

The Boundaries Workbook

**YOUR GUIDE TO DEFINING, SETTING, AND
MAINTAINING HEALTHY BOUNDARIES**

By Rosie in a New Light

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Welcome

Welcome to Your Boundaries Workbook!

Congratulations on taking this massive step towards creating healthier, more fulfilling relationships with yourself. This workbook is a tool designed to help you discover, define, and establish strong personal boundaries. Whether you're new to the concept of boundaries or you've been navigating them for a while, this workbook will guide you through the process of understanding your needs, respecting your space, and learning how to communicate your limits with confidence.

What's Inside:

In this workbook, you'll find a combination of educational sections, reflective exercises, and practical tools designed to support you in setting and maintaining healthy boundaries. Each section will help you:

- Understand what boundaries are and why they're essential for emotional and physical health.
- Identify your own boundaries by recognizing where you might be overstepping or allowing others to overstep.
- Practice setting boundaries with specific, actionable steps and scenarios.
- Reflect and make adjustments to your perspective as you grow and shift your understanding of healthy boundaries.

How to Use This Workbook:

This workbook is designed to be flexible, allowing you to go at your own pace. You can complete the exercises in one sitting or break them up over time, depending on your schedule and what feels right for you. You are also welcome to repeat the exercises as often as you would like.

Take your time with each section. Some exercises may bring up strong emotions or new insights -this is normal and part of the process. Be gentle with yourself and allow yourself to learn and grow as you move through each exercise.

Remember, this is your personal journey, and there is no right or wrong way to go through this workbook. The goal is to get clearer on your boundaries, practice asserting them, and ultimately create healthier, more balanced relationships with yourself and others.

I'm so glad you're here, and I'm excited for you to begin this empowering journey of self-discovery and self-care. Your boundaries matter, and by working through this workbook, you are taking a significant step towards living a more intentional and fulfilled life.

Susie

Rosie in a New Light



Introduction

This guide is designed to help you explore, understand, and set healthy boundaries in your life. Boundaries are a vital part of self-care and personal well-being. They allow you to protect your emotional, physical, and mental space, ensuring that you can show up as your best self in all areas of your life. Yet, for many of us, setting boundaries doesn't come easily. Whether it's due to past experiences, a desire to please others, or a lack of awareness, we often struggle to identify and enforce the boundaries that are necessary for our growth.

In this workbook, you'll begin a journey of self-discovery, learning what healthy boundaries look like and how to assert them with confidence.

You'll explore different types of boundaries - emotional, physical, mental, and even digital - and learn how they apply to your everyday life. Through educational sections, interactive exercises, and actionable steps, you'll gain the tools you need to protect your energy, nurture your well-being, and enjoy healthier relationships.

Each section is designed to build on the last, helping you reflect on your current boundaries, understand where they may be lacking, and create practical steps for improvement. From fill-in-the-blank exercises to scenario-based reflections and script practice, this workbook will give you the tools and structure needed to create lasting change.

As you move through the workbook, be kind to yourself. Setting boundaries is a skill that takes time and practice. There will be moments of discomfort as you challenge old patterns and push yourself beyond familiar limits, but remember, this is part of the growth process. You're not just learning to set boundaries with others - you're learning to set boundaries with yourself, to honor your needs, and to protect your energy.

By the end of this workbook, you'll have a better understanding of what healthy boundaries look like for you, a clearer sense of how to communicate them, and the confidence to enforce them. You'll also have the tools to continue your growth and practice beyond this workbook, as boundaries are an ongoing, evolving part of life.

Let's get started, and remember - this is your journey. You have the power to create the boundaries that will help you thrive.



Workbook Setup

01

SCENARIO BASED REFLECTIONS

In this section, you'll be prompted to reflect on a variety of real-life situations where setting boundaries might feel challenging. Each scenario is designed to get you thinking about how you would respond in the moment, and how you could apply healthy boundaries to protect your time, energy, and emotions

What to do:

- Read through each scenario carefully.
- Imagine yourself in that situation. How do you feel? What is at stake?
- Reflect on how you currently respond to similar situations, and consider how you could assert your boundaries in a way that feels empowering and respectful.
- Write your thoughts and responses in the provided space.

