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# Member Prep Pack

Update worksheets, presentation prep, and emotion wheels  
Everything you need to print before your meetings

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## What's inside

### Update Worksheets

Five formats for preparing your monthly update. Your moderator will let you know which one your group uses -- or try a few and find what fits.

### Deep Dive Prep Sheet

The coaching worksheet for presenters. Complete this with your coach before the meeting you're presenting at.

### Emotion Wheels

Visual tools for naming what you're feeling. Useful during updates, presentations, and experience sharing.

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## **Update Worksheets**

Five formats for preparing your monthly update. Try different ones to find what resonates with your group.

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# Best / Worst / Dread / Anticipate

Monthly update worksheet · Complete before each meeting

For each cell: summarize

	Best	Worst	Dread	Anticipate
Business				
Personal				
Family				

**If I were to present today, I would explore...**

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**Core emotions:** Mad · Sad · Scared · Glad · Ashamed · Hurt · Lonely · Guilty · Anxious · Hopeful · Relieved · Proud

*What are you tempted to leave out? That's often the thing worth saying.*

# Gives and Takes Energy

Monthly update worksheet · Start with headlines, then map what energizes and drains you

## HEADLINES

*The news you want to tell everyone*

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

	Goals	Concerns	Feelings
Business			
Personal			
Family			

**What gives you energy?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**What takes your energy?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I need the forum's help with:**

\_\_\_\_\_

\_\_\_\_\_

# MITy-WISE

Monthly update worksheet · Most Important Things — Why, Impact, Significance, Emotions

Reflect on the last 30 days

	Event, Challenge, or Opportunity	How does it impact me?	What emotion?
Business			
Personal			
Family			

I've been avoiding...

I'm looking forward to...

I'm dreading...

If I were to explore an issue more deeply today, I would look into...

# Value-Based Update

Monthly update worksheet · Ground your update in what matters most

## STEP 1: NAME YOUR CORE VALUES

Examples: love, honesty, family, faith, health, adventure, independence, growth, integrity, creativity.

All values: \_\_\_\_\_

### Top three:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

## STEP 2: MAP VAL

	Best	Worst	Dread	Look Forward
Value 1: _____				
Value 2: _____				
Value 3: _____				

Past 30 days (Best / Worst) · Looking ahead (Dread / Look Forward)

# 5% Reflection Update

Monthly update worksheet · Every time I come to forum, I come to work on myself

## HEALTH SNAPSHOT

Physical \_\_\_\_ Mental \_\_\_\_ Financial \_\_\_\_ Friends / Community \_\_\_\_

*Rate 1-10 for each. Check in with yourself before you check in with the group.*

## PICK TWO ROWS TO DISCUSS

	Feelings	Situation (one sentence)	3 Whys
Work			Why? Why? Why?
Family			Why? Why? Why?
Personal			Why? Why? Why?

One success, accomplishment, or win this past month...

One energy vampire in my life right now...

Something I'm reluctant to talk about...

One goal I want to hold myself to in the coming weeks...

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## Deep Dive Prep

Complete this coaching worksheet with another forum member before the meeting you're presenting at.

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# Deep Dive Prep Sheet

Presentation coaching worksheet · Complete with your coach before the meeting

*The coaching conversation helps you move from 'here's my situation' to 'here's what I'm feeling and what I need.'*

## Topic

*Business, Personal, Family*

## Purpose

*I would like the group's experience with...*

## Boundaries

*Things I WON'T get into:*

## Obstacles

*Things I CAN'T control:*

## Feelings

*What emotions does this evoke?*

## Cause for Feelings

*What's underneath?*

## Communication Starter

*"Tell us about a time you felt \_\_\_\_\_ due to..."*

## PRESENTATION OUTLINE

**Background** *Relevant history*

**Current Situation** *What prompted this*

**Options Considered** *What you've thought about*

**Future Implications** *What's at stake*

## PRESENTATION FLOW

<b>One Word Open</b>	~1 min
<i>Centering. Presenter starts.</i>	
<b>Comm. Starter</b>	~5 min
<i>Coach leads. 30 sec/person.</i>	
<b>Purpose Statement</b>	~1 min
<i>Purpose, boundaries, obstacles.</i>	
<b>Presentation</b>	~15 min
<i>Uninterrupted. Your story.</i>	
<b>Q&amp;A</b>	~15-20 min
<i>Clarifying + opening questions.</i>	
<b>Silence</b>	~3 min
<i>Members reflect and write.</i>	
<b>Experience Sharing</b>	~15 min
<i>3 min/person. First person.</i>	
<b>Presenter Closing</b>	~3 min
<i>What landed? How do you feel?</i>	
<b>One Word Close</b>	~2 min
<i>Start with presenter.</i>	

