

Transcript,
PowerPoint
& Handouts

Managing our Emotions Seminars



www.lrhartley.com/emotions

The book cover features a background photograph of a woman sitting on a bench, looking down. Overlaid on this is a smaller, framed photograph of a child. The title is written in large, stylized letters: 'Welcome' in blue cursive, 'Dealing with' in orange, 'and Healing' in red, and 'Our Hurting Feelings' in yellow. The author's name, 'Dr Lionel Hartley', is at the bottom right. A small illustration of the woman from the top of the page is on the left. A copyright notice at the bottom left reads '© Pen & ink illustrations by the author'.

Welcome
**Dealing with
and Healing
Our Hurting Feelings**
Dr Lionel Hartley

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Dealing with and Healing
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Dealing with and Healing our Hurting Feelings

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Slide 1 – Focus slide

Slide 2 – Title slide

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Slide 3 – Emotion: Energy in Motion



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They are very fast, even faster than thought. They're invisible—we can't see them and often don't even know they exist. At other times, they're as loud as thunder booming inside us, visible on our faces and in the way we move. Without them, we can't enjoy food, have fun with friends, or feel the stir of music. With them we can feel joyful and happy, or miserable and confused. What are they? Our feelings and emotions!

A guy decides to have a party and invites lots of people, telling them to bring their friends. On the invitation he puts "Themed party - come as a human emotion."

On the night of the party the first guest arrives and he opens the door to see a guy dressed in green with the letters N and V painted on his shirt. He says to this guy "Wow, great outfit, what emotion have you come as?" and the guy says, "I'm green with envy." The host replies, "Brilliant, come on in."

A few minutes later the next guest arrives and the host opens the door to see a woman covered in a pink bodystocking with a feather boa wrapped round her. He says to this woman, "Wow, great outfit, what emotion have you come as?" And she replies, "I'm tickled pink." The host says, "I love it, come on in and join the party."

A couple of minutes later the doorbell goes for the third time and the host opens the door to see two guys — one wearing a yellow suit and donning a custard bowl on his head, and the other dressed like a pear.

The host is really puzzled and says "What emotions are these supposed to be?"

The first guy replies, "Well, I'm disgusted and my friend has come in despair."

The word “emotion” can be defined as “energy in motion.” An emotion is a strong feeling—a feeling such as joy, sorrow, or anger—that moves us. The experience of emotion makes life matter. It transforms our world from a series of events and facts into a living, breathing experience. For instance, you’ve had a rotten day, you come home and your dog is wildly wagging his whole body because he loves you no matter what. Just seeing him, you start to ease up on yourself and forget about your awful day.

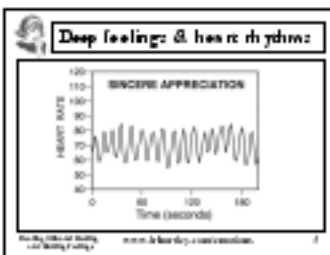


Slide 4 – Deep feelings & heart rhythms - 1

You may not always be aware of your deeper feelings and how these feelings are affecting your body, energy, thoughts, and relationships. You might notice tension or an upset stomach. Sometimes, you might even feel your heart pounding in your chest. In fact, one of the easiest ways that scientists observe how feelings affect our bodies is in the effects they have on our heart rhythms. When emotions are strong, they can be detected in the changing pattern of our heart rhythms.

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When people are frustrated, scared, worried, angry, or upset, their heart rhythms are uneven and irregular. When these uneven, irregular heart rhythms are viewed on a computer screen, they look like jagged mountain peaks.



Slide 5 – Deep feelings & heart rhythms - 2

When we are upset, it’s usually hard to think clearly. Making a wise choice is tough for anyone when they are emotionally upset. Have you ever said something to a friend in a moment of anger that you later regretted?

5

However, when we are feeling confident and secure, feeling cared for, or appreciating someone or something, our heart rhythms are smooth and even like the ones in the diagram below. Scientists now know that the heart and brain are connected and that smooth and even heart rhythms make it easier to think clearly and make better decisions.

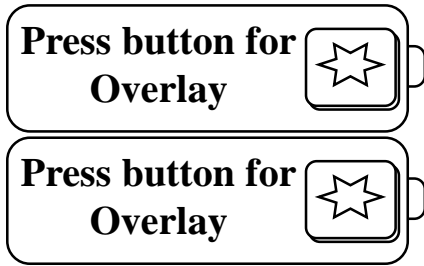
Slide 6 – Who is your speaker for today?

This seminar is designed to give you an inside picture of emotions. You will get basic information on how different parts of your brain function and work together, how emotional memories affect your behaviour, how your emotions and nervous system are related, and how your heart and brain talk to each other. These facts will help you see why it is important to learn to manage your emotions.

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Do we simply say to ourselves, “now stop feeling that way,” and expect the feeling to be gone with the wind? No, for we cannot

command our emotions. But we can put a saddle on them, fit them with a bit and bridle, and steer them in a more positive direction. I will also spend some time today sharing two powerful techniques that we can use to harness your emotions.



The first is the [SLIDE OVERLAY] Pause Button technique, a tool to benefit us in times of stress and anxiety. The second is [SLIDE OVERLAY] Power Reframing, a technique to help us to deal with past traumas as the memory of them encroaches on our present enjoyment of life.



Slide 7 – Surfer

Wouldn't it be great to learn to ride the waves of emotion, instead of letting them engulf you or knock you over? That's what managing your emotions is all about. For many people, emotion is something that just happens to them. But what you'll learn in this seminar is that it's possible to take charge of your emotions. As you become skilled at this, you will feel better on the inside and become more self-confident, successful, and satisfied in what you do and in your relationships with others. As you learn to ride the waves of emotion, you will have more of a sense of adventure and playfulness that gives life that extra sparkle. You'll also find yourself thinking clearly more of the time. Utilising one of the two techniques taught in this seminar will be a key for you.

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Slide 8 – The Three-Part Brain (Illustration)

Let's talk about our equipment upstairs. The human brain is made up of many layers built around a central core.

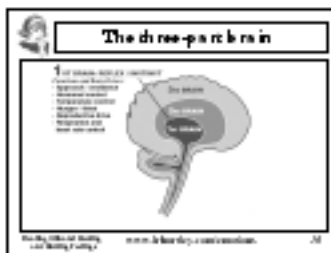
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Slide 9 – The Three-Part Brain

This extremely simplified diagram shows the brain divided into three main parts. Some people refer to these sections as simply the 1st, 2nd, and 3rd brains.

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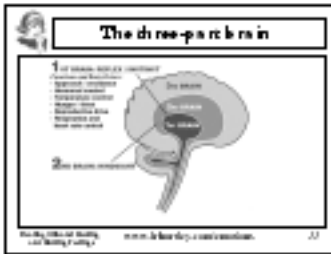


Slide 10 – the 1st Brain (detail)

The 1st brain controls your instincts, reflexes, and basic physical functioning. Amphibians (for example, frogs and salamanders), reptiles (such as alligators, lizards, and snakes), and birds of all kinds have only this part of the brain.

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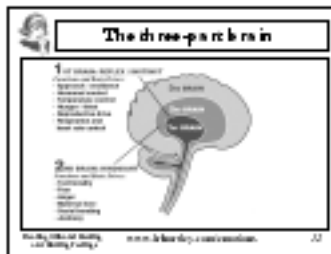
They act and behave mainly from their instincts. The 1st brain cannot solve math problems, but without it we could not survive. Our instinctual awareness of danger comes from this brain level. When we are hungry or thirsty, the survival instincts of the 1st brain will let us know and cause us to eat or drink. If this were the only brain level you had, instead of standing in a lunch line when you're hungry, you would rush to the food, pick it up, and gulp it down. Mice are born with an automatic avoidance of cats. It's instinct! This is an example of a first brain basic drive.



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Slide 11 – The 2nd Brain

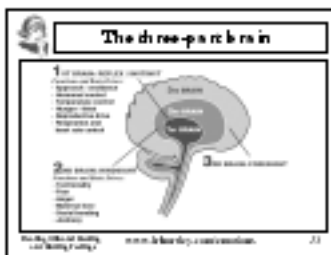
The second part of the brain is involved in many of our feelings and emotions.



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Slide 12 – The 2nd Brain (detail)

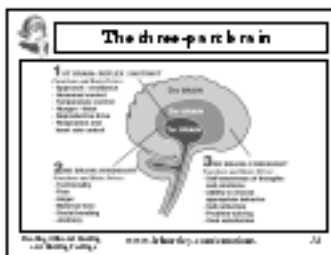
Without this brain, we could not have a sense of sadness or joy. Anger, fear, territoriality (protecting our turf), as well as feelings of security, pleasure, and the joy of bonding with others are examples of the feelings the 2nd brain helps to make possible. Many animals, such as dogs and cats, have this brain level as well. This part of the brain gives us memory of past events. When you and a friend see each other, memories of your last conversation and how you feel about each other are available to you because of the structures and circuits in the 2nd brain that store those memories. The 2nd brain also makes it possible for us to have *hindsight*. This means that we can learn from our past mistakes and successes.



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Slide 13 – The 3rd Brain

The 3rd level of the brain, sometimes called the *cortex*, is involved in thinking, problem-solving, goal-setting, and planning.



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Slide 14 – The 3rd Brain (detail)

This part of the brain provides you with *foresight*, an important ability that allows you to see ahead and consider the consequences of your decisions before acting on them. This is an advantage over the 2nd brain, where unmanaged emotions can push you to act without considering future results.

The 3rd brain also monitors the 2nd brain's activity and allows you to name and sort out your feelings and emotions. It can then help you decide what the best course of action may be for any situation.

For example, a comment from a close friend offends you, and you feel hurt or angry. You have to decide how you will respond. The 3rd brain reviews several possibilities: seek revenge, try to talk and resolve the conflict, let it go, forgive, or consider other options. It is the ability to understand the situation from many angles that can lead to a more intelligent decision. The 3rd brain can also help you notice when you are acting against what you feel is right. Some call this being aware experience, *your conscience*.



Slide 15 – How the Three Brains Work Together

While all three brain levels interact all the time, if you want to use all of the abilities available to you, all three need to work together in harmony. In other words, they have to be in sync with one another. However, this is not always the case.

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Often we rely too much on one brain level. For example, when we act mainly from the 1st brain, we react from instinct alone with no thought given to the consequences. When this happens we do not consider how someone else may feel, and our action may get us into trouble. At other times, we may act primarily from the 2nd brain. In this case, unmanaged emotions can play too strong a role in our decisions and behaviour. We can keep worrying about something that is not really worth it or get angry over a situation when we don't have all the facts. For example, rumour has it that your neighbour said something about your best friend that wasn't true. If you'd bother to ask what he really said, you might find out that it wasn't what he said at all.

Sometimes, we get mad first and ask questions later. If the 2nd and 3rd brains are not working together well, we may not even know what we are feeling, yet the feelings can drive our actions and affect our thoughts and decisions. For instance, with your 3rd brain you know you need to work on a certain project, but you choose to watch TV instead. During the show, you can't quite relax and enjoy yourself. You're anxious about the report, though you may not admit it.

An important aspect of our maturing process is getting the 2nd and 3rd brains to work together harmoniously. The 2nd brain involves acting on our impulses and emotions, sometimes without much awareness of how our feelings are affecting us. The 3rd brain allows us to gain more power to control our impulses and emotions. We see more clearly what's meaningful to us in life and make more of our choices based on these values.

As we've already said, the 3rd brain provides *foresight* that allows

us to see ahead, so we are able to consider the consequences of our decisions before acting. However, when we are operating mostly from the 3rd brain, we can get trapped in “looping thoughts” that lead to excessive worry and anxiety.



Slide 16 – What are “looping thoughts?”

Thoughts that loop are the ones that keep coming up over and over again. We just can’t seem to get rid of them. They can trigger feelings of fear and insecurity. Here are some examples.

I’ll never pass the test.

I’ll never get a date—I’m not good at talking to people.

16 I’ll never get all this done.

I can’t possibly learn all I need to know to do it.

I can’t believe I said that.

I feel so stupid.

I’m a nobody

Some people can become disconnected from their emotions and operate primarily from the mind’s logic. You’ve probably met people like this who can overanalyse everything!



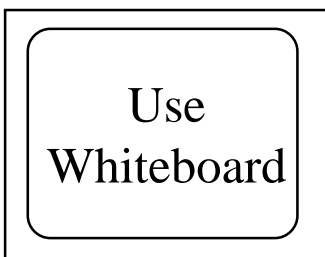
Slide 17 – Operating mainly from the mind

But operating mainly from the mind can lead to a lack of feeling and emotional experience—and rob a person of joy and deep friendships.

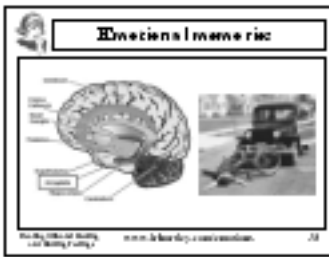
It is also now known that the 3rd brain needs the feeling parts of the 2nd brain in its decision-making processes when choosing appropriate actions and behaviours—for instance, the right thing to say in a social situation and the right time to say it. It just makes sense that the brain would need more than pure logic to make wise choices.

17 appropriate actions and behaviours—for instance, the right thing to say in a social situation and the right time to say it. It just makes sense that the brain would need more than pure logic to make wise choices.

We need to have good communication between our emotional and logical centres to be able to recognize and understand what others are feeling and how our behaviours are affecting them, a skill that is critical for making and keeping friends.



Just as an aside: There is an average of 100 billion neurons in the human brain. Each neuron or nerve cell is connected to other nerve cells in the brain by sometimes hundreds or even thousands of connections, called synapses. It is estimated that there are over 1,000,000,000,000,000 (that’s a quadrillion [15 ‘0’s]) connections in the brain, more connections than there are believed to be stars in the universe.



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Slide 18 – Emotional memories

Memories of how people have felt in the past are processed in the amygdala (ah-MIG-dah-la), an almond-sized structure located in the 2nd brain. Emotional memories can cause people to react automatically —based on things that happened in the past. Many of these reactions, however, may not be appropriate for the current situation.

Here’s why . . .