02

FILL-IN-THE-BLANKS

The Fill-in-the-Blanks section is designed to help you actively engage with the material and reflect on your personal experiences and boundaries in a simple and structured way. By completing these exercises, you'll have the opportunity to explore your emotions, needs, and reactions while gaining insights into how to set and reinforce your boundaries effectively.

What to do:

- Read each prompt carefully.
- Fill in the blanks with your honest thoughts, feelings, and experiences. There are no right or wrong answers.
- Take your time to reflect on each prompt. You might need to pause and think deeply about how these questions apply to your life.
- Use the space provided to jot down any additional thoughts or realizations that come up while filling in the blanks.

03

SCRIPT EXERCISES

The Script Exercises section is a tool designed to help you practice setting and communicating your boundaries in real-life situations. It's a safe space for you to experiment with different ways of expressing yourself, reinforcing your boundaries, and learning to do so in a clear, confident, and respectful way.

What to do:

- **Read the Scenario:** Each script exercise starts with a situation where you may need to set a boundary. Take a moment to imagine how you might feel in that situation.
- **Write Your Response:** In the space provided, write out how you would respond to the scenario. Practice using language that is clear, direct, and respectful.
- **Be Authentic:** As you write your script, stay true to your needs and feelings. It's important to express yourself in a way that feels genuine, even if that feels difficult at first.
- **Use "I" Statements:** In boundary-setting, it's crucial to speak from your own experience. Phrases like "I feel" or "I need" help you own your experience and reduce defensiveness in the conversation.
- **Revisit and Revise:** Once you've written your response, read it over. Does it feel empowering? If not, revise it until you're comfortable with the language. The goal is to craft a response that is firm but compassionate.
- **Repeat:** Try practicing these scripts out loud in a low-stakes environment (like with a friend or in front of a mirror). The more you practice, the easier it will become to use them in real-life situations.

04

ACTION PLANS

The Action Plans section is where you will create tangible steps to implement and practice the boundaries you've learned about throughout this workbook. While setting boundaries is a powerful and necessary skill, it's also something that requires consistent action and practice. This section will guide you in creating specific, achievable goals that will help you take what you've learned and apply it to real-life situations.

What to do:

- **Reflect on Your Progress:** Before creating your action plan, take a moment to reflect on the boundaries you've been exploring so far. Consider which boundaries feel most relevant to you at this stage in your life and which ones might require the most attention and practice.
- **Set Your Intentions:** For each action plan, write down a clear and specific intention. Your intention could be to practice asserting a particular boundary, responding to certain situations differently, or becoming more aware of when your boundaries are being crossed.
- **Break It Down:** It's important to keep your action steps simple and achievable. Think about how you can break down your intention into manageable actions that you can practice over time. For example, if your goal is to set a boundary with a specific person, your action steps could include:
 - Preparing what you want to say.
 - Identifying a time to have the conversation.
 - Practicing your response in a safe space (e.g., with a friend or in front of a mirror).
- **Set a Time Frame:** While some boundaries are an ongoing practice, setting a specific time frame for each action plan will help you stay focused and motivated. Choose a realistic time frame for each action step (e.g., a week, a month, or a specific situation you're anticipating).
- **Track Your Progress:** After you implement each action, use the check-in section to track your progress. What went well? What challenges did you face? What can you improve for next time?
- This will help you refine your approach and stay accountable.

What are Boundaries?

Boundaries are the personal limits we set to protect our well-being and maintain healthy relationships. They define what we are comfortable with and how we expect others to treat us. Think of boundaries as the space where you end and another person begins.

They help clarify your needs, values, and responsibilities.

Boundaries are not about keeping people out; they're about protecting what's within. When we set healthy boundaries, we create room for more authentic connections, emotional safety, and personal integrity.

Scenario-Based Reflections:

Scenario: A coworker repeatedly asks you to help with tasks, even though you have your own workload.

Reflection: How does this make you feel? What would be a respectful way to set a boundary without feeling guilty?

Fill-in-the-Blanks

My Current Boundaries

"One boundary I've already set that makes me feel proud is:

What it protects:

Where My Boundaries Need Work

"A situation where I struggle to hold a boundary is:

The reason I find it difficult is:

SCENARIO: SETTING A
BOUNDARY WITH A
FRIEND WHO OFTEN
CANCELS PLANS.