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**Total: 60-90 min**

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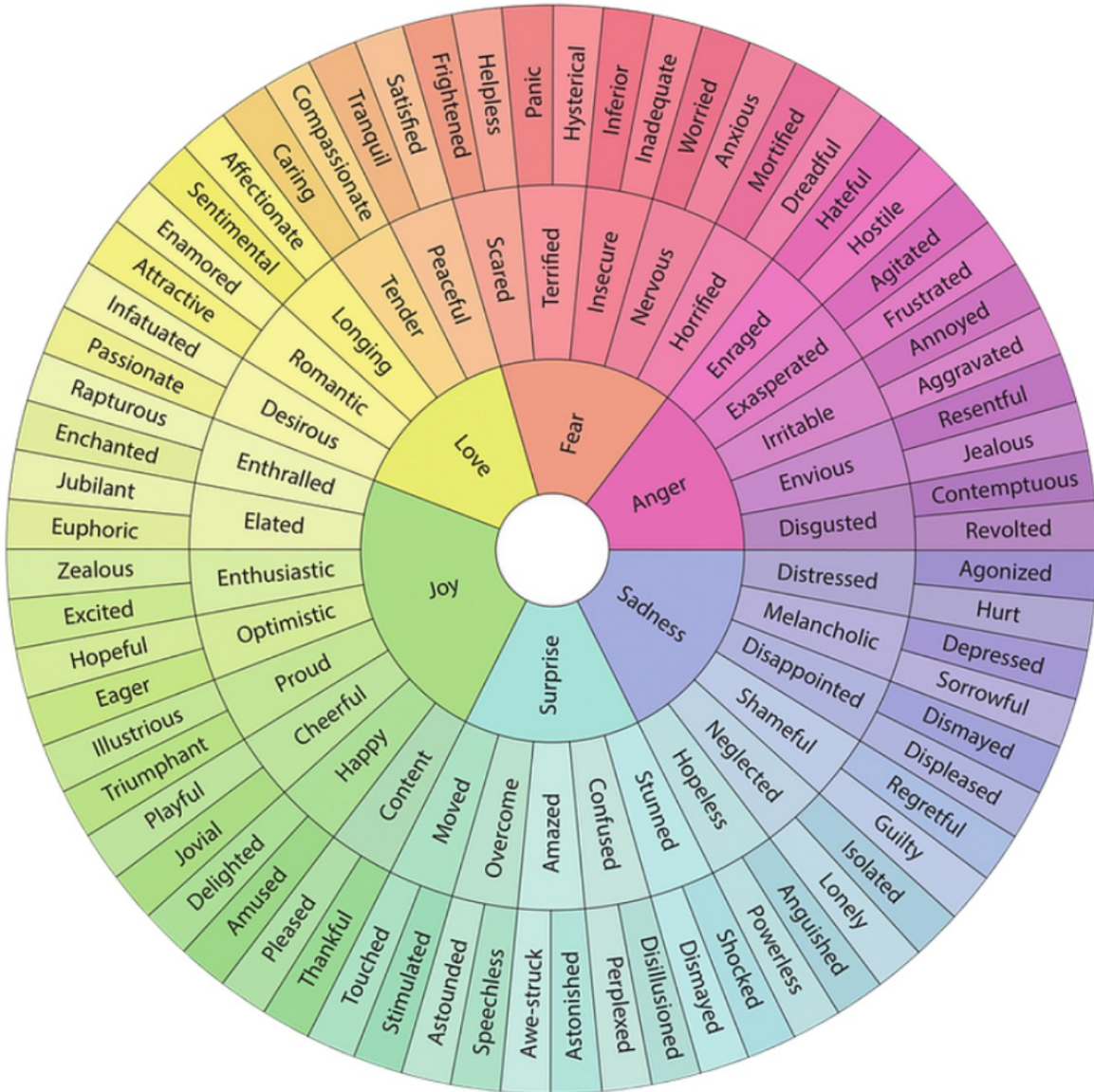
## **Emotion Wheels**

Visual tools for identifying and naming what you're feeling. Keep one handy during meetings.