Emotional memories can be triggered by something that is happening in the present that is similar to something that happened previously. The feeling pops in so fast that the 3rd brain doesn’t have time to think about what’s different. Without thinking, we just react—for example, we get upset, scared, angry, or nervous—feelings that are “triggered” by the memory of a past situation. When people feel a strong emotion, the amygdala remembers it, along with many other details connected with the event. Even things that are indirectly related to the event can trigger the old feeling without our even being aware that this is happening. The amygdala takes in all kinds of impressions like sights, smells, tastes, and sounds and uses a “fast track circuit” to try to find a match with something that happened before.

For example . . .



Overlay (Slide 18) – Motor accident

Let’s say you can’t stand the smell of fresh asphalt. This may be because you had a bad crash on your bike on fresh asphalt when you were younger. You may or may not even remember the crash, but your amygdala does, and it links that smell with the crash.



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Slide 19 – Fear of dog

Here’s another example . . .

A boy was bitten by a dog when he was young. The bite hurt, and the boy was frightened. The event became stored in his emotional memory bank. As a teenager, the sight of a dog—even a gentle one—still triggers a feeling of fear or hesitation.



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Slide 20 – Fast track

Here’s what goes on in the brain to make this happen . . .

When this teenager sees a dog now, his brain instantaneously compares the image of the dog with his past memories through the *fast track circuit*. The brain finds a match—with the memory of “dog” and getting bitten—and triggers a feeling of fear. This *feeling* then affects how his 3rd brain perceives the dog. He reacts with a fear of dogs without knowing why.



Slide 21 – Slow track

The *information* about the dog goes to the 3rd brain through another pathway—the “*slow track circuit*”. If the 3rd and 2nd brains are working well together, the 3rd brain can then tell the 2nd brain that everything is OK. It’s a friendly dog, and there is no reason to feel threatened. However, even if this happens, the initial reaction has already sent signals down the boy’s nerves causing stress hormones to be released into his body.

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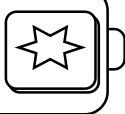
Slide 22 – smells

By the way: The only sensory input that goes directly to the amygdala is that of smell. Input from the other senses goes to another brain centre—the thalamus—to be distributed. That’s why smells can have such a powerful influence in triggering our feelings and emotions.

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Of course, such memories do not happen just with dogs. They happen with all of our past situations, including our relationships with other people—and places and situations that have left deep impressions on us. A person with a certain kind of walk or body type might cause you to feel fear because he reminds you of someone who once bullied you.

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Overlay – Slide 22 Hot dog

The smell of a hot dog can make you nauseous because you came down with a stomach flu after eating one once. You may dislike people with red hair because of that one red-haired person who once picked on you. And the list goes on.

Our emotional memories can cause us to stereotype whole groups of people with certain physical characteristics, affecting how we think about them.

You can gain tremendous benefits once you recognize that your emotional memories are affecting you and, in many cases, controlling and limiting you. When you realize this, you can begin to reduce these inappropriate fears, anxieties, angry reactions, and other unhealthy emotions caused by emotional memories. One effective tool is the Pause Button technique that I’ll be sharing with you soon. This tool can help you deal with emotional memories from a more objective perspective and with increased balance between the 1st, 2nd, and 3rd brains.

As you will learn later in this seminar, the heart is involved in how we feel and how well the different brain levels can talk to each other. The heart and brain communicate with one another and the

messages they send back and forth affect us in many important ways. But before we explain this further, you need to know a little bit about the nervous system—the pathway through which these messages travel.



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Slide 23 – Sept. 11

I would like to ask for a volunteer to tell you where they were and what they were doing when they first heard about the terrorist attack on the World Trade Center on September 11, 2001.

Overlay – slide 23 Burger eater

Now I wonder if you can tell me what you ate for lunch on September 11th 2013.

You may find it is easier to remember the first fact than the second. Why? It's because your emotional reaction to the attack on the World Trade Center was significantly stronger than your experience of lunch in 2013.

Slide 24 – Emotions and the Nervous System

You can think of the nerves in your body as wires that carry electrical signals from one part of the body to another. For instance, nerves carry information from the eyes, ears, nose, and other parts of the body to the brain, so that we can perceive the world. This group of nerves is called the sensory portion of the central nervous system. The central nervous system also carries the signals from the brain to the body so that we can walk, talk, and do all the things we do. This group of nerves is called the motor system. It is the motor system that we have conscious control over. Another major part of the nervous system is called the autonomic nervous system. It operates at a subconscious level (without our being aware of it) and controls many of the functions of the internal organs and the glands, which secrete hormones. The autonomic nervous system is also very much involved in our ability to feel and experience emotions.



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Overlay – Slide 24 Heart & brain working together

Exciting new research has recently challenged several longstanding assumptions about emotions. For years psychologists maintained that emotions were purely mental expressions, generated by the brain alone. We now know that this is not true. Emotions have as much to do with the heart and the rest of the body as they do with the brain. Emotions are produced by the brain and body acting together. Today the idea of separating the brain from the body is rapidly becoming out-of-date. It is the autonomic nervous system that connects the brain, heart, and body.

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Slide 25 - Autonomic nervous system

The picture on the screen shows how the autonomic nervous system affects different organs or bodily functions, utilizing two branches of nervous system activity.

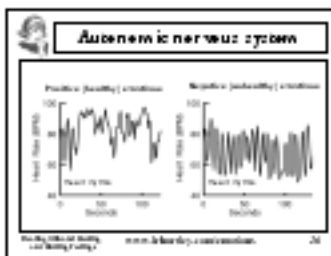
25 One branch is called the *sympathetic nervous system*, which prepares the body for action by speeding up the heart rate—it can be compared to the accelerator pedal in a car.

The other branch, the *parasympathetic nervous system*, can be compared to the brake pedal in a car because it slows the heart rate. For example . . . when we run or exercise, the sympathetic nervous system speeds up the heart rate. When we rest, the parasympathetic nervous system helps slow the heart rate down.

This diagram in a very simplistic form shows how the autonomic nervous system regulates different organs or bodily functions. A number of health problems can arise in part due to improper function or balance in the autonomic nervous system. For example, anger causes activity in the sympathetic system to increase and activity in the parasympathetic system to decrease.

If a person is angry or stressed a lot of the time, an imbalance develops in his system, which can lead to high blood pressure and heart attacks.

Different emotions cause different messages to be sent through the nervous system to the heart, face, and body. In the research laboratory, one of the easiest ways to see how different feelings and emotions affect the nervous system is to look at how the heart speeds up and slows down.



Slide 26 - Changes in the heart's rhythms

26 The changes in the heart's rhythms reflect the activity in the two branches of the autonomic nervous system. Emotions like frustration, anger, anxiety, or worry can cause the signals going down the two parts of the autonomic nervous system to get out of sync with each other. This can be likened to having one foot on the car's accelerator pedal (the sympathetic nervous system) and the other on the brake (the parasympathetic nervous system) at the same time—this creates a jerky ride and burns more gas. Just as it would cause extra wear and tear on the car, the same process also causes extra stress in our bodies. It depletes our energy and interferes with our ability to think. We call emotions that lead to this inner disorder “unhealthy” or “negative” emotions because of the harmful effects they have on our bodies and health, especially when experienced often.

Everyone has negative emotions occasionally, and we can learn from having them, but over time too many of these emotions are not healthy. For our happiness and well-being it's important that we become aware of our feelings and take charge of our emotional experiences.



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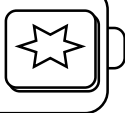
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Slide 27 - Research

Research shows the following consequences of unhealthy emotions.

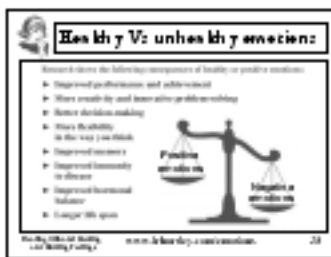
- Less ability to think clearly
- Less efficiency in decision-making
- Less ability to communicate clearly
- Reduced physical coordination
- Higher risk of heart disease
- Higher risk of high blood pressure

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Overlay – Slide 27 IgA

Anger suppresses your immune system. In a recent study, researchers asked healthy individuals to focus on two different emotions—anger and care—while a key *immune system antibody, secretory IgA*, was measured. IgA (immunoglobulin A) is the first line of defence in the immune system, acting as a protective coating for the cells against invading bacteria or viruses. Stress is known to decrease IgA levels, leaving us more vulnerable to respiratory problems such as colds or flu. The study found that simply recalling an angry experience caused a six-hour suppression of the immune system. On the other hand, feelings of care or compassion boosted IgA levels.



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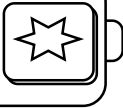
Slide 28 Healthy Vs unhealthy emotions

When we feel uplifting emotions, such as appreciation, care, and compassion, the signals sent through the nervous system are very different from the signals sent when we are feeling upset. These emotions allow the two branches of the nervous system to get in sync with each other. Then the body's glands and organs work together in harmony and the heart's rhythms become smooth and even. Thinking clearly and making better decisions becomes easier. This is why emotions such as appreciation, care, and compassion are called “healthy” or “positive” emotions.

Do positive emotions just happen to us—are they random—or can we choose to create them? At times, when we are with friends or doing something fun, we just feel good. At other times, finding a positive emotion could feel as likely as discovering water in the desert. But, with practice, you can learn to create positive feelings

yourself. Then you don't have to be a victim of emotional memories, circumstances beyond your control, or "a bad hair day." These skills are valuable. Researchers now say that learning to handle your emotions can make a big difference in whether or not you are successful in life. In fact, it can have a more important influence on your success than your I.Q.!

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Overlay – slide 28 Research

Research shows the following consequences of healthy or positive emotions:

- Improved performance and achievement
- More creativity and innovative problem-solving
- Better decision-making
- More flexibility in the way you think
- Improved memory
- Improved immunity to disease
- Improved hormonal balance
- Longer life span



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Slide 29 – The Heart-Brain Connection (How heart activity affects how we feel)

There is a nervous system pathway that carries signals from the heart to the brain, as well as one that carries messages from the brain to the heart. Surprisingly, the heart sends more signals to the brain than the brain sends to the heart!

In a way, we could say that the heart and brain "talk" to one another—and together they "talk" with the body. The signals they send, whether harmonious or chaotic, can make all the difference in how we feel and act.

Nerve impulses from the heart are received first at the 1st brain level, then move into the brain's higher centres (2nd and 3rd levels), affecting how we feel, think, perceive, and perform.



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Slide 30 – Heart activity (1)

Jagged and irregular heart rhythms send a message to the brain that indicates we are upset.



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Slide 31 – Heart activity (2)

On the other hand, smooth, harmonious heart rhythms send a signal to the brain that tells it everything is OK and working in harmony.



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Slide 32 – Heart activity (3)

These messages are sent through the nervous system pathway that starts in the heart and goes to the 1st brain ...



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Slide 33 – Heart activity (4)

... then to the amygdala in the 2nd brain. The pattern of the signal tells the 2nd brain what the heart and body are experiencing ...

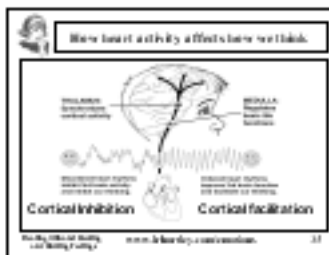


34

Slide 34 – Heart activity (5)

... while the 3rd brain monitors the 2nd brain and categorizes and names the feeling of fear, anger, joy, appreciation, or whatever it is—after we're already experiencing it.

When we pretend to breathe through the area of the heart and generate a positive feeling—appreciation, for instance—we can actually change the signals the heart sends to the brain, influencing the brain's perception and improving how we feel. This signal affects how the brain perceives and is an important way that the heart influences how we are feeling.



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Slide 35 – Heart activity and thinking

Another important pathway, shown here, is mainly related to the activity of the 3rd brain and our ability to think clearly. It carries information from the heart to the thalamus, a key brain centre that has many crucial roles. One of its roles is to distribute incoming sensory information to the different sections of the 3rd brain and ensure that the signals are in sync. Another function that the thalamus performs is to help synchronize the activity in the 3rd brain itself.

When the heart's signals to the thalamus have a jagged and irregular pattern, they interfere with the ability of the thalamus to perform this function. This results in what is called *cortical inhibition*.

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Overlay – Slide 35 Cortical inhibition

In this state the brain is not working as well as it could—your reactions are slowed and you cannot think as clearly. This is why when

you get angry or upset, you can say or do something that you wouldn't normally say or do. You hear someone say, "What were you thinking?!" What happened was that stressful feelings caused the signals in your nervous system to get out of sync, creating disordered heart rhythms and reducing your brain's and body's ability to perform well.

Positive feelings and smooth, even heart rhythms, however, facilitate or improve the brain's ability to process information; this is called *cortical facilitation*.

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Overlay – Slide 35 Cortical facilitation

This means that our physical reflexes are faster and we can think more clearly. We can see more options and solutions to problems and situations than we could before. This is important not only for tasks that require us to be able to focus, think, and make decisions, but also for ones that require us to have good coordination and speed—in sports, for example.

**Press button for
Overlay**



Overlay – Slide 35 Sports – red card & grey card

If we get upset while playing sports, not only do we drain our energy reserves more quickly, but our ability to perform is affected as well. This is because of the disorder caused in the nervous system by feelings like frustration, worry, and anxiety, and also because of the "noise" they create in the brain. An excess of mental and emotional noise in the brain can make it difficult to perceive what's going on. It overloads the circuits the brain needs for focusing, learning, remembering important details, and maintaining mental stability. The whole brain system goes into overload.

This is what happens when people are anxious about taking a test. Anxiety drives up the mental noise to such a pitch that they cannot see as much of the world around them, since the brain circuits usually available for recognition and understanding are busy with the internal noise. They will look at a test question and overlook certain words, miss the meaning of the question, and give the wrong answer. They can even miss seeing entire questions on the page!

This same process can happen when we are talking with our friends or family members. If we are not able to maintain a neutral feeling, we can literally be unable to hear what is being said and miss the meaning of what is communicated, which can further upset us.



Slide 36 – The Pause Button Technique

Take out your handout on The Five Steps of The Pause Button Technique.