SCRIPT: "I UNDERSTAND
THAT THINGS COME UP,
BUT I VALUE OUR TIME
TOGETHER. GOING
FORWARD, I'D
APPRECIATE IT IF WE
COULD KEEP OUR PLANS
OR RESCHEDULE WITH
MORE NOTICE."

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LAW LIGHT

Why Boundaries Matter

Without boundaries, we can feel overwhelmed, resentful, or invisible. We may struggle with burnout, people-pleasing, or emotional disconnection

Boundaries are essential for preserving your mental and emotional energy, cultivating self-respect and self-worth, maintaining clarity in your relationships, supporting emotional regulation and stability, honoring your time, space, and values

Boundaries are a form of self-care and self-advocacy. They signal to both you and others that your needs are valid.

Scenario-Based Reflections:

Scenario: A friend keeps calling you late at night, interrupting your downtime.

Reflection: How can you set a boundary that maintains your relationship without sacrificing your self-care?

Fill-in-the-Blanks

What Healthy Boundaries Mean to Me

"When I hear the word boundary, I think of:

To me, a healthy boundary looks like:

Messages I Received About Boundaries

"Growing up, I learned that setting boundaries was:

Because of this, I now tend to:

SCENARIO: SAYING "NO"
TO AN OVERTIME
REQUEST AT WORK.

SCRIPT: "I'M UNABLE TO
TAKE ON ADDITIONAL
HOURS RIGHT NOW DUE
TO PERSONAL
COMMITMENTS. I'LL LET
YOU KNOW IF I CAN
ASSIST WITH ANYTHING
ELSE WITHIN MY
CURRENT WORKLOAD."

Fill-in-the-Blanks

Physical vs. Emotional Boundaries

"A physical boundary I'm comfortable enforcing is:

An emotional boundary I'd like to work on is:

Boundary Crossings I've Noticed

Someone crossed my boundary when they:

The feeling that came up for me was:

Historically Speaking

Have there been any times where I've struggled to enforce one specific boundary?

How can I be aware of this and enforce my boundary moving forward?

Types of Boundaries

Physical Boundaries - Relate to personal space, physical touch, and physical needs.

Example: "I don't feel comfortable hugging people I don't know well."

Emotional Boundaries – Involve separating your feelings from others and protecting your emotional well-being.

Example: "I'm not available to take on your responsibilities."

Fill-in-the-Blanks

How I Know a Boundary is Needed

"A recent moment when I felt resentful or uncomfortable was:

What that might be telling me is:

The Fear of Setting Boundaries

"One fear I have about setting boundaries is:

If I honored this boundary anyway, I might feel:

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Types of Boundaries (con't)

Mental Boundaries – Relate to your thoughts, opinions, and beliefs.

Example: “I respect your view, but I don’t agree.”

Time Boundaries – Concern how you manage and protect your time.

Example: “I’m only available between 9 a.m. and 5 p.m. for work-related tasks.”

Scenario and Script

Scenario: Setting a boundary with a coworker who asks too many personal questions.

Script: “I prefer to keep some things private, but I’m happy to chat about work-related topics anytime.”

Fill-in-the-Blanks

When I Don’t Speak Up

“When I stay silent instead of stating my needs, I often feel:

What I wish I had said or done:

My Boundary Intention

“A boundary I’m ready to set is:

I want to set it because:

One small step I can take today:

Types of Boundaries (con't)

Material Boundaries – Deal with possessions and financial resources.

Example: “I’m not comfortable lending my car.”

Digital Boundaries – Address how you interact with others online and your digital presence.

Example: “I don’t reply to messages after 8 p.m.”

Scenario and Script

Scenario: Saying “no” to an overtime request at work.

Script: “I’m unable to take on additional hours right now due to personal commitments. I’ll let you know if I can assist with anything else within my current workload.”

Fill-in-the-Blanks

Boundaries in Relationships

“In my close relationships, I feel most comfortable when:

A boundary I need to communicate with my partner/friend/family is:

Recognizing Discomfort

“The last time I felt uncomfortable but didn’t speak up, I felt:

Next time, I will try to:

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Scenario and Reflection

Scenario: A family member asks you to attend a social event you're not comfortable with.