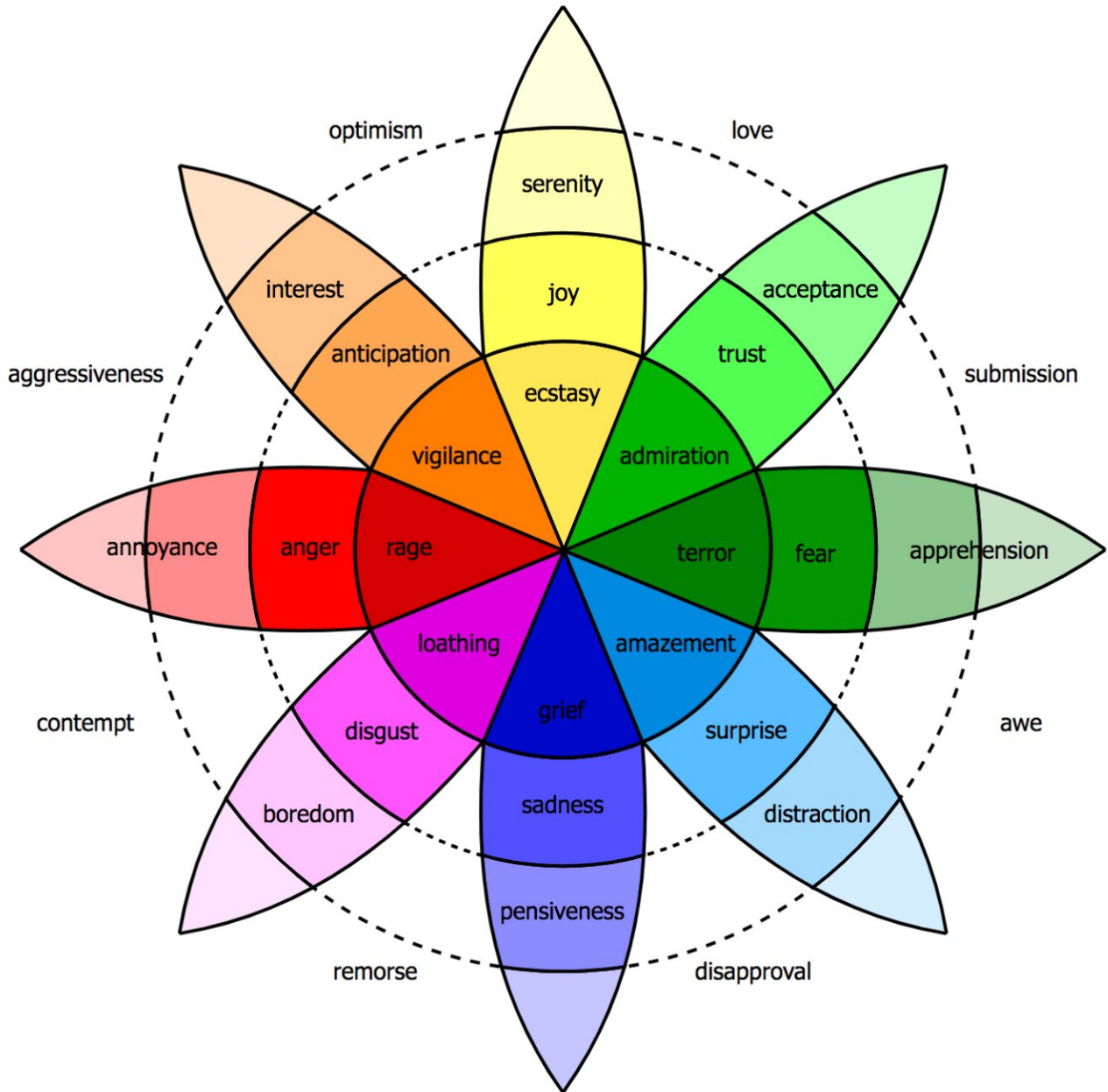
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