & WEAKNESSES,  
LEGO YOUR 'EGO'

‘And you can break yourself free  
from your hereditary patterns, cultural  
codes, social beliefs; and prove once and for  
all that the power within you is greater than  
the power that’s in the world.’

- Michael Bernard Beckwith

## Part 3: Intention

I know what makes me feel good, confident, and fierce I promise to do, and do more of it everyday.

I am more powerful than my negative thoughts and behaviors. When they arise I recognize them and honor them. I am human. I am allowed to feel my emotions and I know how to get back into my highest emotional peak state.

## **THE EGO. (FROM SOME OF THE WISEST EXPERTS ON THIS SUBJECT: DR. WAYNE DYER & DON MIGUEL RUIZ)**

The EGO presents itself as our fears. It is our natural protection mechanism. Many times, it's the identity of what we create all of our belief systems about our personality traits, who we are, our talents and abilities- which can come out as negative thoughts and limiting beliefs.

### **Assessment of your EGO:**

1. Do you get offended? (When, why and how)
2. Do you always need to win?
3. Do you constantly need to be right? (Why?)
4. Do you find yourself wanting to constantly be the best or the greatest?
5. Do you find yourself always needing more, are you never satisfied?
6. Do you need to identify yourself based on what you've done? (Showcase your accolades)
7. Do you worry about your reputation constantly and are you defined by it?
8. Do you always need to have the last word?

What did you do? Why? What actions did you take?

Describe an event, or circumstance when your EGO presented itself. It could be at work, at home, or some other interaction where you felt justified in how you felt, what you did, or what you said--yet, it did not feel good, or you felt the outcome to be bothersome.

Notice in the previous questions, when your EGO presents itself.

Reflect on it below. The EGO can teach us valuable life lessons.

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What are some of the ways (list 3) that your EGO helped you step into greatness?

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**When we learn to truly partner up  
with our EGO and realize it's an  
appropriate place but NOT let it  
define us, only then are we ready to  
reveal our best self.**

## TAKING INVENTORY

What are some of the ways (list 3) that your EGO contributed to where you are today in both personal and professional life?

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What are your biggest strengths (list 10 of them) that make you uniquely you?

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List some of your weaknesses or the things that you may want to improve?

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## EXERCISE: EGO CHECK IN

Now it's time to craft your strategy to keep your ego healthy and in check.

Set aside a few minutes (5-10 minutes daily/weekly) to tune into the following questions.

Ask yourself:

- Are you partnering (using the EGO as a benefit to push you out of your comfort zone) up with your ego?
- Are you using it effectively and have better self-awareness when it is arising??
- When is your EGO surfacing?

This is a surefire tool to make sure that ego doesn't spill out in forms of:

- Anger
- Resentment
- Negative thoughts and feelings
- 'I am better than' complex
- Judgment
- Competition
- Separation
- Disconnection

## Checklist:

Did you complete the following?

- ☐ Did you assess your EGO?
- ☐ Find ways your EGO shows up daily in your life?
- ☐ List your strengths?
- ☐ List your shortcomings?

Be proud, this section is a tough one!:

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# Journal

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PART 4

# Focus

RELEASE EXPECTATIONS, QUIET THE SIDELINE  
NOISE

‘Once we believe in ourselves, we can risk  
curiosity, wonder, spontaneous delight,  
or any experience that reveals the human spirit.’

- E.E. Cummings

## Part 4: Intention

I am the best version of myself where I am today,  
and know that version is pretty damn good.  
I'm a work in progress.

# Let's Face It. Let Go Of Expectations

Recount in detail, a story of unmet expectations or exceeded expectations — now retell the story from another perspective. (Example: “on the other hand...”)

We constantly face pressure from our families, friends, society, bosses, the communities we serve, and the list goes on.

List 5 ways you experience the expectations of others.

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What is the worst case scenario if you were to let go of these expectations?

Describe a time when your expectations were exceeded--when what you expected to happen (maybe not in a good way) did not come to pass, that in fact: you were pleasantly surprised!

What factors are you able to identify within your expectations that contributed to the unexpected outcome?

You will learn how to quiet the sideline noise and take action accordingly.

**You are the architect of your own life.  
You are in the driver's seat.  
The beauty is you have a canvas so go  
on and start creating.**

What are your biggest strengths (List 10 of them) that make you uniquely you?

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Often we overlook our distinctive strengths as they are usually the things that we take for granted, or that come easily to us. Because we live in a culture that teaches us that good things take hard work or are only worthy if we work hard, the unique qualities about us—the things we do well effortlessly are sometimes the things that are dismissed.

