

THE REFRAME PRESS / FIELD EDITION NO. 001

# The second draft.

KEEP THE TRUTH. LOSE THE OVERREACH.

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A practical field manual for statements that deserve  
better evidence, kinder precision and firmer backbone.  
40 annotated editions / 15 principles / 12 prompts  
plus three printable practice sheets.

**SAHIL TAYAL**

A publication in the Sahilverse

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## A NOTE FROM THE EDITOR

# Your first sentence can be real and still be too large.

This field manual is for people who want to speak accurately without pretending pain is imaginary or that injustice is a misunderstanding.

A sweeping sentence can be attractive because it is quick. Everyone ignores me. This place is hopeless. I will never get better. Often something important stands behind it: frustration, repeated experience, a broken expectation, or a real structural problem. The editorial mistake is not feeling strongly. It is asking a single sentence to establish more than the evidence can support.

The Reframe Press works with a simple distinction: the feeling, the observation, the interpretation, and the requested change are four different things. They may all matter. They do not have identical kinds of evidence.

This is not a manual for becoming agreeable. A sentence such as “The promised payment did not arrive by the agreed date” may need no softening. In fact, it is more powerful than “They are all crooks,” because it supplies an event, a standard, and a question that can be answered.

Use these pages like a working notebook. Read an example, try your own, keep what is true, and reject anything that feels polished but less accurate. A good reframe is not necessarily upbeat, emotionally neutral, or socially convenient. It is a statement whose reach fits its reasons.

**EDITOR'S NOTE**

The goal is not a nicer story.  
The goal is a sentence you can defend and revise.

## Four distinctions worth keeping

Observation. What happened in principle could be checked: a message arrived, a deadline passed, a rule was applied.

Interpretation. What you infer from those observations: why someone acted, whether a pattern will continue, what it reveals.

Impact. What the event cost: money, trust, time, opportunity, dignity, connection, safety.

Request. What could be clarified, repaired, documented or changed. A request need not be made in every case.

## THE METHOD

# Six passes through the press

Work through these passes in order or revisit one. You are the editor; no algorithm can settle your lived context.

## 01 / Set the original type

Write the sentence as it actually appears. Do not censor the first draft before you can examine it.

At the press: "Nobody at work respects my time."

## 02 / Circle the stretch

Mark words or jumps that may carry too much weight: always, never, everyone, a guessed motive, a single cause, a permanent identity label.

At the press: "Nobody" and "respects" both need a closer look.

## 03 / Seek a real exception

Find a genuine counterexample or important missing context. Do not invent a comforting one. It may be that no significant exception exists.

At the press: Most meetings end on time; last-minute requests are the recurring problem.

## 04 / Protect the kernel

Keep the valid concern intact, even if it is a serious accusation or painful feeling.

At the press: Three urgent requests arrived after the end of scheduled work hours.

## 05 / Narrow, then strengthen

Say who, what, when, where, how often, with what impact, and with what level of confidence.

At the press: "This month my manager sent three requests after 10 pm that expected same-night answers. I want an agreed escalation policy."

## 06 / Try to falsify the proof

Ask which observation would weaken your claim. If the revision cannot survive an ordinary check, rewrite it again.

At the press: Check the messages and existing emergency policy before making a public allegation.

## THE EDITORIAL RULES

# Fifteen principles for difficult sentences

Five about precision, five about care, five about backbone. They belong together; none is a command to be polite at the expense of truth.

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## PRECISION

### 01. Put a boundary around “all.”

Specify people, setting and time instead of implying universal coverage.

### 02. Count only what you know.

Do not use invented numbers to make a complaint sound scientific.

### 03. Separate what you saw from your story.

The observable action and the motive attributed to it are distinct claims.

### 04. Name the comparison.

“Better” needs a criterion: security, quality, freedom, cost, meaning or some other purpose.

### 05. Invite a possible correction.

Know what evidence might change your confidence, even if it has not appeared.

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## CARE

### 06. Protect the emotion.

Feelings are experiences worth acknowledging; they are not automatic proof of someone else's motive.

### 07. Trade fixed labels for actions.

Describe behaviour and its effects when that makes a problem addressable.

### 08. Allow an ordinary alternative.

Delay, distraction and ambiguity sometimes explain what initially looks hostile.

### 09. Ask a question that can receive an answer.

Do not smuggle a guilty verdict into the wording of your question.

**10. Keep honest uncertainty.**

“I do not know why” can be an intellectually brave statement.

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**BACKBONE****11. Do not dilute documented harm.**

Safety hazards, breached commitments and unfair procedures can be named directly.

**12. Identify who bore the cost.**

Make the concrete consequence visible, including effects on people with fewer options.

**13. Separate intent from impact.**

A costly effect may require remedy even when motive is unclear.

**14. Match certainty to records.**

Different levels of confidence are appropriate to rumours, observations and verified facts.

**15. Make the next question answerable.**

A strong critique can point to evidence, explanation or an accountable action.