By using the Pause Button technique, you can learn to take charge of your emotions—and refocus them—so that they work for you rather than against you. The steps of this tool are simple actions you can take to stop the chaos in your nervous system and quickly feel and perform better.

You could look at your life as a movie on a DVD—in which you play the starring role. What you do from one moment to the next determines how the story in the movie unfolds and how it ends. The Pause Button allows you to pause the movie so you can step back and get a wider and more balanced view of any situation. Then you can ask yourself, “How could I handle this in a better way?”

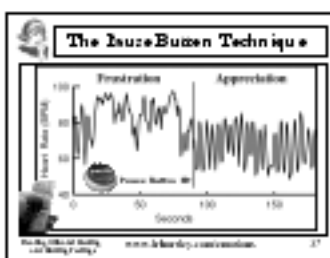
With practice, you’ll find you have more choices or options for what you might do next—even right in the middle of an argument or when feeling stressed about all the things you have to do.

A DVD movie is made up of hundreds of thousands of frames of video images strung together. The technology runs the frames past our eyes so quickly that we perceive them as an ongoing story.

If we want to see a still shot of one of the moments in the movie flashing by, we have to pause the DVD using the pause button on the remote control. When we’re watching a movie, we forget that we’re watching individual frames go by. It’s similar in real life. It has been well said, “Life is not measured by the number of breaths we take but by the moments that take our breath away.” We get so caught up in the story that it’s easy to forget that it’s made up of individual moments. When you pause one of those moments, you have an opportunity to change what you might do next.

**Refer to
Handout**

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Slide 37 – Graph

Now you need to use your imagination for this. When you practice Steps 2 and 3 and pretend to feel the breath flowing through the heart area while generating a positive feeling, there is a calming and balancing effect on your entire nervous system. There is also an improvement in how your nervous system, heart, and brain work together.

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By using *The Pause Button Technique* you can shift the pattern of signals the heart sends to the brain, reducing the inner noise and helping your three brains work together in harmony. This will stabilize your emotions and start to recharge your energy. Then you're less stressed and can think better, perform better, and have more fun.

If you practice managing minor irritations, anxieties, or angry reactions, you are creating a habit that can improve your day-to-day experience tremendously. But you're also building strength you can use in case you have to deal with a big crisis, challenge or unexpected change. If life really throws you for a loop—for instance a disaster happens at your home or in your community or nation, or someone you know becomes gravely ill—it can be really hard to bring some balance back to your emotions. That's natural when the rug seems to be pulled out from under everything you feel secure about. But it's important that you try. Once your emotional energy reserves are exhausted, your nervous system has to operate on raw nerve energy. That's when your nerves feel frayed.

Next come the cycles of fatigue, despair, and depression.

By learning how to take charge of your emotions, you start the process of renewing your emotional buoyancy, which can help reenergize the nervous system. This can take time, but using a tool like the Pause Button Technique can help you restabilise more quickly. Any time one person manages his/her emotions, everyone involved in the situation benefits.



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Slide 38 – Don't Be Discouraged

Once you've used the Pause Button Technique and have a sense of a better way to handle a situation, don't be discouraged if your emotions flare back up again if the situation returns. You may find that doing Steps 2 and 3 of the Pause Button Technique is all you need to calm down and to remember how you decided to handle the situation when you used the Pause Button Technique before.



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Slide 39 – Choose a Different Response

When you get really comfortable with the Pause Button Technique you'll enjoy the feeling of having more control in your life. That feeling of control is important.

A US survey conducted in 2002 revealed that Americans' sense of control over the sources of stress and tension in their lives is a big factor in their ability to cope with that stress and tension.

But what's important to realize is that while you can't always control what events happen in your life, you can control how you re-

spond or react to them. Using the Pause Button Technique helps you stop that stressful response and find a different one.

I have shared with you so far the three-part brain, emotional memories, your nervous system, and heart-brain communication. You have seen how your emotions can help you and how they can hurt you. You've also learned that it's possible to change the way you feel by generating uplifting feelings that allow your nervous system, heart, and brain to work together harmoniously. And you've learned a tool that's designed to help you do that. Soon I will outline another tool I call Power Reframing. What you do with all this information is now up to you.



Slide 40 – da Vinci’s Vitruvian Man (Stand up for a stretch)

I would like each of you to stand up and put your hand on your heart. Did you place your hand on the left side of your chest? Many people do, but the heart is actually located almost in the centre of the chest, between the lungs. It's tipped slightly so that a part of it sticks out and pulses against the left side of the chest, which is what makes it seem as though it is located there. What I've said so far has reached your head through your eyes and ears, but it needs to reach your heart in order for you to benefit from it.

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While we're standing up, let's all have a big stretch before I move into our section on Power Reframing. What we can do when the hurts of the past encroach on the enjoyment of the present.

(Stretch)

Please be seated.



Slide 41 – Living in the present

What is the relationship between the past, present & future?

- Depression is a direct result of suppressed past anger, distress and trauma from childhood to the present time.
- Anxiety is the result of future projection of fear thoughts and beliefs, often based on the past, unresolved, emotional baggage – the ‘what if’ syndrome.
- If a traumatic event or experience is not resolved then it becomes stored emotional baggage that is carried around until it is acknowledged, accepted and resolved at a conscious level in the present.
- The good news is that the brain can change, grow, and be reprogrammed, so it can be positively focused instead of negatively focused in the present.
- You can consciously choose to change any values and beliefs you

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have learned that has kept you stuck in your emotional baggage in the present, or set you up to fear the future – depression and anxiety will then be alleviated.

- All you have to do is work out what you can change and be persistent

This is where Power reframing comes in.



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Slide 42 – Power Reframing

Power Reframing is a technique to help us to deal with past traumas as the memory of them encroaches on our present enjoyment of life.

“My life has been filled with terrible misfortunes, most of which have never happened.”

What a great quote by Mark Twain. It humorously summarizes something that is so true, so important, and so often ignored.

Our minds are constantly bombarded with negative thoughts, visions of horrible things that may happen to us, and terrifying reasons not to do the things we should do.

And yet in the end, these horrible things rarely happen. The thoughts cause pain by twisting yourself into believing that everything is okay when it is not.

The worst part is that these thoughts disturb us for so long that we come to believe that we can never do anything about them!

Well, that’s about to change

Fortunately, we have a very powerful technique available to us called “Power Reframing”.

Reframing involves identifying our unhelpful thoughts and replacing them with more positive or adaptive ones



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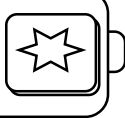
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Slide 43 – When is Power Reframing useful?

You are free to reframe literally any thought you ever have into something more positive. Of course, if you tried to do that, you’d never have a chance to relax and enjoy life! It’s much better to focus primarily on reframing your negative thoughts. But if you listen to your thoughts for long enough, you’ll probably notice that there are so many negative ones that it’s still a challenge to reframe them all.

To simplify, I’ve found that there are three main types of negative thoughts that it is most helpful to reframe

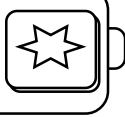
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Overlay – slide 43: 1. Limiting beliefs.

A limiting belief is a thought that prevents you from accepting your full potential. These are the “I’m not good enough” thoughts. The consequences of accepting your limiting beliefs rather than challenging them are severe; you end up not achieving what you want. When you counter a limiting belief by reframing thoughts based on them, you weaken the belief and reduce the chance of it getting in the way of your goals

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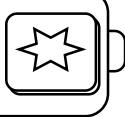


Overlay – slide 43: 2. When you wish that something acceptable were better.

Have you ever had a fun night staying at home, but felt like you missed out the next day when you heard about something great that your friends had done? We tend to beat ourselves up in these kinds of situations, even though we had a good time!

Rather than let your mind be filled with negative thoughts, take advantage of this easy Power Reframing technique and enjoy the moment even more.

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Overlay – slide 43: 3. Specific problem areas.

This can often be related to limiting beliefs, but don’t have to be. Perhaps you are working on a specific area of your life, such as wanting to lose weight. You want to go to the gym, but it’s raining out and you don’t want to get wet. In this situation, you can use Power Reframing as a way to motivate yourself to go.

When you get down to it, Power Reframing is rather like a piece of brain-computer software that can be installed in your mind. While you might not reframe everything, you should at least be able to whenever a good situation for it arises

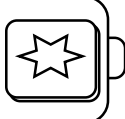


Slide 44 – Principles of Power Reframing

There are a few principles to keep in mind when considering the Power Reframing technique.

It is critical that you know and accept these principles before you start actively trying to add Power Reframing to your personal development toolkit. A Power Reframe is far more effective when you understand what’s going on behind the thought.

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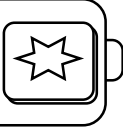
Overlay 1 – Slide 44

The first basic principle is that events or situations do not have inherent meaning; rather, you assign them a meaning based on how you interpret the event.

This can be difficult to accept, but you must. Even when something seemingly horrible happens to you, it is only horrible because of the way you look at it.

This is not to make light of tragedy. It's perfectly okay to be sad when something seemingly bad occurs. That being said, even a "bad" event can be given a "good" meaning.

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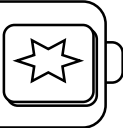
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The second principle is that every thought has a hidden "frame" behind it. The

Frame is your underlying beliefs and assumptions that are implied by your thought.

For example, when you think "I'll never be a good lover because I'm not French", part of the frame is that only the French make good lovers.

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Overlay 3 – Slide 44

The final principle is that there is a positive intention behind every negative thought.

That inner voice of yours that expresses negativity is only doing so because it wants to help you in some way. That doesn't make the thoughts right or acceptable of course, but it does mean that your inner voice is not an enemy to be resisted.

By finding the positive intentions behind your thoughts, you can work with your mind to find a positive reframe. That is far more effective than chastising yourself for having negative thoughts in the first place!

SO, without further ado, let's get into the actual technique

Slide 45 – Observing Your Negative Thoughts

If you've never tried to pick up on your negative thoughts before, implementing the techniques will probably shock you.

Negative thoughts may pop up in your mind trillions of times per day, they often follow the same few patterns, and they usually sneak by unquestioned.

It's time to put a stop to this.

Here are a couple of ways to help you observe your negative thoughts



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Overlay – slide 45 Keep a thought journal.

Even if you get nothing else from this seminar, you will be amazed at what you find out about yourself from keeping a thought journal. Keep a small notepad in your pocket or bag so it is available at all times. Some of my clients found that trying to take notes on their phone was too slow, but you are free to try it.

Anytime you have a negative thought, write it down in your journal. This immediately stops your negative thought in its tracks. It also allows you to analyse your negative thoughts and notice the most common problem areas or limiting beliefs you should work on.

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Overlay – slide 45 The Rubber Band Technique.

This method may feel a little silly at first, but I guarantee it is one of the fastest ways to change a behaviour. Wear a rubber band around your wrist. It should be tight enough that it stays on and can make a nice snap when pulled, but loose enough that it is comfortable, doesn't affect circulation and won't break. Any time you have a negative thought, give the rubber band a snap. Like writing it down, this stops a negative thought in its tracks immediately, but it also conditions you to have fewer negative thoughts in the future. For a double whammy, use both the rubber band technique and a thought journal.

Based on the success others have had, using both will likely have you performing incredibly successful reframes within just a few days

It can be tempting to ignore this first step – that is observing your negative thoughts – but do so at your own peril. Observing your own thoughts is fundamental to being able to reframe them successfully.



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Slide 46 – Replacing Negative Thoughts With Positive Ones

Before moving on, I can't emphasize enough the importance of first step. If you haven't been observing your negative thoughts, you simply will not be as successful at replacing them.

Here are some valuable tactics to help you replace your negative thoughts with positive ones

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Overlay – slide 46: 1. Use milder wording.

This one is relatively easy, and you should start doing it immediately. Words do matter, and if your thought is worded with a milder negative, you won't feel as bad. For example, if you were to

think, “I really hate my mother-in-law”, you would feel worse than if you thought “I really don’t get on well with my mother-in-law, yet!”

So go with the second one.

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Overlay – slide 46: 2. Ask yourself: “What is the best way for me to accomplish this?”

When you are facing a challenge or fear, you can ask yourself this question to help you focus on the solution rather than the problem. The phrase “*best way*” implies that there are multiple ways around the problem and focuses on the positive.

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Overlay – slide 46: 3. Ask yourself: ‘What can I learn from this?’

Now, instead of having a problem, you have a way to improve yourself. Every challenge is also an opportunity to learn, so take advantage of it.

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Overlay – slide 46: 4. Challenge your assumptions.

Try to figure out what the frame behind your thought is. Chances are you have a limiting belief that is encouraging you to think negatively about your situation. A limiting belief is based on assumptions you have made that probably are not true. Find reasons why they aren’t true, and you chip away at the beliefs causing the negative thoughts. This is the most powerful long-term reframing technique, and it is far more effective if you’ve been keeping a thought journal.

These techniques are like rules of thumb that you should have available for when negative thoughts rear their ugly head. They will help you come up with “band-aid” reframes in a pinch.

Part of your homework is your handout on the ABCs of Power Reframing.



Slide 47 – Easy reframes for common situations

Here are some examples of easy reframes for common situations

If you do want to succeed with this, you should sort out what your most common negative thoughts are and have a specific reframe available whenever you have that particular thought.

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Consistently applied, you will find yourself instinctively thinking positively in situations that you had previously had horrible thoughts of.

All of us can do better tomorrow—and we will, too, if only we start today.

Many of the negative thought patterns you probably experience involve a cognitive distortion, or your mind putting a particular “spin” on the events that happen to you.

See if you can recognize any of these cognitive distortions within yourself as we continue.



Slide 48 – “People never listen to me.”

This is an example of all-or-nothing reasoning. Another example would be “I always get things wrong.”

The key characteristic of this cognitive distortion is a word like “always” or “never”. When reframing all-or-nothing reasoning, it can be helpful to think of counter-examples.

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Reframe: “While it’s unfortunate that this person doesn’t appreciate my idea as much as they should, many other people do. In fact, just yesterday I had a number of people agree with an earlier proposal.”



Slide 49 – “Something bad is about to happen.”

One of the most common cognitive distortions is fortune-telling or predicting the future in a negative way.

These types of thoughts can cause serious anxiety, and need to be controlled. It can be helpful to remind ourselves that we don’t know everything and certainly don’t have the power to predict the future.