What qualities are you often praised for?

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Are there any things that you brush off (Hint: These are sometimes the things that make us feel like an impostor)?

How are you building your ideal life? As the architect of your future, what are 5 things you want to be doing more of?

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What part of your past experiences, strengths, and relationships do you wish to bring when creating your ideal life?

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Use the present moment to architect your ideal future. (Example:  
What do you need to do today to create that?)

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**This is powerful.  
Make a note to devote time to this every  
day for the next 21 days.**

## EXERCISE: Quiet the Sideline Noise

Time to break up with the 'habits' and eliminate people, things, attitudes, and beliefs that are holding you back.

Start your list with 10: From habits that no longer serve you, to a person, place, thought, or even things you do every day that make or break your confidence without you knowing it.

\*We often don't recognize the small things until it becomes a nuisance (and generally it's always the small things!). But if not checked- those small things can pile up and over time the accumulation can erode our sense of confidence, self-worth, and even can feed into feelings of anger and resentment.

\*Note: start with the small things - even if it slightly makes you feel bad! Piece-by-piece you will soon begin to eliminate these items from your life.

### **Example:**

I constantly have so much on my plate and never able to 'get it all done'.

### **Solution:**

Adopt an attitude of acceptance and commit to practicing it daily. Prioritize your (reasonable) 3 big 'wins' for the day.

### **Example:**

I get SO many emails per day, and can't respond to them all.

### **Solution:**

Seek out an assistant to help sort out the important correspondence or look for a cell phone or app to help you to filter out and prioritize communication. Create a schedule to check email 3x daily so that you become more efficient with your time.

**Example:**

Facebook rabbit hole. (You know, when you say you're only going on Facebook to get one thing done, and you end up on it for 2 hours?)

**Solution:**

Specific focus (Example: Scheduling specific time to check your Facebook page, consider setting a timer to limit the time spent, or perhaps the use of technology to pre-post updates to your social media).

**Example:**

How about that obligation or task that you must attend to because you said you would?

**Solution:**

Establish an immediate deadline to pinpoint it - it no longer serves you.

**Example:**

A friendship that needs a 'conversation' can make me feel awful (It doesn't support me, makes me feel icky, or I am afraid of an uncertain outcome) .

**Solution:**

Find a mastermind, a group with like-minded interests with a set of advisors and peers: people you trust, to help you to sort out your feelings objectively and pinpoint the exact nature of the issue that needs to be discussed. You might consider using your masterminds to hold you accountable to your course of actions-to-be-taken to push your level of growth.

You are the sum total of the 5 people you spend the most time with.

**Choose wisely.**

Once you start to make your 'list' and practice your solutions, you will immediately begin to feel lighter, and will acquire mastery over some of anxieties and thoughts in your head. This is a transformational experience and the key towards building and fortifying your EMOTIONAL GRIT.

## Checklist:

Did you complete the following?

- ☐ Did you list the expectations?
- ☐ Did you quiet the external noise?
- ☐ Did you identify what you can do more of?
- ☐ Did you release habits that no longer serve you?

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PART 5

# Resilience

BOLD TOOLS SO YOU ARE EMOTIONALLY  
FIERCE

‘Instead of striving for ‘perfection,’ we should  
aim for lives that are sustainable and fulfilling.’

- Sheryl Sandberg

## Part 5: Intention

I am thankful for the many blessings in my life,  
including all of the mistakes I've made and all of the  
color and contrast it has brought me, for it has led  
me to where I am today.

Let me think about them for a moment.

## CREATING YOUR FAILURE RESUME

## Why is embracing failure so important?

The key to the examination of our failures, or of unmet expectations is not self-pity, it is in learning from these experiences and using your new found knowledge to propel you FORWARD.

We are so used to trying to achieve at all times that we sometimes forget to see that behind every closed door was a blessing waiting for our discovery to point us in better direction.

**List your top 5 failures (or what you perceive to be a failure on your part), in your personal life.**

Remember, this exercise is designed to reveal more than the reliving of a moment that perhaps was ugly, didn't go as expected, perhaps was horrific or totally sucked: today we agree to willingly look past the feelings of defeat to acknowledge the new place that the experience has manifest.

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## CREATING YOUR FAILURE RESUME (CONT.)

Now take some time to review the list you have created. Are there any patterns that you can identify?

Now using that same list, can you recall the outcome?