Reflection: What is the best way to politely decline without feeling pressure?

Scenario: A partner wants you to change your plans to accommodate theirs at the last minute.

Reflection: How can you assert your needs while being considerate of their feelings?

Fill-in-the-Blanks

My Current Boundaries

"One boundary I've already set that makes me feel proud is:

What it protects:

Where My Boundaries Need Work

"A situation where I struggle to hold a boundary is:

The reason I find it difficult is:

SCENARIO: SETTING A
BOUNDARY WITH A
FRIEND WHO MAKES
"JOKES" THAT ARE
HURTFUL.

SCRIPT: "I
UNDERSTAND THAT
YOUR INTENTION IS
TO BE FUNNY, BUT
WHAT YOU SAID WAS
HURTFUL AND I'D
APPRECIATE IF YOU
WERE MORE
CONSIDERATE WITH
YOUR WORDS
MOVING FORWARD."

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Action Plan

Action Plan 1: Defining Personal Boundaries

Goal: Get clear on what your personal boundaries are across different areas of your life (work, relationships, self-care, etc.).

STEP 1: LIST 3-5 AREAS IN YOUR LIFE WHERE YOU FEEL YOU NEED STRONGER BOUNDARIES (EX., WORK, FRIENDSHIPS, FAMILY, PERSONAL TIME).

STEP 2: FOR EACH AREA, WRITE DOWN WHAT HEALTHY BOUNDARIES MIGHT LOOK LIKE FOR YOU. (EX., "I WILL NOT ANSWER WORK EMAILS OUTSIDE OF OFFICE HOURS.")

STEP 3: REFLECT ON WHY THESE BOUNDARIES ARE IMPORTANT FOR YOUR WELL-BEING AND SUCCESS.

STEP 4: CHOOSE ONE BOUNDARY TO START PRACTICING THIS WEEK.

STEP 5: COMMIT TO ENFORCING THAT BOUNDARY AND WRITE DOWN HOW YOU WILL ASSERT IT WHEN NECESSARY.

Action Plan

Notes and Follow Up Questions

Keep Practicing and Track Your Progress

- HOW DID IT FEEL TO DEFINE YOUR BOUNDARIES?

- DID YOU ENCOUNTER ANY RESISTANCE, EITHER FROM YOURSELF OR OTHERS?

- WHAT IMPACT DID SETTING THIS BOUNDARY HAVE ON YOUR OVERALL WELL-BEING?

OTHER NOTES:

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Fill-in the Blanks

Scenario: A colleague constantly interrupts you during meetings.

Reflection: How can you assert your right to speak up without being confrontational?

Scenario: Someone keeps borrowing your belongings without asking, and it's starting to annoy you.

Reflection: How can you set a firm boundary about personal possessions in a kind yet clear way?

Protecting My Energy

"One way I can protect my emotional energy today is:

" I might need to say 'no' to:

SCENARIO: DECLINING
AN INVITATION TO AN
EVENT YOU DON'T
WANT TO ATTEND.

The Role of Self-Care in Boundaries

"A self-care practice that helps me establish better boundaries is:

When I don't take care of myself, I tend to:

SCRIPT: "THANKS
FOR THINKING OF ME,
BUT I WON'T BE ABLE
TO MAKE IT THIS
TIME. I HOPE YOU
HAVE A GREAT TIME!"

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Fill-in-the-Blanks

Scenario: A family member criticizes your lifestyle choices, making you uncomfortable.

Reflection: What is a calm and assertive way to protect your emotional boundaries in this situation?

Scenario: You're asked to take on a responsibility at work that feels overwhelming.

Reflection: How can you evaluate your current workload and communicate your limits effectively?



Fill-in-the-Blanks

Scenario: A friend keeps venting to you about their problems, but it's emotionally draining.

Reflection: What boundary can you set to protect your energy while being supportive?

Scenario: Your boss wants you to work overtime, but you have plans with your family.

Reflection: How can you negotiate this request to honor both your work and personal life?

Scenario and Script

Scenario: Refusing an unsolicited favor request from a friend.

Script: "I'm flattered you asked, but I'm unable to help right now. Maybe we can find another way to make it work."

Scenario: Assertively addressing an interrupted conversation at work.