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Often times we make predictions that don’t come true, so why should we assume that we’ll be right this time?

Many years ago a house near Bucyrus, Ohio, was struck by lightning. Faster than it takes to tell it, the bolt burned a path down the eaves of the house, through the rain gutter, and into the cistern. Luckily the house was not set afire. Not long after the storm, one of the children was sent to fetch a bucket of water and discovered that the cistern was dry. Examination showed that the lightning bolt had burned a hole in the bottom of the cistern, causing the water to leak out.

When the father went down to plug the leak, he heard the sound of gurgling water. Investigating further, he discovered an underground stream. A well was dug where the cistern had been, and

from that day on the family had an abundance of cold, clear, pure water. They lost a rainwater cistern but gained a never-failing source of the life-giving beverage.

Reframe: "I'm not sure what the future will bring, but chances are high that it will be good."



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Slide 50 – "Anyone could do what I do."

This is an example of discounting the positive, or minimizing the significance of your accomplishments or something else positive in your life.

This prevents you from savouring the moment and can decrease your self-confidence. We can't have that! The best way to reframe this is to focus on your strengths

Reframe: "I'm very good at what I do. My skills are impressive, and lots of people are probably envious"

Or as Emo Philips wrote, "A computer once beat me at chess, but it was no match for me at kick boxing."



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Slide 51 – "Since that attempt went wrong, everything will go wrong."

Over-generalization is another common cognitive distortion that can wreak havoc on our minds.

Here, we take a negative situation as implying that all sorts of other unrelated negative things will happen because of it.

To counter an over-generalization, you just need to put the event in perspective by recognizing it as an isolated incident.

Reframe: "Although it went wrong, I can handle the challenge that it presents. And besides, it's just one unsuccessful attempt amidst many probable successes!"



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Slide 52 – "It is all my fault!"

Sometimes we like to pin the blame for something squarely on ourselves.

While you should take responsibility for yourself and your actions, you don't need to accept blame for things that are not your fault. Chances are there were some factors beyond your control.

Reframe: "I contributed to the problem here, and I accept full re-

sponsibility for the part that is my fault. Nevertheless, there were factors beyond my control, so I can't blame myself for everything that went wrong."

If it really is my fault I can concede, "Although no one can go back and make a brand new start, anyone can start from now and make a brand new ending".



Slide 53 – If only I had [_____], then I could [_____].

If you find yourself having thoughts of this nature often, you have limiting beliefs that need to be handled.

Make sure you start keeping a thought journal so you can get to the bottom of it.

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Your limiting belief is putting conditions on your success. Road-blocks are continuously put up to keep you away from your goal, keeping it just out of reach and decreasing your motivation, whereas an obstacle is often an unrecognised opportunity.

A couple examples of this type of thought would be "Once I drop a few kilos the ladies will find me irresistible", or "I can't quit my boring job and pursue my passion until I have a lot more money saved up".

A thirty-eight-year-old scrubwoman would go to the movies and sigh, "If only I had her looks." She would listen to a singer and moan, "If only I had her voice." Then one day someone gave her a copy of a book on believing in herself. She stopped comparing herself with actresses and singers. She stopped crying about what she didn't have and started concentrating on what she did have. She took inventory of herself and remembered that in high school she had a reputation for being the funniest girl around. She began to turn her liabilities into assets. A few years ago comedienne Phyllis Diller made over \$1 million in one year. She wasn't good-looking and she had a scratchy voice, but she could make people laugh.

Reframe: "Nothing is stopping me from achieving my goals."



Slide 54 – "I can't handle this."

This thought pops up usually as a response to a larger than average stressor.

You take the fact that you are experiencing something challenging, and you magnify it to the point of impossibility.

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I recommend that when you have this type of thought, you pause for a moment before your reframe and do something to help reduce the stress. Take five slow, deep breaths, and then reframe.

Reframe: “I’ve faced many challenges before, and I’ve conquered many of them. Not only that, but they rarely turnout to be anything significant in the grand scheme of things”

Motivationalist Denis Waitley wrote, “The most important three words you can say to yourself [are]: Yes I can!”



Slide 55 – I’ve been rejected! I’m worthless!”

The thought of rejection can be painful but it need not be.

Ask yourself, “Who gets to decide what counts as rejection and what doesn’t, anyway?”

55

Many of those who have risen from failure to real achievement have rejected the rejection of this world.

In 1902, the poetry editor of *The Atlantic Monthly* returned a sheaf of poems to a twenty-eight-year-old poet with this curt note: “Our magazine has no room for your vigorous verse.” The poet was the now famous Robert Frost, who rejected the rejection.

In 1905, the University of Bern turned down a Ph.D. dissertation as being irrelevant and fanciful. The young physics student who wrote the dissertation was Albert Einstein, who rejected the rejection.

In 1894, the rhetoric teacher at Harrow in England wrote on the sixteen-year-old’s report card, “a conspicuous lack of success.” The sixteen-year-old was Winston Churchill, who rejected the rejection.

It’s easy to imagine that you have bad luck or are cursed or something along those lines when a string of bad things occur, but it’s important to remember that they are independent occurrences and you yourself are fine.

Reframe: “Missing this one time may turn out to be a fantastic thing for me” or “I won’t take it personally; she was probably just in a bad mood” or “It’s better to have tried and not to have succeeded, than to never have tried at all.”



Slide 56 – “I always get the raw end of every deal”

A soldier received a box of home-baked cookies from his girlfriend. Several were thick and lumpy. He ate the thin ones and left

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the others for his buddies in the barracks. To his chagrin, he learned that his sweetheart had placed intimate love notes in some of the cookies – that is why they were the thick and lumpy – the very ones that he had rejected and left for his fellow-soldiers.

Reframe: “Sure life has handed me a raw deal this time, but I accept the fact that nobody gets through life without some sorrow and misfortune.”

In one of Gilbert & Sullivan’s operettas, the 1878 HMS Pinafore’ the character Buttercup tells the captain, “Things are seldom what they seem, skim milk masquerades as cream; highlows pass as patent leathers; jackdaws strut in peacock’s feathers.

Black sheep dwell in every fold; all that glitters is not gold; storks turn out to be but logs; bulls are but inflated frogs.

Drops the wind and stops the mill; turbot is ambitious brill; gild the farthing if you will, Yet it is a farthing still.”



Slide 57 – Summary

We’ve covered a lot, so a quick summary of this last section might be in order.

Reframing involves changing your perspective on a given situation to give it a more positive or beneficial meaning to you.

57 Then Power Reframing can be used to help remove limiting beliefs, to help appreciate positive moments that you might otherwise miss, or to modify any other negative thought you would like to change.

Our assumptions help us provide meaning to events that don’t have any inherent meaning. Even when our inner voice has something negative to say, there is a positive intention behind it.

The first step in reframing is to observe your negative thoughts. Keep a thought journal and try the rubber band technique to help you better understand your own internal dialogue.

The second step is to replace the negative thoughts with a more positive one. It helps here to challenge the implied assumption behind your thoughts. There are a lot of common negative thought patterns, and you can arm yourself against them in advance.



Slide 58 – Here’s something to think about.

* Should you find it hard to get to sleep tonight; Just remember the homeless family who has no bed to lie in.

* Should you find yourself stuck in traffic; don’t despair. There are people in this world for whom driving is an unheard of privilege.

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- * Should you have a bad day at work; Think of the man who has been out of work for the last three months.
- * Should you despair over a relationship gone bad; Think of the person who has never known what it's like to love and be loved in return.
- * Should you grieve the passing of another weekend; Think of the man or woman in some third world country, working twelve hours a day, seven days a week, for \$15.00 to feed her family.
- * Should your car break down, leaving you miles away from assistance, Think of the paraplegic who would love the opportunity to take that walk.
- * Should you notice a new grey hair in the mirror; Think of the cancer patient in chemo who wishes she had hair to examine.
- * Should you find yourself at a loss and pondering what is life all about, what is my purpose? Be thankful, there are those who didn't live long enough to get the opportunity.
- * Should you find yourself the victim of other people's bitterness, ignorance, prejudice, or insecurities; Remember, things could be worse. You could be them!!!
- * Should you feel depressed because of your weight; Remember, obesity is curable: aids is not.



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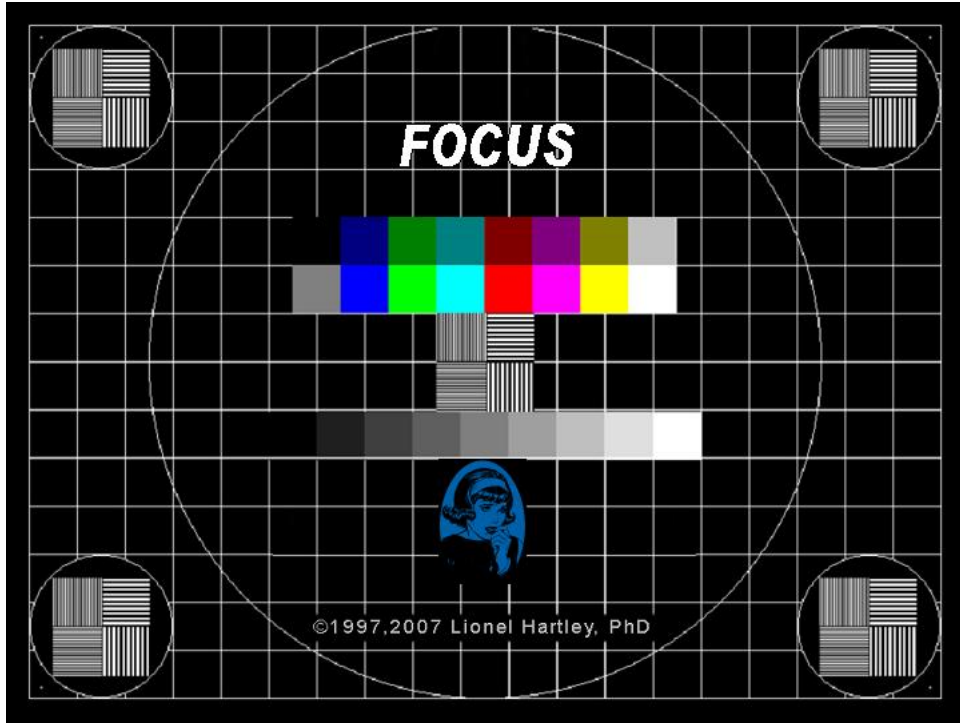
Slide 59 – Question time

A reminder that there is a survey form that we would appreciate you filling out and leaving in the box at the back.
Are there any questions?



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Slide 60 – Blank slide



Welcome
**Dealing with
and Healing
Our Hurting Feelings**
Dr Lionel Hartley

© Pen & ink illustrations by the author

Dealing with and Healing
our Hurting Feelings

www.lrhartley.com/emotions

This book cover features a central photograph of a woman sitting on the floor, looking thoughtful. To the left is a blue and white pen-and-ink illustration of a woman's head and shoulders, also in a thoughtful pose. The title 'Welcome Dealing with and Healing Our Hurting Feelings' is written in a mix of blue cursive and bold yellow and red sans-serif fonts. The author's name 'Dr Lionel Hartley' is at the bottom right. Two red circular 'no' signs are present: one with a cigarette and one with a cell phone. At the bottom, there is a blue box with the book's title and the author's website URL.



Emotion: Energy in motion



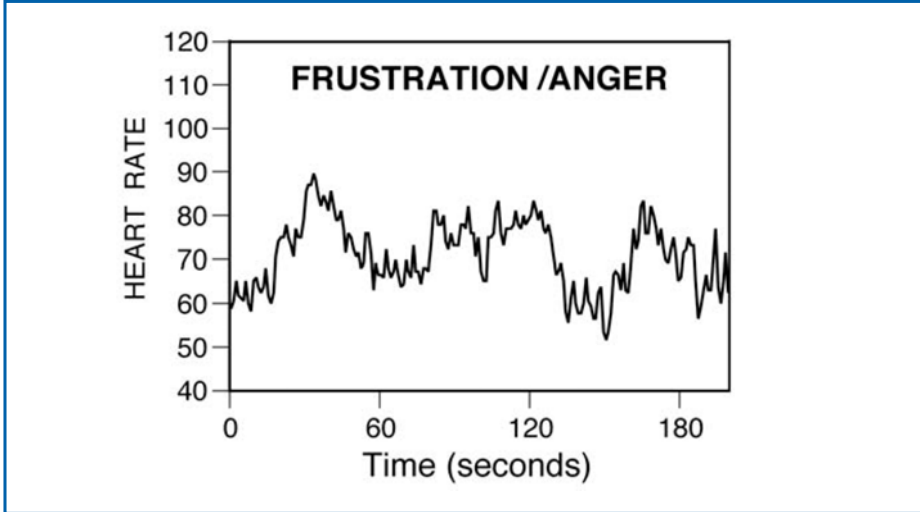
Dealing with and Healing our Hurting Feelings

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3



Deep feelings & heart rhythms



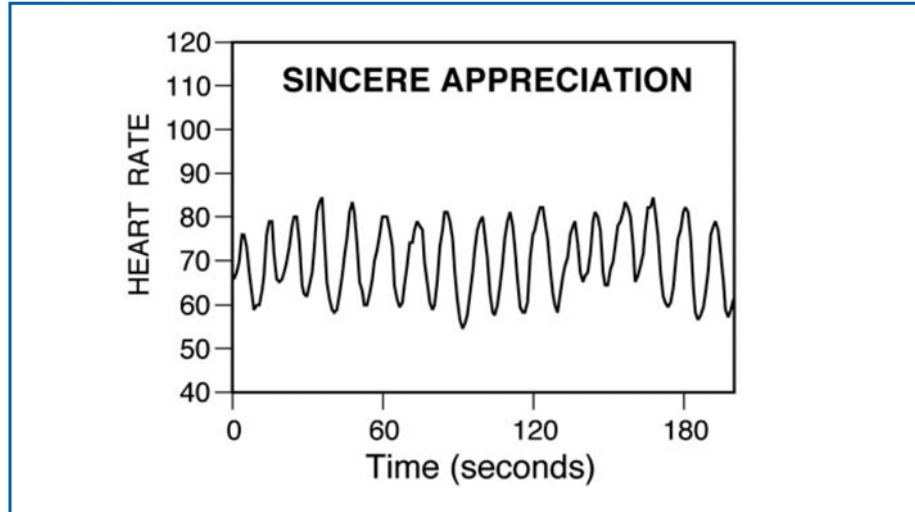
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4



Deep feelings & heart rhythms



Dealing with and Healing our Hurting Feelings

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Who is your speaker for today?