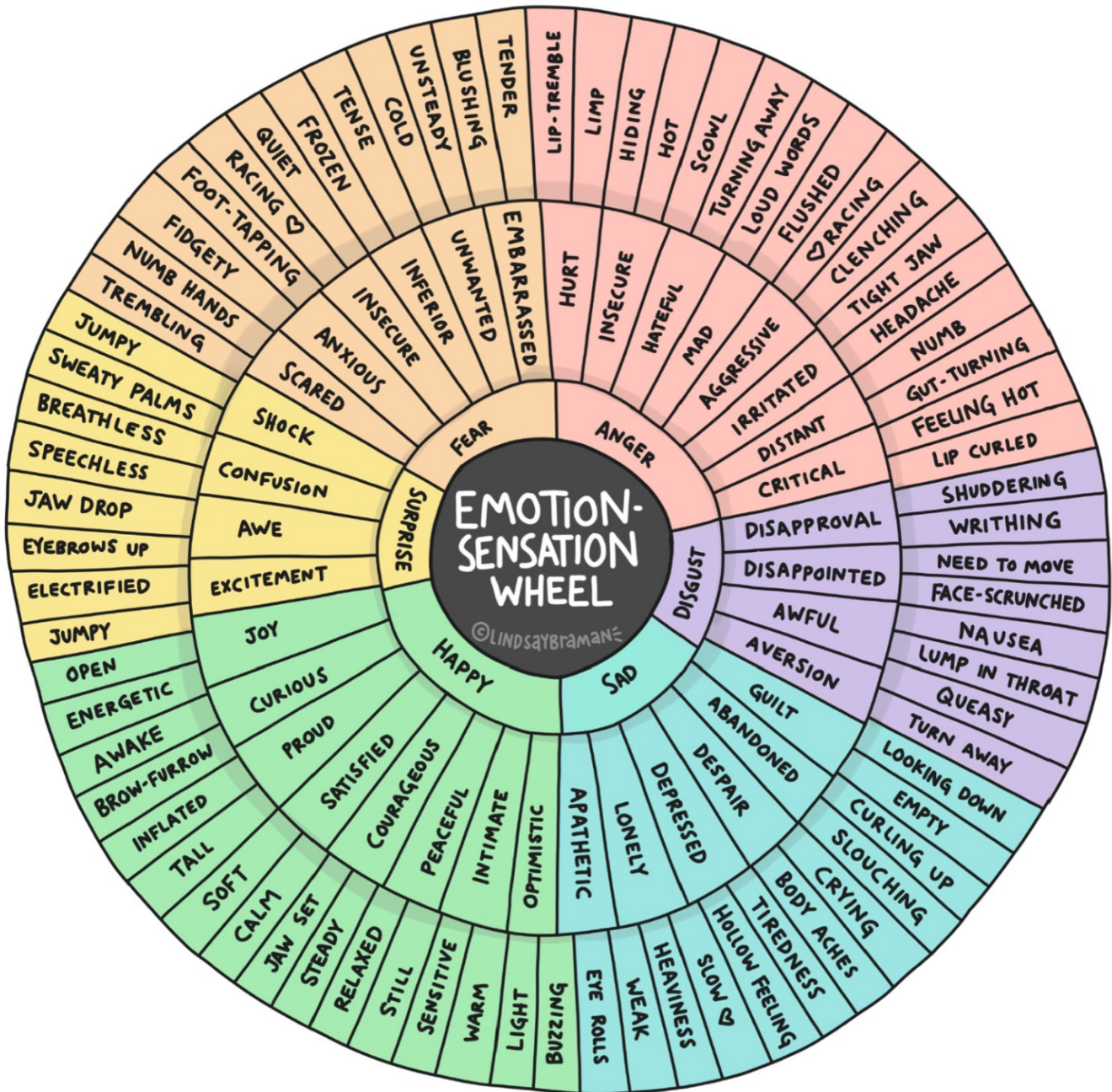
# Feelings Wheel (Gloria Willcox, 1985)