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## FORTY ANNOTATED EDITIONS

# The specimen drawer

Every case here is fictional and illustrative. The revised sentence may still be wrong about real circumstances; the lesson is the structure of its claim, not a universal replacement.

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For each specimen, notice four things: the first draft, the revised claim, an exception or uncertainty, and the legitimate concern worth keeping. These are not psychological diagnoses. They are writing choices informed by critical inquiry.

The categories rotate across personal life, people and relationships, and work or institutions. You can use the online press to select any specimen, edit it, print the card, and keep the result locally.

ONLINE WORKSHOP: [reframepress.sahiltayal.online](https://reframepress.sahiltayal.online)

MAIN HOME: [sahiltayal.com](https://sahiltayal.com)

## EDITION 01 / SELF &amp; GROWTH

## A setback is not a lifetime

*BEFORE / I always fail at everything I try.*

*AFTER / I've had several setbacks in this project. I need to examine what isn't working before deciding my next move.*

Exception or uncertainty: I've completed difficult things before, even if this one is going badly.

Preserved truth: I'm frustrated by repeated setbacks, and some parts of my approach need to change.

Editor's note: Keeps the setback; drops the invented lifetime.

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## EDITION 02 / PEOPLE &amp; CONNECTION

## A late reply

*BEFORE / Nobody actually cares about me.*

*AFTER / I haven't heard back from someone important to me in over a week. I feel disconnected and want to ask where we stand.*

Exception or uncertainty: Two friends have checked in this month, even though the person I hoped to hear from has been quiet.

Preserved truth: I feel lonely, and I need more consistent contact than I am getting.

Editor's note: Describes the gap without declaring everyone indifferent.

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## EDITION 03 / WORK &amp; SYSTEMS

## The status claim

*BEFORE / Everyone in this industry only cares about status.*

*AFTER / In the teams I have observed, prestige sometimes seems to outweigh the quality of the work. I want to identify when that happens and whose work gets overlooked.*

Exception or uncertainty: Some colleagues have taken lower-profile roles for craft, service or stability.

Preserved truth: Status signals shape several decisions I have witnessed, sometimes at the cost of useful work.

Editor's note: Still criticises a pattern, without claiming access to all motives.

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## EDITION 04 / SELF &amp; GROWTH

## Routes to success

*BEFORE / There is only one way to succeed.*

*AFTER / For this particular goal, formal qualifications may offer the most reliable route I know. Other worthwhile goals can justify different routes.*

Exception or uncertainty: People pursue different combinations of security, family, craft, autonomy, service and income.

Preserved truth: Some paths demand credentials or resources that other paths do not.

Editor's note: Separates a particular requirement from a universal life rule.

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## EDITION 05 / PEOPLE &amp; CONNECTION

**An argument with a friend**

*BEFORE / You never listen to me.*

**AFTER /** In our last two conversations, you interrupted me several times. I felt unheard, and I would like us both to finish our thoughts.

Exception or uncertainty: Last weekend this friend took time to hear out my concern.

Preserved truth: In the last two conversations, I was interrupted before I could finish.

Editor's note: Specificity makes the request clearer, not weaker.

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## EDITION 06 / WORK &amp; SYSTEMS

**A meeting that excludes**

*BEFORE / This company is completely unfair to everyone.*

**AFTER /** The promotion process this quarter lacked published criteria. That is unfair to the employees being evaluated and should be corrected.

Exception or uncertainty: Some policies are applied consistently, but the promotion process has troubling exceptions.

Preserved truth: The promotion criteria were not shared before decisions were made, and affected employees deserve an explanation.

Editor's note: An accusation can gain force by becoming more exact.

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## EDITION 07 / SELF &amp; GROWTH

## The single bad day

*BEFORE / One mistake proves I am incompetent.*

*AFTER / I made a consequential mistake on this task. I need to repair the impact and improve my checking process; one incident does not settle my competence across all tasks.*

Exception or uncertainty: I handled other parts of the assignment carefully and corrected errors in past work.

Preserved truth: The error caused a real problem that I need to own.

Editor's note: Accountability and self-respect can coexist.

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## EDITION 08 / PEOPLE &amp; CONNECTION

## Assuming intention

*BEFORE / She cancelled because she does not respect my time.*

*AFTER / She cancelled an hour before we were due to meet. That inconvenienced me. I can say so and ask whether we can make firmer plans next time.*

Exception or uncertainty: There may have been an unexpected commitment; I do not know her reason.

Preserved truth: The cancellation was last minute, and it disrupted my plan.

Editor's note: Names the impact while keeping motive uncertain.

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## EDITION 09 / WORK &amp; SYSTEMS

## A new policy

*BEFORE / Remote work destroys collaboration.*

*AFTER /* Since our team shifted to mostly remote work, three handoffs have been missed. We should investigate coordination practices before assuming location is the sole cause.

Exception or uncertainty: Some distributed teams coordinate well, while some colocated teams struggle.