Lionel Hartley, author, radio broadcaster, public speaker and retired sociologist.

He was a Lifestyle Educator and Family-life Counsellor for three decades.

He is a grandparent, married to Rosemary with three grown children.

Lionel D C Hartley, DipAdmin(NZIM), HonDip (DramArt), DipTheol (SDB), RGN (Psy, PsyPaed, Admin, Nutn), Dip Bus Law, Dip Econ, Dip Accy, BA (Lit), MA, PhD [etc.]

We welcome your participation in today's seminar.



Time will be allowed at the end for your questions.

www.hartleyonline.blogspot.com

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Riding the waves of emotion

Managing your emotions...



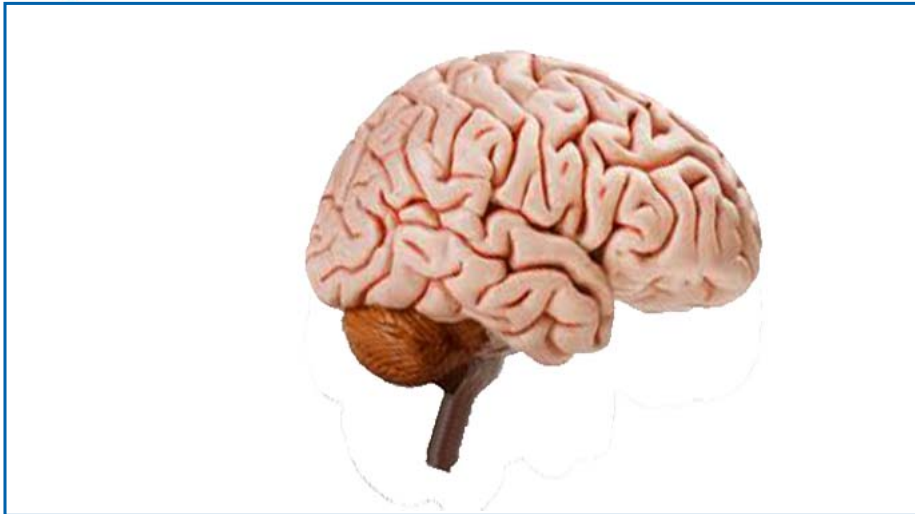
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The three-part brain



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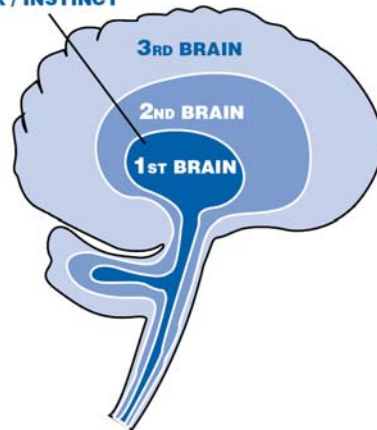
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The three-part brain

1ST BRAIN: REFLEX / INSTINCT



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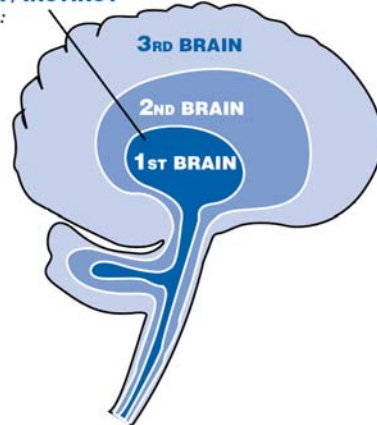


The three-part brain

1ST BRAIN: REFLEX / INSTINCT

Functions and Basic Drives:

- Approach / avoidance
- Hormonal control
- Temperature control
- Hunger / thirst
- Reproductive drive
- Respiration and heart rate control



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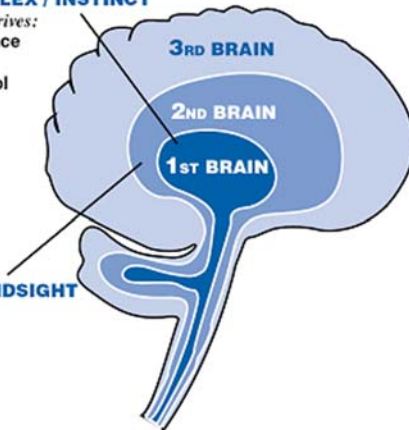
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2ND BRAIN: HINDSIGHT



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The three-part brain

1ST BRAIN: REFLEX / INSTINCT

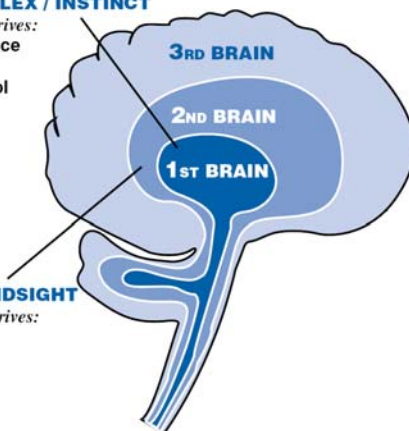
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- Reproductive drive
- Respiration and heart rate control

2ND BRAIN: HINDSIGHT

Functions and Basic Drives:

- Territoriality
- Fear
- Anger
- Maternal love
- Social bonding
- Jealousy



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The three-part brain

1ST BRAIN: REFLEX / INSTINCT

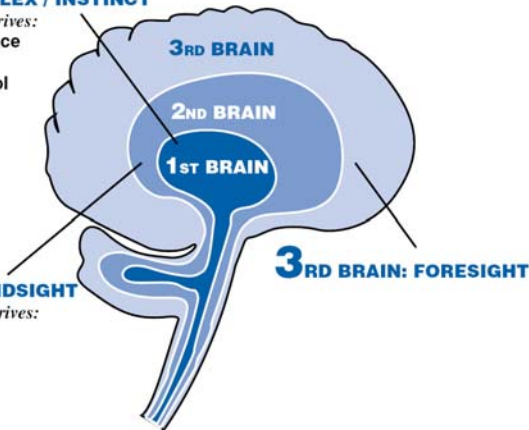
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1ST BRAIN: REFLEX / INSTINCT

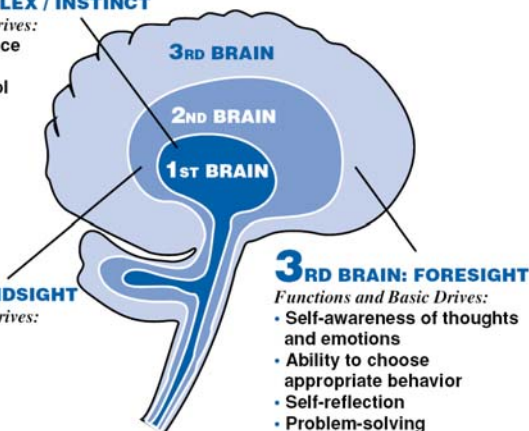
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- Respiration and heart rate control

2ND BRAIN: HINDSIGHT

Functions and Basic Drives:

- Territoriality
- Fear
- Anger
- Maternal love
- Social bonding
- Jealousy



3RD BRAIN: FORESIGHT

Functions and Basic Drives:

- Self-awareness of thoughts and emotions
- Ability to choose appropriate behavior
- Self-reflection
- Problem-solving
- Goal satisfaction

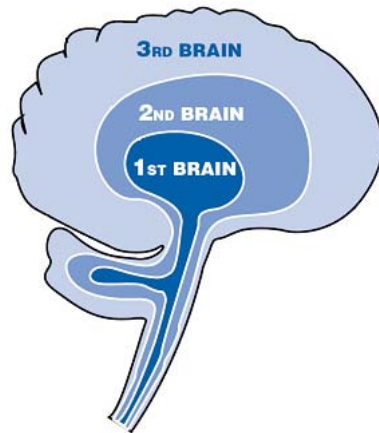
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The three-part brain



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Looping thoughts

- I'll never pass the test.
- I'll never get a date—I'm not good at talking to people.
- I'll never get all this done.
- I can't possibly learn all I need to know to do it.
- I can't believe I said that.
- I feel so stupid.
- I'm a nobody



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Operating mainly from the mind



Knowing the right thing to say



Knowing when to say it

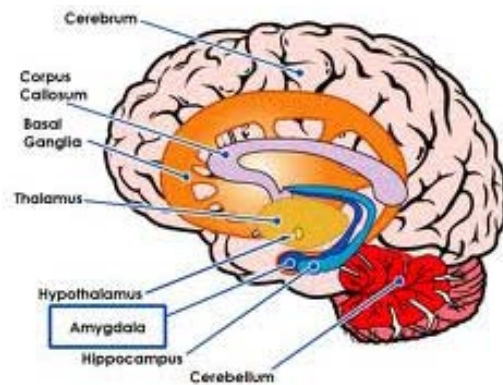
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Emotional memories



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Emotional memories



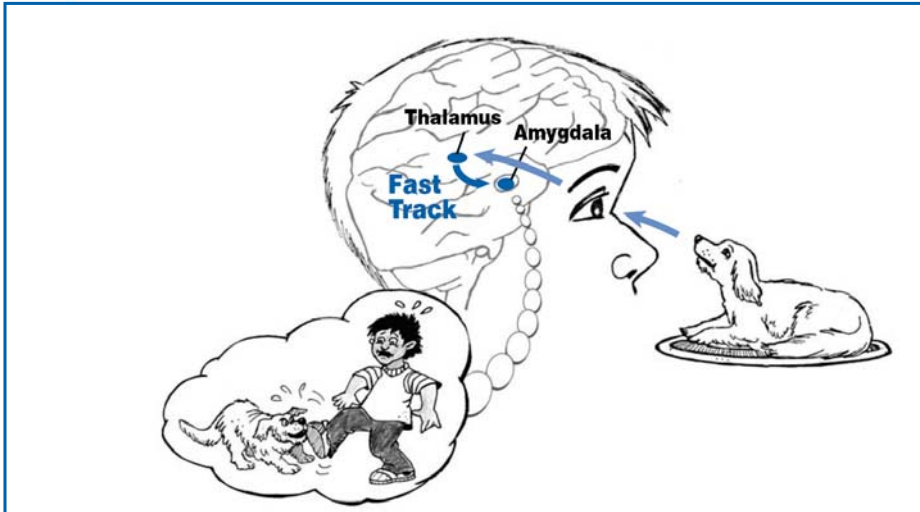
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Emotional memories



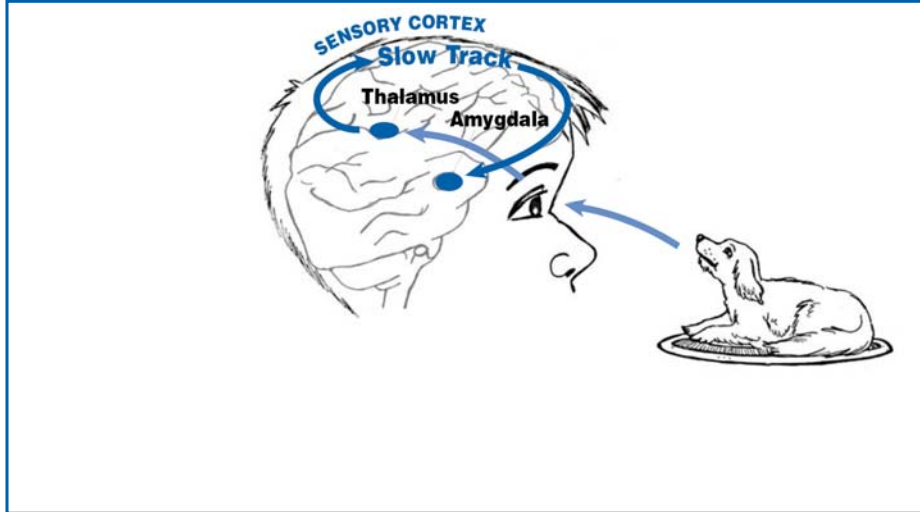
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Emotional memories



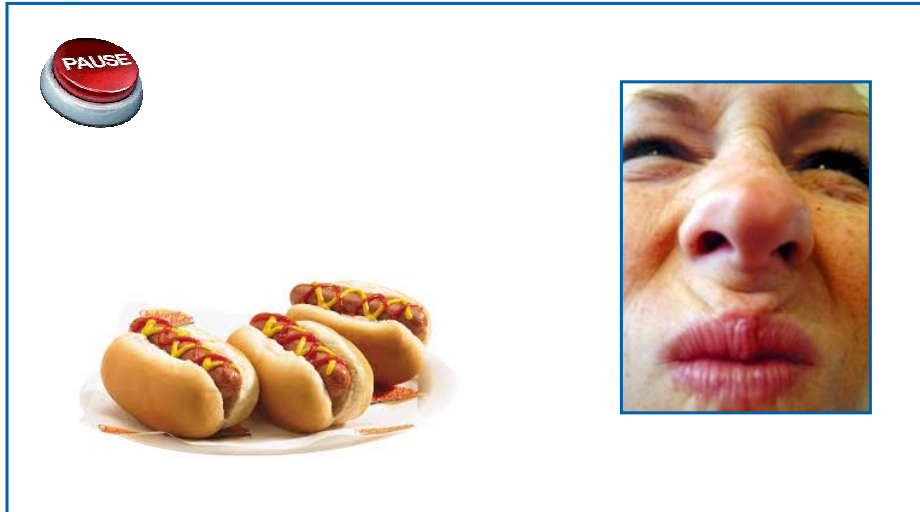
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Emotional memories



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Emotional memories



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Emotions & the nervous system

The ANS - Autonomic Nervous System

Emotions are produced by the brain and body working together.