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

## GO TO GRATITUDE

This tool is one of the most valuable and important tools to guide your transformation.

The ability to access and practice gratitude offers us an instant shot of hope: reminding us that you are on a journey, step-by-step, towards being an extraordinary human! It's the fastest way to focus in on what's been going great in your day and provides you the opportunity to acknowledge and celebrate the wins of your daily experiences.

Ready to celebrate YOU right now?

**Write down and make a list of 5-10 of your Gratitude Wins of the day and take a moment to appreciate them.**

Some days you will have more than 10 and that's when you know you have built incredible momentum.

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## GO TO GRATITUDE (CONT.)

For the next two weeks keep a gratitude journal. At the end of every day, write in this journal all of the things, big and small, that you experienced that day for which you are grateful.

At the end of the two weeks, describe the experience of keeping a gratitude journal: did you notice any shifts in your thinking as a result of chronicling a list of the bounty in your life?

**Now soak in all of the positive vibes, and let the massive abundance flow into you.**

### Checklist:

Did you complete the following?

- ☐ Did you highlight your top failures?
- ☐ Did you recognize failures in your personal life?
- ☐ Did you celebrate your WINS?

# Journal

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PART 6

# Elevate

YOU TAKING ACTION

‘Change is not a threat but a challenge;  
the unknown is not frightening  
but fascinating.’

- Tal Ben-Shahar

## Part 6: Intention

Today, I celebrate all of my accomplishments and big wins for I have been consistently doing the best that I can. I am showing the world who I am without concern for outside opinion because I have made the decision to liberate myself from judgment.

With a notebook or journal handy, allow yourself some time to read through and review everything that you have written thus far in your guidebook. Make note of any events, stories, or other thoughts that come to mind as you revisit your journey and exploration.

## **TAKING ACTION: YOUR NEW STORY**

We have many truths and many stories in our deck of life...

Which ones stand out?

Stories hold the best lessons and are the best ways to convey powerful messages. Are you ready to dive into yours?

Here are some prompts to hurl you forward:

Me. Who am I? Who have I dreamed of becoming? Why?

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Where have I been? Where do I want to go? Why?

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What have I done, accomplished, and experienced? What do I desire to do, accomplish, and experience? Why?

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What were some stories in my life that made me more resilient? (Example: A breakup, a bad business deal, a school rejection, a failure, a loss)

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How would I describe my commitment to creating an action plan for how I want to drive the NEW and emotionally aware self into the world?

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Name experts, advisors, or additional consulting you will be focused on in keeping your actions accountable during the next phase?

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What am I willing to let go of?

Who can I spend more time with, learn from, and grow with?

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What new habits, hobbies, interests, and subjects can I learn more about to help me with my new commitments and action plan?

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What key characteristics do I wish to embody more of?

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**Here's a list of the top characteristics explored as part of the GRIT process:**

- Authenticity
- Empathy
- Compassion
- Curiosity
- Attitude/Enthusiasm
- Resilience
- Gratitude
- Forgiveness
- Presence/Focus
- Vulnerability
- Adapatability

## STEPS TO ENSURE YOUR ROAD TO SUCCESS FOR YOUR GRIT JOURNEY

1. Maintain consistency in the your pursuit of bliss, ever mindful of fulfilling your own needs first.
2. Commit to a daily practice of the lessons in your emotional toolkit. Remember: You are responsible for your emotional state—always.
3. Everyday, affirm and give voice to your your “I AM” statements.
4. Make a conscious decision to be mindful of the needs of your teammates and doctors and to take responsibility to meet those needs whenever possible.
5. Set aside time everyday to acknowledge and celebrate 3 wins within your office, on your team, and personal practice
6. Forgive as quickly as you can, and make the time to communicate with clarity.
7. Become a, consistent, solution seeker.
8. Lead your patients with enthusiasm—remember they are relying on you.
9. Choose your actions wisely.
10. You are responsible for what you bring into the room.

## Join The Global Grit Community!



Pass this and share your new GRIT with your friends, family, and community



Gain more resources, advice, and worksheets at [EmotionalGRIT.com](https://EmotionalGRIT.com)

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# Journal

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# CONGRATULATIONS!

You have completed your Emotional GRIT workbook!  
The next step in your journey is to use these tools  
every single day.

Cheers to you for taking the time to develop and  
nurture your unique awesomeness. Please continue.

For additional free resources, online programs, and  
the Global GRIT community please visit  
[www.emotionalgrit.com](http://www.emotionalgrit.com)

**Grow. Reveal. Innovate. Transform.**