Script: "I'd appreciate it if we could finish this discussion before moving on to other topics. I want to make sure I'm heard and we can resolve this properly."

Scenario: Asking for personal space from a family member who is overstepping.

Script: "I need a little space right now. Let's chat later when I'm feeling more ready to engage."

Scenario: Asking for clear communication from a coworker.

Script: "Can we establish a clearer timeline for this project? I need to know what's expected of me and when to manage my workload better."

Scenario: Saying "no" to a friend who constantly borrows your belongings.

Script: "I've realized I need to set boundaries around lending my things. I'm not able to lend [item] anymore, but I hope you understand."



Fill-in-the-Blanks

Saying “No” with Confidence

“A situation where I find it hardest to say ‘no’ is:

A confident way I can say ‘no’ in that situation is:

The Impact of Boundaries on My Well-Being

“When I don’t honor my boundaries, I feel:

When I do honor them, I feel:

What Boundaries Are Not

“I used to think boundaries meant:

Now I realize that boundaries are really about:

Additional Thoughts:

Myths About Boundaries

Myth: Boundaries are selfish.

Truth: Boundaries are an act of self-respect and allow you to show up authentically.

Myth: Setting boundaries pushes people away.

Truth: Boundaries allow you to have healthy, sustainable relationships.

Scenario and Script

Scenario: Setting boundaries with a family member who tries to make decisions for you.

Script: “I appreciate your input, but I’m the one who needs to make this decision for myself. Let me think about it, and I’ll let you know what I decide.”

Fill-in-the-Blanks

Cultural Expectations and Boundaries

“A cultural or societal message I’ve received about boundaries is:

This has influenced me to:

Family and Boundaries

“In my family, boundaries were often:

I want to change that by:

Action Plan

Action Plan 2: Saying No with Confidence

Goal: Practice saying “no” with confidence in low-stakes situations to build your ability for more challenging ones.

STEP 1: IDENTIFY ONE UPCOMING SITUATION WHERE YOU COULD PRACTICE SAYING NO (EX., DECLINING AN INVITATION, SAYING NO TO A FAVOR, ETC.).

STEP 2: PLAN HOW YOU WILL SAY NO, USING A DIRECT AND POLITE STATEMENT (EX., “I WON’T BE ABLE TO ATTEND, BUT THANK YOU FOR THINKING OF ME.”).

STEP 3: FOLLOW THROUGH AND SAY NO WITHOUT OVER-EXPLAINING OR APOLOGIZING EXCESSIVELY.

STEP 4: REFLECT ON HOW YOU FELT DURING AND AFTER SAYING NO. WRITE DOWN ANY THOUGHTS OR FEELINGS THAT CAME UP.

Handwriting practice lines with the brand name 'rosie' and the tagline 'IN A NEW LIGHT' in the bottom right corner.

Action Plan

Notes and Follow Up Questions

Keep Practicing and Track Your Progress

- HOW DID YOU FEEL AFTER SAYING NO?

- DID YOU FEEL ANY GUILT OR RESISTANCE? IF SO, HOW DID YOU MANAGE IT?

- WHAT WOULD YOU DO DIFFERENTLY NEXT TIME?

OTHER NOTES:

BEFORE YOU GO

As you close this workbook, know that this is not the end of your journey - it's only the beginning. Boundaries are not a one-time lesson, but a lifelong practice of self-respect, honesty, and care.

You can revisit any of the prompts, exercises, or scenarios as often as you need to. Growth isn't linear, and each time you return to a page, you may discover something new about yourself. That's the beauty of inner work - it deepens over time.

For continued support and deeper reflection, keep an eye on the blog at Rosie in a New Light where I regularly share boundary-related content, personal insights, and gentle reminders that you are worthy of being heard, seen, and honored.

If you haven't yet, be sure to subscribe to the Rosie Reflections newsletter to stay in touch, get bi-weekly reflections sent right to your inbox, and receive insights that didn't make it to the blog. Also tune in to the Rosie in a New Light Podcast!

If you'd be interested in coaching, or have questions - send an email to rosiethblog@gmail.com

Thank you for showing up for yourself and having the courage to change. I'm so grateful you chose this path, and even more grateful that you let me be a part of it.

Good luck, and from the bottom of my heart -
Thank you.

With love,
Susie
Rosie in a New Light



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