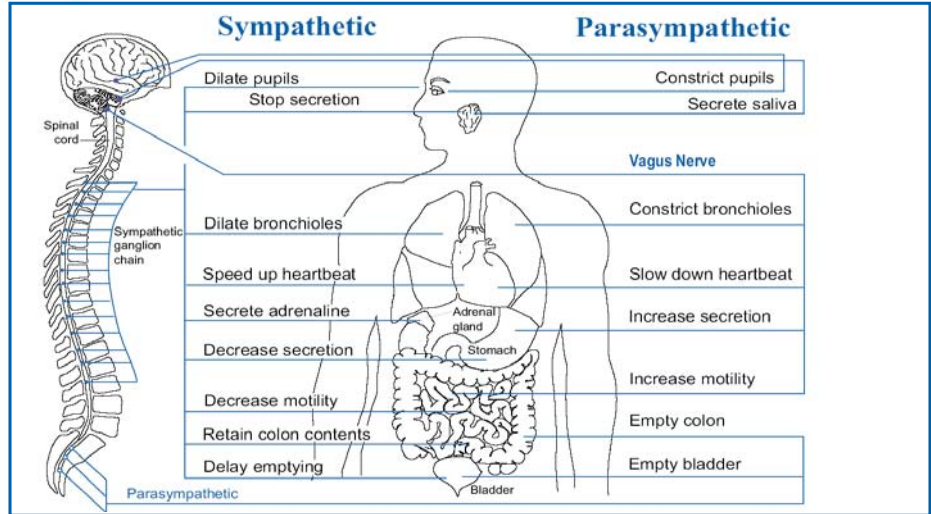
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Autonomic nervous system



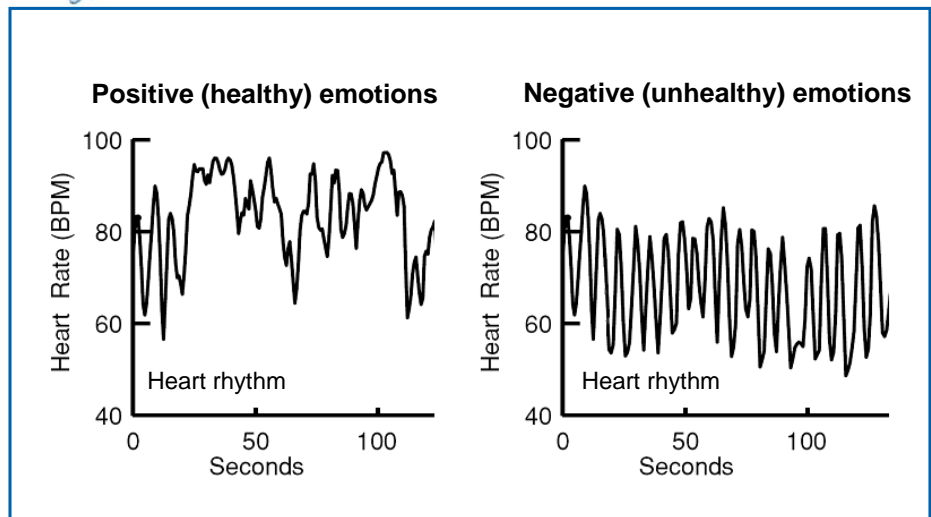
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Autonomic nervous system



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Autonomic nervous system

Research shows the following consequences of unhealthy emotions.

- ▶ Less ability to think clearly
- ▶ Less efficiency in decision-making
- ▶ Less ability to communicate clearly
- ▶ Reduced physical coordination
- ▶ Higher risk of heart disease
- ▶ Higher risk of high blood pressure



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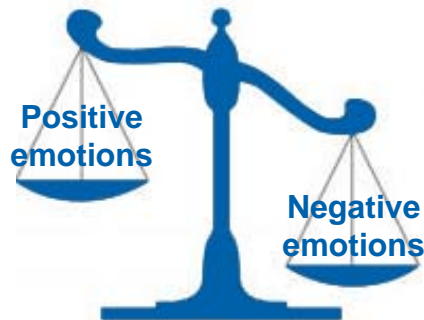
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Healthy Vs unhealthy emotions

Research shows the following consequences of healthy or positive emotions:

- ▶ Improved performance and achievement
- ▶ More creativity and innovative problem-solving
- ▶ Better decision-making
- ▶ More flexibility in the way you think
- ▶ Improved memory
- ▶ Improved immunity to disease
- ▶ Improved hormonal balance
- ▶ Longer life span



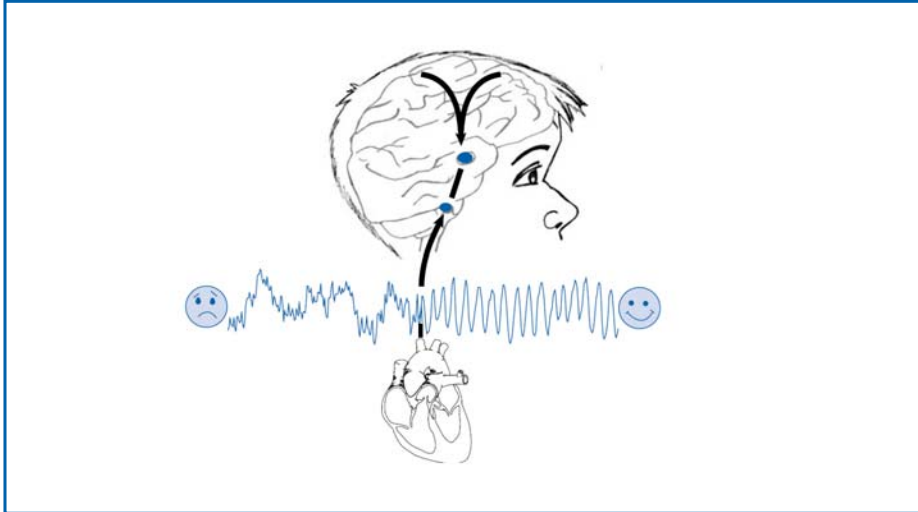
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How heart activity affects how we feel



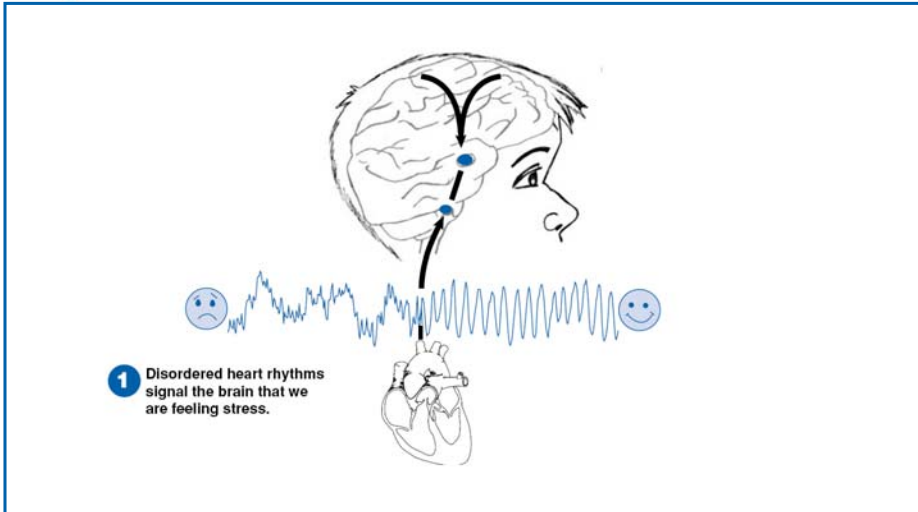
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How heart activity affects how we feel



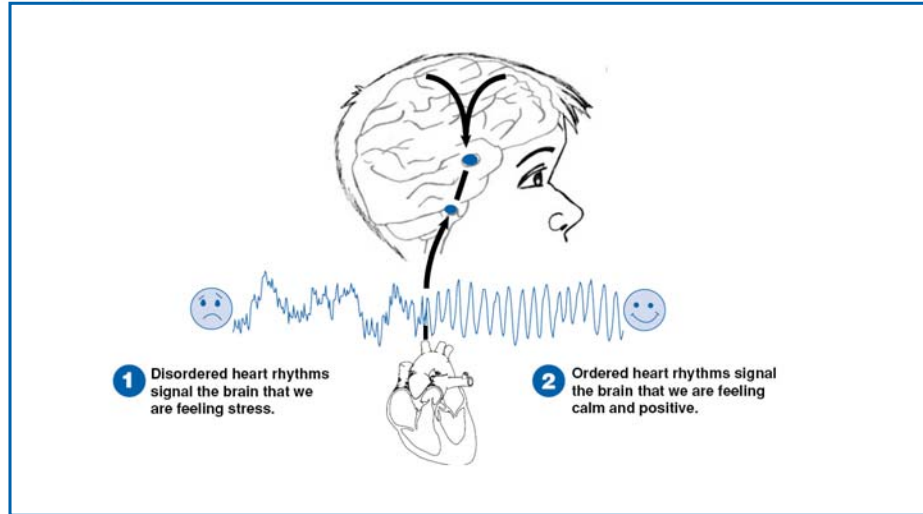
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How heart activity affects how we feel



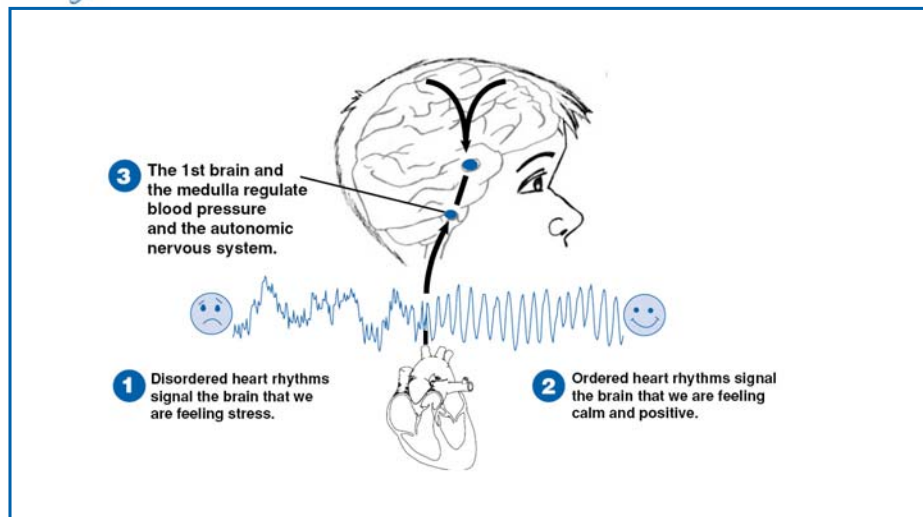
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How heart activity affects how we feel



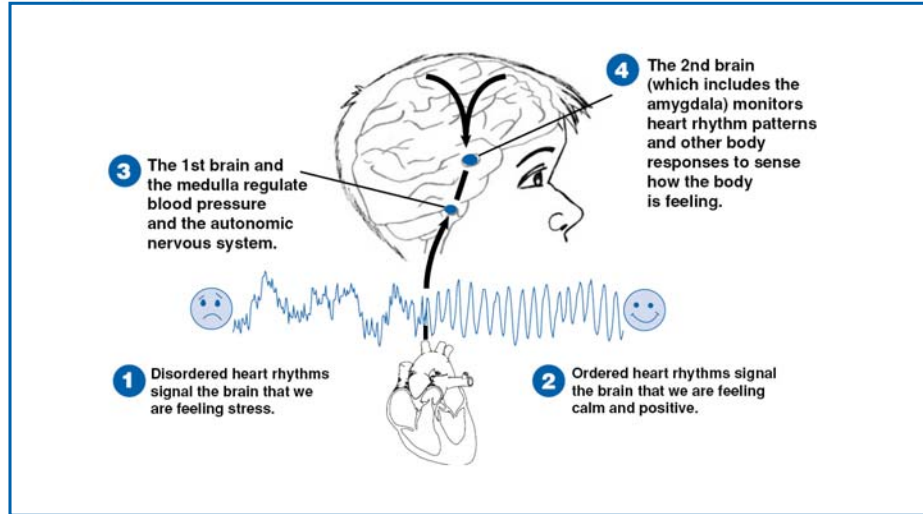
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How heart activity affects how we feel



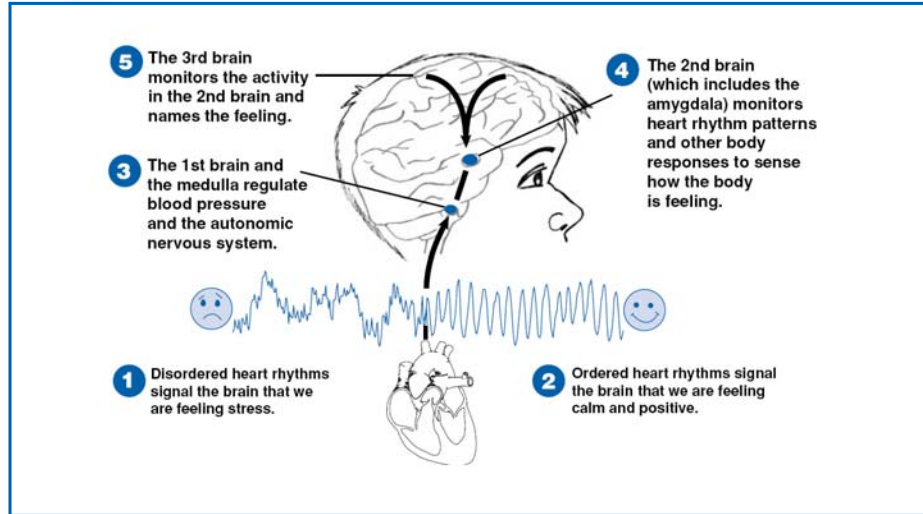
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How heart activity affects how we feel



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How heart activity affects how we think



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The Pause Button Technique



Positive Emotion-Refocussing

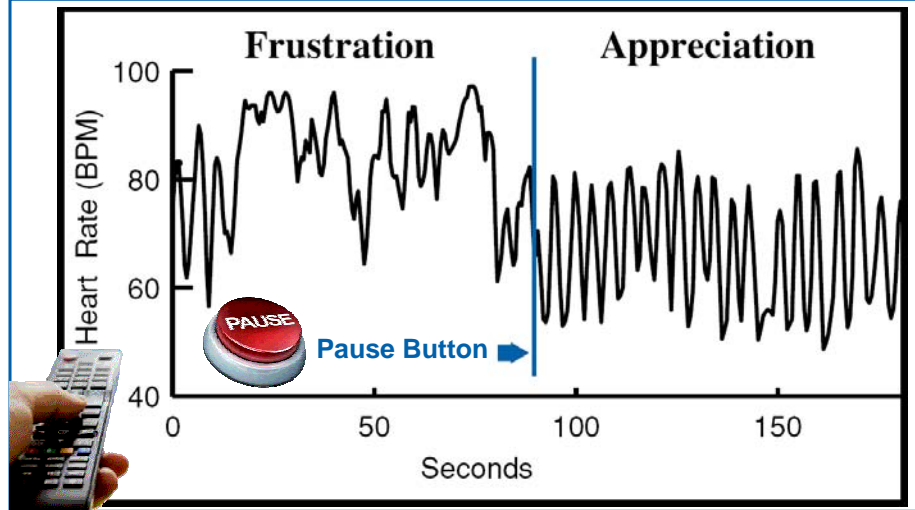
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The Pause Button Technique



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The Pause Button Technique

This collage illustrates the application of the Pause Button Technique. The central message is 'Don't be Discouraged'. A whiteboard with the text 'TODAY I WILL ...' suggests a focus on daily goals. The red 'PAUSE' button and the hand holding the remote control are key elements of the technique. The close-up of the device with a red light indicates the active state of the button.

