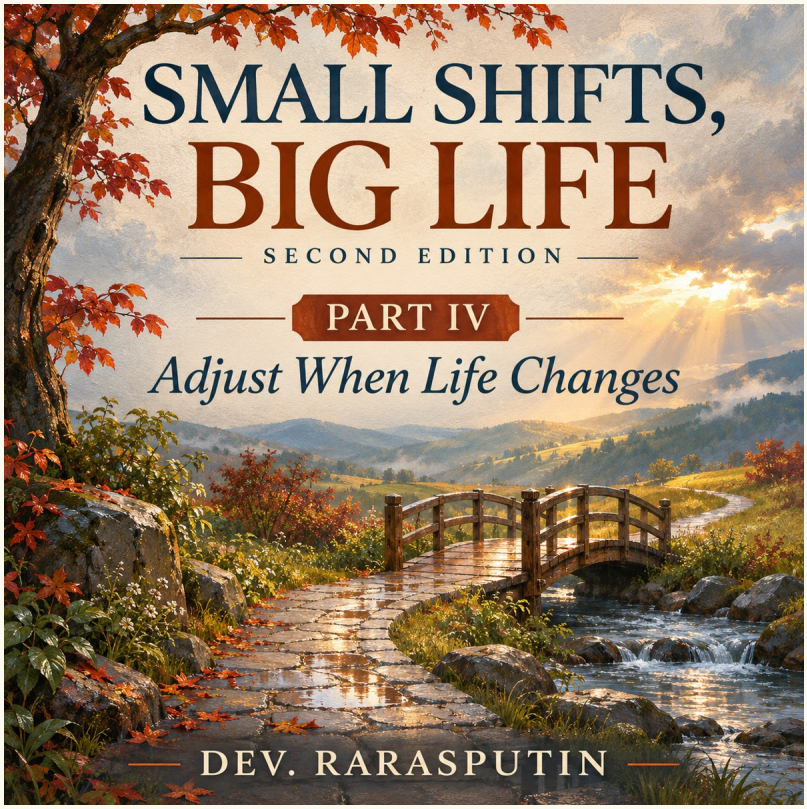
SECOND EDITION / FRESH LESSONS AND EXERCISES

Small Shifts, Big Life

Part IV

Adjust When Life Changes



200 pages / 24 distinct chapters / Everyday examples, small experiments, usable language, review pages, and guided writing space.

READ FIRST

Use the workbook at your pace

The aim is to make small, useful adjustments in the life you actually have. Begin with a concrete need, choose an action that serves it, and review what happens. A change does not need to look impressive or become permanent to be worth trying.

Each chapter occupies eight pages. It includes a lesson, a fictional worked situation, an observation audit, a small experiment, usable language, a crowded-day version, a review, and a transfer exercise. The 200 pages include substantial writing and reflection space; they are not 200 pages of continuous prose.

Read the lesson, choose one relevant practice, and record only what helps. You do not need to complete every box or turn the chapters into a daily checklist. You may write in a separate journal or print selected pages. This PDF is a write-in workbook rather than a fillable form.

The examples are fictional and are not testimonials or reports of measured results. They show possible ways to reason through everyday choices. The exercises are invitations to adapt, not universal rules or promises of a particular outcome.

Start with one chapter that fits a current ordinary situation. Keep immediate responsibilities and relevant specialist advice in view. Reflection should support action, not require endless reconsideration.

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A SMALL PLAN

Choose your starting point

Pick a relevant situation

Choose something ordinary enough to observe: a message, a recurring commitment, a work transition, or a conversation. You do not need to begin with the most complex issue in your life.

Choose a useful question

Use the question at the end of a chapter or write one in your own language. Decide what action or understanding the question should support.

Keep the first experiment small

Name the situation, the practice, a reasonable return or stopping point, and a review question. You can adapt or discontinue a practice that does not fit.

My starting situation, chosen chapter, and first small experiment

CHAPTER 01 / UNDERSTAND

Update the plan when conditions change

A plan is a response to conditions, not a promise that those conditions will remain fixed. Name what changed and which parts still apply. Keep any necessary obligations visible while revising optional details. Starting from the current situation can be more useful than repeatedly comparing it with the day you expected.

A practice to consider

Write the changed condition, the remaining requirement, and one revised action.

A question to keep

Which assumption in the old plan is no longer true?

