

# Three Questions to Ask Yourself Before Saying Yes

..... from 18 Minutes: Find Your Focus, Master Distraction, and Get the Right Things Done (adapted and modified by Amy Fox)

In his book, “18 Minutes: Find Your Focus, Master Distraction, and Get the Right Things Done”, Peter Bregman offers a simple solution that can be applied to our most complex problems.

Before accepting any new commitment, Bergman says to ask yourself three simple questions:

1. Am I the right person?
2. Is this the right time?
3. Do I have enough information?

And, if the answer to any of those questions is no, then don't do it.

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## DISCUSSION QUESTIONS & PROMPTS

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### OPENING CLASS

“Resist the temptation to say yes too often.”  
– unknown

Everyone and everything in our life wants a yes from us.

Notice what you are consciously or unconsciously saying yes to in this moment.

What if the most powerful word, the one that increases both our productivity and success, was not the word yes, but the word no?

What do you need to say no to today in order to create more space and freedom in practice and life?

### DURING CLASS

Yes is like a flashlight. What we say yes to is where that light shines– it’s what takes up space in our lives.

What are you saying yes to right now?

Saying no is about prioritizing our own needs and well-being, and maintaining autonomy over our time and energy. When we say no to things that don’t align with our goals, values or interests, we create space for activities and relationships that are truly meaningful and fulfilling.

What can you say no to right now?

### CLOSING CLASS

In a world full of yes’ and one that wants you to be a yes to everything, may you find your no’s and create space and freedom for the life you want to live.

### EXTRAS

In his book, “The Power of No,” James Altucher says that a great exercise to practice saying no is what’s known as the “alien technique”: When you wake up in the morning imagine that you’re inhabiting this human body for just 24hrs. Focus on the physical, emotional, spiritual and mental aspects of the body, and make decisions based on the idea that everything you’re doing is to keep your host body alive. Every choice you make, every yes, and every no, will significantly affect the person’s physical, emotional, spiritual and mental wellbeing. Notice how you choose to live your life that day, and what you decide to say yes to.