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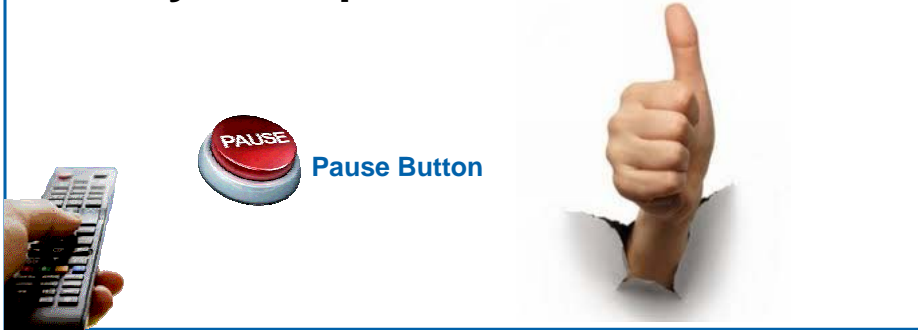
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The Pause Button Technique

You can't always control what events happen in your life, you can control how you respond or react to them.



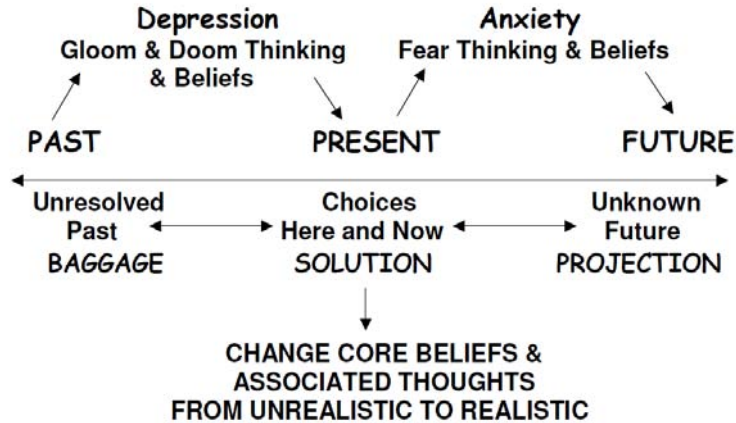
Power Reframing





Living in the present

Where are you living: past, present or future?



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Power Reframing

"My life has been filled with terrible misfortunes, most of which have never happened."

— Mark Twain



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Negative thoughts

- **Limiting beliefs**
 - Power Framing weakens belief
- **When you wish something was better**
 - Power Framing changes negativity
- **Specific problem areas**
 - Power Framing motivates



Power Reframing Principles

1. Events or situations do not have inherent meaning; rather, you assign them a meaning.
2. Every thought has a hidden "frame" behind it – your underlying beliefs and assumptions implied by your thought.
3. There is a positive intention behind every negative thought.





Observing your negative thoughts



- **Keep a thought journal**
- **The Rubber Band Technique**



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Replacing Negative Thoughts With Positive Ones

1. **Use milder wording**
2. **Ask yourself: “What is the best way for me to accomplish this?”**
3. **Ask yourself: “What can I learn from this?”**
4. **Challenge your assumptions**



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Easy Reframes for Common Situations

**“We’re not retreating...
... we’re just advancing in a different
direction”**



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Easy Reframes for Common Situations

**Cognitive distortion:
“People never listen to me ”**



**Reframe: “While it’s unfortunate that this
person doesn’t appreciate my idea as
much as they should, many other people
do.”**

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Easy Reframes for Common Situations

Cognitive distortion: “Something bad is about to happen.”

Reframe: “I’m not sure what the future will bring, but chances are high that it will be good.”



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Easy Reframes for Common Situations

Cognitive distortion: “Anyone could do what I do.”



Reframe: “I’m very good at what I do. My skills are impressive, and lots of people are probably envious”

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Easy Reframes for Common Situations

Cognitive distortion: “Since that attempt went wrong, everything will go wrong.”



Reframe: “Although that went wrong, I can handle the challenge that it presents.”



Easy Reframes for Common Situations

Cognitive distortion: “It is all my fault!”



Reframe: “I contributed to the problem here, and I accept full responsibility for the part that is my fault. Nevertheless ...”



Easy Reframes for Common Situations

Cognitive distortion: “If only I had _____, then I could _____.”



Reframe: “Nothing is stopping me from achieving my goals.”



Easy Reframes for Common Situations

Cognitive distortion: “I can’t handle this.”



Reframe: “I’ve faced many challenges before, and I’ve conquered many of them.”



Easy Reframes for Common Situations

Cognitive distortion: “I’ve been rejected!
I’m worthless!”



Reframe: “I won’t take this personally, she
was probably just in a bad mood.”



Easy Reframes for Common Situations

Cognitive distortion: “I always get the raw
end of every deal”



Reframe: “Things are seldom what they
seem.”

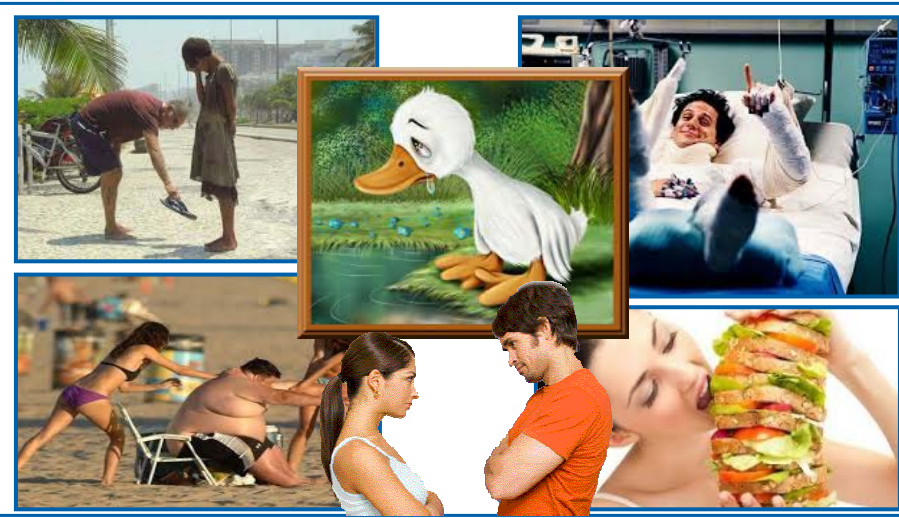


Using Power Reframing

- **Observe (and record) your negative thoughts**
- **Replace negative thoughts with positive ones (Challenge the assumption behind the thoughts)**



Something to think about...





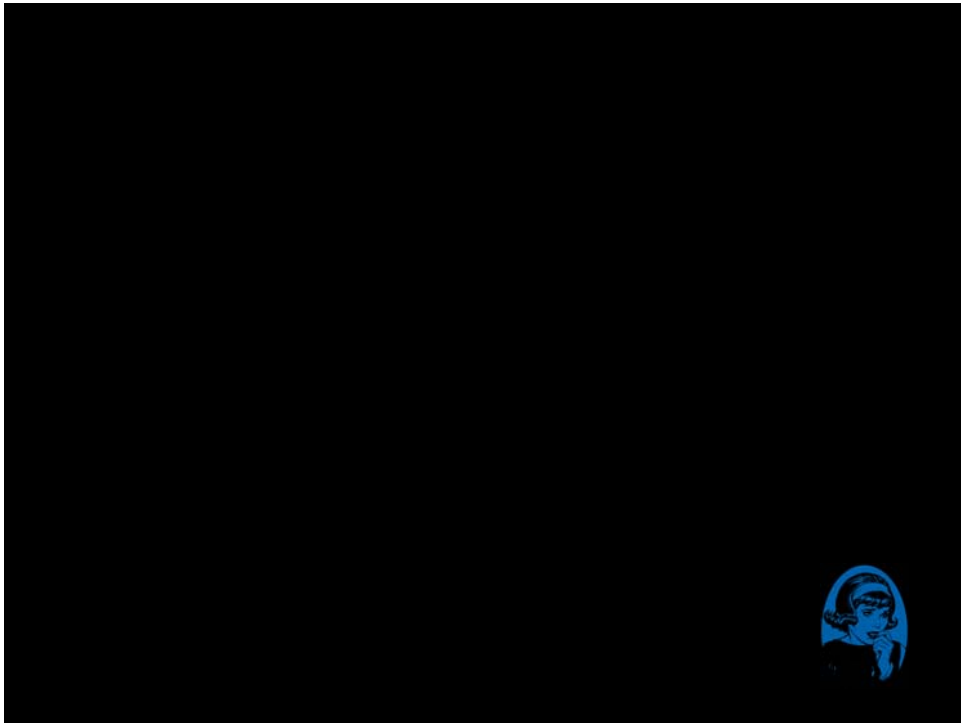
Please remember the survey form.



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MANAGING YOUR EMOTIONS

Do you find that your emotions are often uncomfortably intense? Do they seem to change rapidly? Is it difficult to “turn off” certain emotions?

Intense emotions can be very upsetting and difficult to endure. At times, our upsetting emotions lead to unhealthy behaviors as we try to rid ourselves of the emotion (for example, becoming intoxicated when upset). At other times, we simply try to tell ourselves not to feel our emotions. Similarly, we often make critical judgments about ourselves because of an upsetting emotion we disapprove of, which then causes us to feel yet another upsetting emotion, leaving us feeling even worse! In order to reduce the intensity of our emotions it is necessary to experience our emotions **uncritically and without making judgments**.

There are additional ways we can reduce the intensity of our emotions.

- 1) Identify and label your emotions- This is done by paying attention to all of the variables surrounding the upsetting emotion, including:
 - A) The event that prompted the emotion (this can be a thought we have or an external event)
 - B) Our interpretations of the event/experience (what we tell ourselves about the event)
 - C) Any accompanying bodily responses/physical sensations
 - D) Behaviors we use to express the emotion (body language, words, actions)
 - E) The aftereffects of the emotion on our functioning
- 2) Discover the **function** of the emotion- Emotions serve a purpose, including:
 - A) Communicating to others and influencing others
 - B) Preparing us for action (fear generates a “fight or flight” response)
 - C) Giving us information about a situation (when we have a “gut feeling” about something)
- 3) Recognize that we are more emotional when under physical or situational stress. We can reduce our vulnerability to negative emotions by:
 - A) Treating physical illness (take care of your body, see a doctor when necessary, take prescribed medication)
 - B) Balancing eating (don’t eat too much or too little, eat healthily)
 - C) Avoiding mood-altering drugs (don’t take nonprescribed drugs and limit alcohol use)
 - D) Balancing sleep (sleep the amount that is adequate for you, create a sleep schedule if having sleep disturbances)
 - E) Getting exercise (try to get 20 minutes per day)
 - F) Building mastery (try to do one thing per day that makes you feel competent and in control)
- 4) Realize that emotions can be controlled – to some extent – by controlling the events that trigger them. Increase positive emotions by:
 - A) Increasing the number of pleasurable events in one’s life **on a daily basis**.
 - B) Making changes in your life so that positive events (and emotions) will occur more often; list goals you want to achieve and work toward them.
 - C) Paying attention to relationships by making new ones and resolving problems in old ones.
 - D) Avoiding giving up and ignoring problems that need to be addressed.

- 5) Become conscious of positive events in your life by:
- A) Paying attention to positive aspects of the event
 - B) Redirecting yourself back to the positive aspects when your mind wanders to negative thoughts.
 - C) Stopping yourself from thinking about when the positive event will end.
 - D) Stopping yourself from thinking about whether or not you deserve the positive event.
- 6) Reduce emotional suffering by becoming conscious of emotions just as they are:
- A) Do not judge the emotion, try to stop it, or distract yourself from it (judging the emotion simply leads to other upsetting emotions which worsens our distress).
 - B) Simply **observe** your emotion (watch it as you would a cloud passing in the sky) as this will add distance between you and the emotion.
 - C) Remind yourself that you do not have to act on the emotion.
 - D) Remind yourself that emotions pass and of times when you have felt differently.
 - E) Understand that emotional suffering at times in our lives is inevitable; accepting an upsetting emotion for what it is (versus fighting it) tends to decrease the pain and make tolerating the emotion more bearable.
- 7) Changing the way we express an emotion can help regulate our emotional response. Practice:
- A) Acting in a way **opposite** of the emotion being felt, and changing body language and facial expression to match (do something nice for someone you are angry at; approach what you are afraid of, get active when depressed); this is not the same thing as denying or suppressing your emotion. Rather, behaviors communicate to our brain and lead to a gradual change in emotion. The idea here is to acknowledge the emotion but act the opposite of it at the same time, to eventually generate a new emotion.