What makes this chapter relevant, or not relevant, to your current situation?

CHAPTER 01 / FICTIONAL EXAMPLE

Work through an ordinary situation

The situation

Tomas loses access to his usual workspace during repairs. He moves one essential task and postpones optional work instead of reproducing the whole old schedule.

One possible next phrase

The conditions changed; this is the part that still needs doing.

This phrase is an example of usable wording, not proof of what the other person will think or how the situation will end. Adapt its timing, tone, and scope to the actual circumstances.

Reasoning focus

Write the changed condition, the remaining requirement, and one revised action. Keep the chapter question in view: Which assumption in the old plan is no longer true?

What to avoid

Do not use flexibility to conceal an unmet promise that needs an update.

What is known, what is being assumed, and what might happen next?

CHAPTER 01 / NOTICE

Separate observation from explanation

Use one event from the example or your own ordinary situation. Describe the action before explaining it. An observation can be incomplete; mark that limit rather than turning an unknown into a fact.

Situation / action	What I observed	What remains open

Specific question

Which assumption in the old plan is no longer true?

You do not need an explanation for every feeling or response. The record only needs to support the next useful decision. If immediate action is required, act rather than completing a worksheet first.

Which observation matters most for the next step?

CHAPTER 01 / PRACTICE

Design one small experiment

Proposed practice

Write the changed condition, the remaining requirement, and one revised action.

Choose a real situation, an observable action, and a suitable review point. Write what you will try before predicting a benefit. Keep the experiment small enough that you can describe what actually happened.

A simple plan

When this situation occurs, I will try this action. I will stop or return at this point. Afterward I will ask this review question. I will keep any necessary responsibility or agreement in view.

Relevant caution

Do not use flexibility to conceal an unmet promise that needs an update.

Situation / action / return or stopping point / observation to review

CHAPTER 01 / SAY OR WRITE

Put the idea into usable language

You may use the sentence as a private planning note, a question to yourself, or a phrase in a conversation when that fits the chapter. It is a starting point, not a script that must be delivered unchanged.

The conditions changed; this is the part that still needs doing.

Keep the purpose visible

Write the changed condition, the remaining requirement, and one revised action.

Rewrite the phrase so that it remains accurate for your circumstances. Remove any promise you cannot keep. If another person is involved, leave room for a question, a correction, or a different response.

My version, the context where it fits, and a limit I need to keep clear

CHAPTER 01 / ADAPT

Make room on a crowded day

A smaller version should preserve the purpose of the chapter. Choose one question, one practical action, or one clear sentence rather than trying to reproduce a long routine in unsuitable conditions.

The question

Which assumption in the old plan is no longer true?

The available wording

The conditions changed; this is the part that still needs doing.

For a minimal version, identify what must still happen and what can be left out. If the practice would delay a more important action, use the action as the priority and return to reflection only if it remains useful.

Do not reduce away the point

Do not use flexibility to conceal an unmet promise that needs an update.

A minimum useful version and the situation where I would skip it

CHAPTER 01 / LEARN

Review without grading your character

Return to the situation after trying the practice. Write observable details rather than deciding whether you are a good or bad kind of person. A useful review can conclude that the practice needs changing or does not fit.

Four review questions

What did I actually try?
What happened afterward?
What changed, and what stayed the same?
What would I keep, adapt, stop, or ask about next?

Chapter lens

Which assumption in the old plan is no longer true?

Separate your action from another person's response or an event you could not reasonably control. Do not invent a benefit, a failure, or a causal explanation that the observation does not establish.

Observation / interpretation / next decision

CHAPTER 01 / TRANSFER

Carry the useful part forward

The idea in another setting

A plan is a response to conditions, not a promise that those conditions will remain fixed. Name what changed and which parts still apply. Keep any necessary obligations visible while revising optional details. Starting from the current situation can be more useful than repeatedly comparing it with the day you expected.

Choose a second ordinary setting where the underlying question might help. Name what changes about the timing, responsibility, relationship, or consequence. Do not transfer the exact wording if the new situation needs a different response.

One practical anchor

Write the changed condition, the remaining requirement, and one revised action.

Finish with a clear decision: keep this practice for now, adapt it, leave it for later, or stop using it. You do not need to carry every chapter into the next week.

A new context, an appropriate adaptation, and my decision about continuing