# Plutchik's Wheel of Emotions (1980)

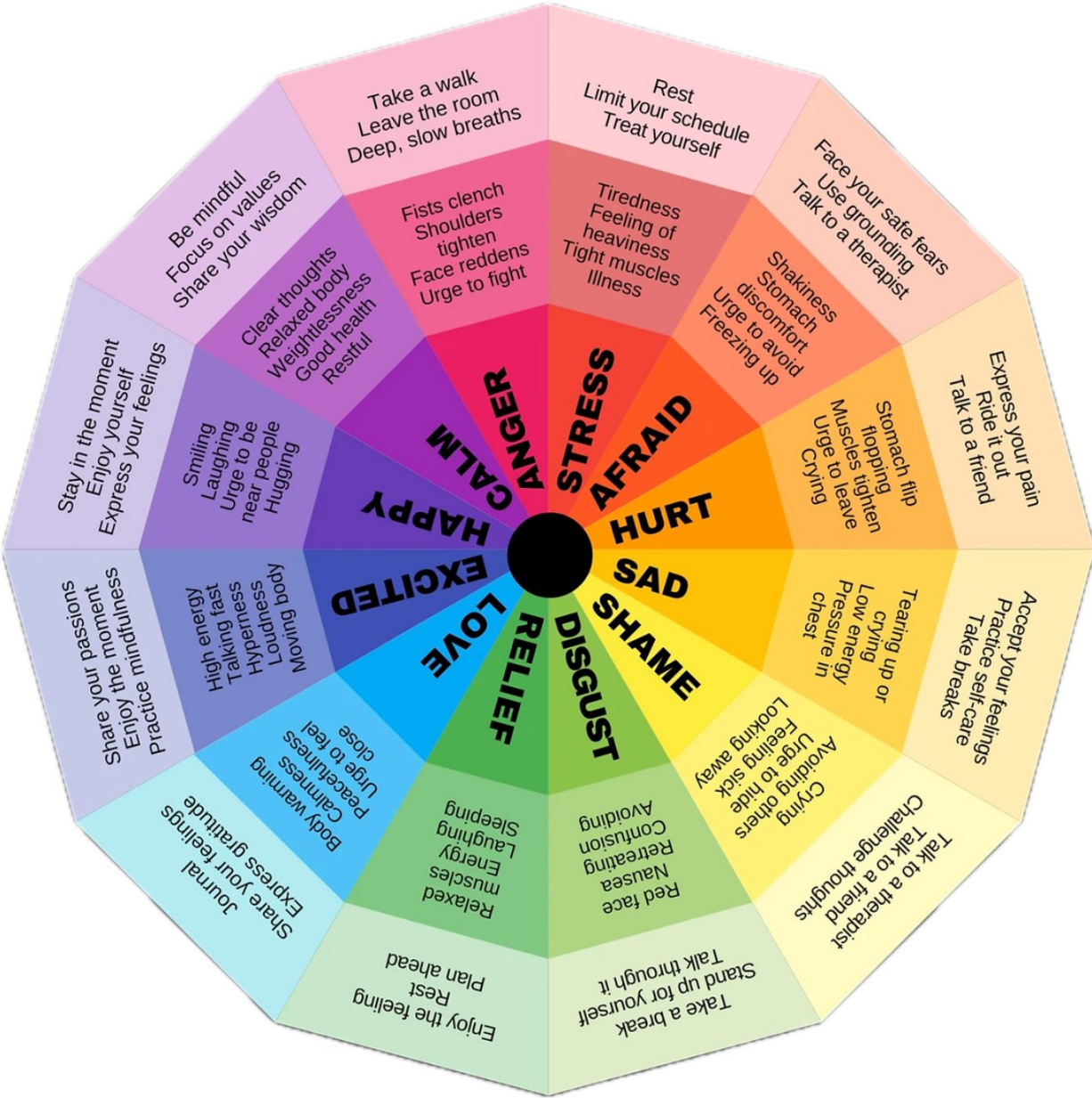


Emotions-Sensations (Lindsay Braham 2019)





# Emotions/Actions



## Emotion List (Eckman/Schutts)

<b>SAD</b>	<b>MAD</b>	<b>GLAD</b>	<b>FEARFUL</b>	<b>DISGUSTED</b>
Bored	Uncomfortable	Content	Cautious	Hesitant
Apathetic	Annoyed	Peaceful	Insecure	Apprehensive
Unhappy	Aggravated	Satisfied	Nervous	Disapproval
Disappointed	Frustrated	Amused	Inadequate	Judgmental
Vulnerable	Criticized/judged	Amusement	Trepidation	Aversion
Ignored	Offended	Glad	Stressed	Repulsed
Inferior	Resentful	Cheerful	Agitation	Loathing
Neglected	Exasperation	Appreciation	Overwhelmed	
Blamed	Mad	Respected	Dismay	<b>SURPRISED</b>
Lonely	Irritated	Trustful	Powerless	Perplexed
Withdrawn	Bitter	Fulfilled	Helpless	Confused
Discouraged	Contempt	Optimistic	Scared	Startled
Worried	Jealous	Enthusiastic	Shocked	Embarrassed
Regret	Envy	Energetic	Threatened	Astonished
Hurt	Aggressive	Joyful	Humiliated	Amazement
Guilty	Hostile	Excited	Frightened	Wonder
Anxious	Outraged	Thrilled	Dread	Dumbfounded
Rejected	Furious	Passion	Panic	Stunned
Shame	Irate	Powerful	Terror	Shock
Miserable	Hateful	Pride	Horror	Perplexed
Depressed	Enraged	Elation		
Heartbroken	Vengeful	Blissful		<b>MISC</b>
Inconsolable		Euphoric		Love
Sorrow				Compassion
Grief				Sympathy
Hopeless				Empathy
Abandoned				Thankful/Grateful
Devastated				Safe
Agony				
Suicidal				