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Glossary

- adrenaline:** A hormone secreted by the adrenal glands that stimulates the heart, and increases blood sugar, muscular strength, and endurance. Also called epinephrine.
- amygdala:** A key brain center that coordinates behavioral, neural, immunological, and hormonal responses to environmental threats.
- appreciation:** An active emotional state in which a person has clear perception or recognition of the quality or magnitude of that which he or she is thankful for.
- autonomic nervous system:** The portion of the nervous system that regulates most of the body's involuntary functions.
- bronchioles:** Small air passageways of the lungs.
- central nervous system:** The main information-processing organs of the nervous system, consisting of the brain and spinal cord.
- compassion:** Deep care with understanding.
- cortex:** The outer layers of the brain, used in thinking, problem-solving, goal-setting, planning.
- cortical facilitation:** Enhanced or improved functioning of the cortex of the brain.
- cortical inhibition:** Reduced functioning of the cortex of the brain.
- ganglion:** A specific group of nerve cells.
- hormones:** Chemical messengers that affect local or distant parts of the body, or the body as a whole. (An endocrine secretion)
- immune system:** The system that protects the body from disease by producing antibodies.
- medulla:** The lowest part of the brain, continuous with the spinal cord, containing nerve centers that control breathing, circulation, and other involuntary functions.
- motility:** Movement or contraction of an organ or system, for example the gastrointestinal tract.
- motor system:** Nerves carrying impulses to the muscles.
- nervous system:** The system of cells, tissues, and organs that coordinates and regulates the body's responses to internal and external stimuli. In vertebrates, the nervous system is made up of the brain and spinal cord, nerves, ganglia, and nerve centers in receptor and effector organs. (Simple definition: a sensory and control apparatus consisting of a network of nerve cells)
- parasympathetic nervous system:** The branch of the autonomic nervous system that generally slows or relaxes bodily functions.
- secrete:** To form and release a substance, as a gland forms and releases hormones.
- sensory:** Connected with receiving input from our senses of smell, taste, sight, hearing, and touch. (E.G.: a nerve fiber or impulse originating outside and passing toward the central nervous system)
- stress:** Pressure, strain, or a sense of inner turmoil resulting from our perceptions and reactions to events or conditions.
- suppression:** The stopping or lessening of the activity or function of a bodily organ or system.
- sympathetic nervous system:** The branch of the autonomic nervous system that generally speeds up bodily functions, preparing us for mobilization and action.
- synchronize:** To move or occur at the same time or rate. (*sync: In synchronization with, or in harmony with.*)
- thalamus:** The part of the brain to which run all the nerves that give rise to conscious sensation. (pp.
- vagus nerves:** Nerves that carry signals between the brain and the heart, lungs, esophagus, and most of the abdominal organs.

The Five Steps of
The
Pause Button
Technique



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The Five Steps of The Pause Button Technique

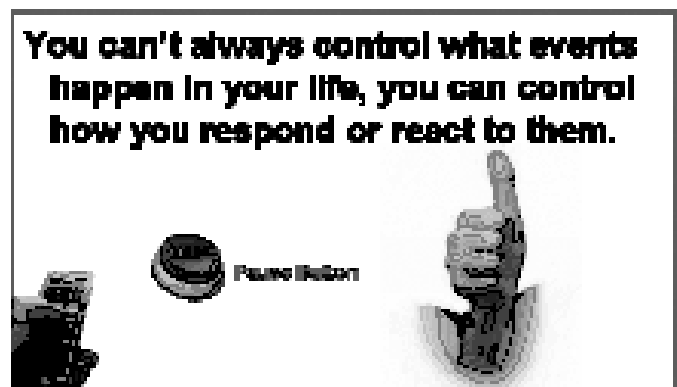
1. Acknowledge

Recognize that you are feeling stress and take some timeout so that you can put your thoughts and feelings on hold.

2. Avert

Shift your focus to the area of your heart—now breathe as if your breath is flowing in through the center of your chest and out through your stomach area.

Practice breathing this way to ease into the technique. Take 4 to 5 seconds on the in-breath and 4 to 5 seconds on the out-breath. Breathe quietly and naturally.



Continue this breathing as you do the rest of the steps.

3. Activate

Make a sincere effort to activate a positive feeling.

This can be a genuine feeling of appreciation or care for someone, some place, or something in your life. It's important to *really feel the feeling* and not to just think about it.

4. Ask

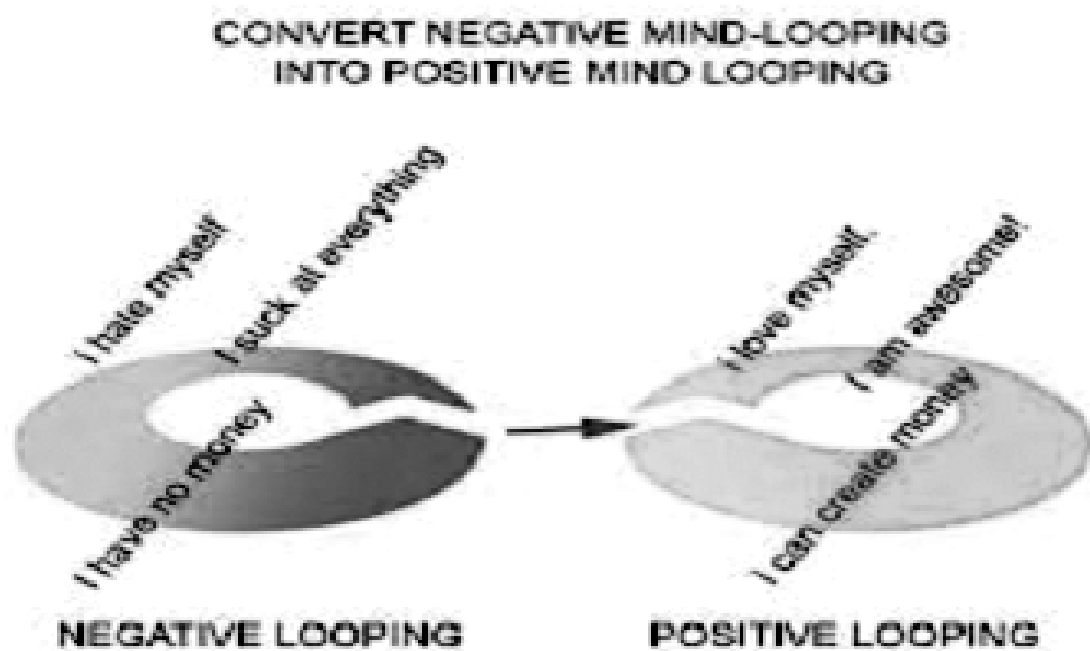
Ask yourself what would be a better way to handle this situation or what action would reduce your stress.

Try to select a less stressful perspective, even if you can't feel it yet. Utilise some of the ideas Dr Hartley suggests in the seminar.

5. Assess

Notice any change in the way you think and feel about the situation.

Try to remember any new thoughts and feelings for as long as you can, or use the worksheet on the next page.



*Don't be
Discouraged*

Worksheet

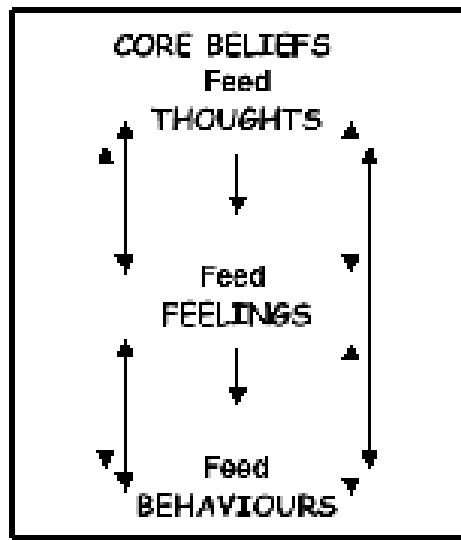
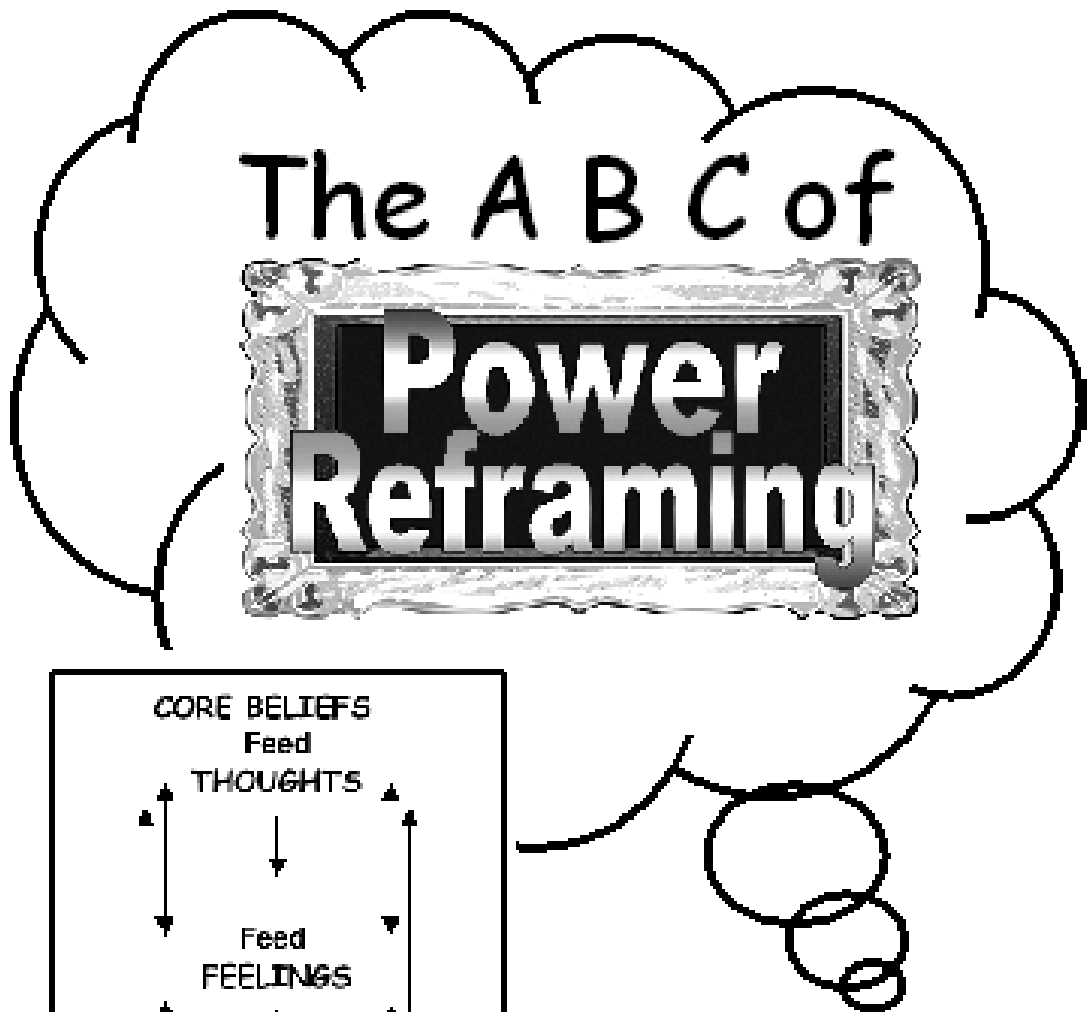
Pause Button Technique

Acknowledge what the stress is.

In a few words describe your thoughts and feelings about a stressful situation in the space below.

Go through **The Pause Button Technique** Steps 2, 3, 4, and 5.

Write down any ideas that you may have about a better way to handle this situation, or an action or attitude that would reduce your stress.



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HOW DO YOU CHANGE YOUR FEELINGS?
Emotions are your barometer, so the type and intensity of your feelings, and whether they are positive or negative, is a precursor to how low or high your stress levels are.

- Rate these feelings out of 10 to get a reality check. Ten being the most intense feelings you might have.
- Take a couple of deep, slow, even breaths to calm the adrenaline surge and help slow the down your thinking - count 3 or 4 on your in-breath and 3 or 4 on your out-breath for a few minutes, this will calm you down.
- Identify your thoughts (does not have to be word-for-word but can be a thought pattern) and write them down to help get them out of your mind and be able to look at them more objectively (see the recording sheet to help you do this process)
- Assess the thoughts you have identified to see if they are rational or irrational.
- Now start challenging the irrational thoughts and replace them with more rational types of thinking. (Refer to the examples Dr Hartley gives in the seminar).
- Start to focus on the solution not the problem, look at the half full measure not the half empty one.
- As you change the focus of your thinking then you will effectively deal with the emotions that your thoughts are feeding. This means that your behaviours will also change and you will have more control over them.
- Once you are back in control emotionally, spend some time working out the underlying belief(s) that were driving your thoughts and feelings.
- Remember that just like any other habit, thinking habits take time to change so be patient and persevere. If you identify a number of irrational beliefs that are underlying your thinking, start working on them one at a time. Thinking has a ripple effect so this will help to modify other irrational beliefs.
- This change process will effectively help to re-program the brain, because when you stop using an old habit (the 'use it or lose it' principle) the new habit strengthens and takes over. This new habit then becomes your new automatic behaviour.
- Remember that old habits are never totally eradicated, some of that program remains in the brain but will not become active again unless you use it.

Worksheet

To **identify** your thoughts and beliefs

Activating Event Ⓐ What happened?	Belief Ⓑ What were you thinking?	Consequence Ⓒ How did you feel & behave?

ASK YOURSELF THESE QUESTIONS:

- Do my thoughts in 'B' make sense and sound realistic and rational?
- What sort of feelings and behaviours did I have?
- Were they healthy or unhealthy?

If the consequences were negative then complete the next worksheet to change the outcome to a positive one.

Worksheet

To **change** your thoughts and beliefs

Activating Event Ⓐ You can't change the event	Changed Belief Ⓑ What are your new thoughts?	Outcome: Consequence Ⓒ How did this change your feelings & behaviours?

CHECK THIS OUT

- Your thoughts & beliefs in 'B' need to make sense and sound realistic or rational
- Notice how your feelings and behaviours have changed
- Remember, it's not 'A' the event that causes the consequences, it's the 'B' in the middle - what you believe and think is what you feel, and that determines how you behave!