Preserved truth: Our team has missed handoffs since the schedule changed.

Editor's note: Keeps the operational concern; tests the causal story.

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## EDITION 10 / SELF &amp; GROWTH

## Changing your mind

*BEFORE / If I change my opinion, I was never thinking clearly.*

*AFTER /* I want my views to follow the best available evidence. If that evidence changes, revising a judgment may be a sign of care rather than confusion.

Exception or uncertainty: New information can rationally alter a well-considered belief.

Preserved truth: Changing views merely to impress others can leave a person without clear reasons.

Editor's note: A principled revision is not the same as surrender.

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## EDITION 11 / SELF &amp; GROWTH

## A difficult beginning

*BEFORE / If I am not good at this immediately, I have no talent.*

*AFTER / My first three attempts did not meet the brief. I can seek feedback and decide whether the work improves with practice.*

Exception or uncertainty: Early performance often reflects unfamiliarity; I have improved in other skills through practice.

Preserved truth: The early attempts are below the standard I want, and I may need better instruction.

Editor's note: Do not confuse a starting point with a permanent ceiling.

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## EDITION 12 / PEOPLE &amp; CONNECTION

## The awkward silence

*BEFORE / That silence means everyone thought I sounded foolish.*

*AFTER / After my comment, nobody responded before the agenda moved on. I do not know their opinion; I can ask for feedback.*

Exception or uncertainty: Several people were taking notes, and no one stated a judgment.

Preserved truth: I felt exposed when my contribution received no immediate response.

Editor's note: A room's quiet is observable; its inner monologue is not.

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## EDITION 13 / WORK &amp; SYSTEMS

## The missed promotion

*BEFORE / They passed me over because they hate people like me.*

*AFTER / I was not selected, and the criteria were not explained. I want the published standards and an opportunity to review the decision.*

Exception or uncertainty: The criteria and decision rationale have not been provided.

Preserved truth: I have legitimate questions about consistency and possible bias in the process.

Editor's note: You can question fairness without asserting an unproven motive.

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## EDITION 14 / SELF &amp; GROWTH

## One rejected draft

*BEFORE / Nobody will ever read anything I write.*

*AFTER / This piece received little response through the channels I used. I can examine who it was for and how people encountered it.*

Exception or uncertainty: Some earlier pieces were read and discussed, and audience reach depends on distribution as well as writing.

Preserved truth: This draft has not found a readership, which is disappointing.

Editor's note: Low response is information about reception, not a prophecy.

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## EDITION 15 / PEOPLE &amp; CONNECTION

## The missing invitation

*BEFORE / My friends intentionally exclude me.*

*AFTER / I was not invited to the last two gatherings I learned about. I feel hurt and would like to ask how plans are being made.*

Exception or uncertainty: The gathering may have been small or planned without knowing I was available.

Preserved truth: Being left out hurt, and a pattern of exclusion would matter.

Editor's note: Hold onto the relational question; leave motive open.

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## EDITION 16 / WORK &amp; SYSTEMS

## The urgent message

*BEFORE / This manager is always disrespectful of boundaries.*

*AFTER / A work request arrived at 11 pm asking for an answer that night. I need to clarify response expectations outside working hours.*

Exception or uncertainty: Several messages arrived during work hours; an out-of-hours request may have been unusual.

Preserved truth: The late-night request disrupted time I had set aside for rest.

Editor's note: A concrete boundary is easier to negotiate than a total personality verdict.

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## EDITION 17 / SELF &amp; GROWTH

## The career detour

*BEFORE / My non-linear career proves I wasted my twenties.*

*AFTER / My work history includes changes that delayed a particular goal but also developed capabilities I can now name and test.*

Exception or uncertainty: Different roles yielded skills and knowledge; not all value is reflected in a single title.

Preserved truth: Some transitions cost time and created uncertainty about direction.

Editor's note: Neither a tidy résumé nor a messy one measures a whole life.

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## EDITION 18 / WORK &amp; SYSTEMS

## School and grades

*BEFORE / Grades tell you nothing about a learner.*

*AFTER / Grades can indicate performance on specified tasks, but cannot by themselves describe a learner's full capability or circumstances.*

Exception or uncertainty: Certain assessments reveal useful mastery of defined material.

Preserved truth: A grade can miss curiosity, resilience, care and practical judgment.

Editor's note: Opposing bad measurement need not mean opposing measurement.

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## EDITION 19 / PEOPLE &amp; CONNECTION

## The familiar argument

*BEFORE / We can never talk without fighting.*

*AFTER / Our last three discussions about money escalated quickly. I want to change how we approach that subject.*

Exception or uncertainty: Recent conversations about practical topics were calm.

Preserved truth: A recurring disagreement is wearing down trust.

Editor's note: Identify the trigger instead of condemning all communication.

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## EDITION 20 / SELF &amp; GROWTH

## The comparison trap

*BEFORE / Everyone my age is ahead of me.*

*AFTER / I am behind the timeline I set for this qualification. That matters to me, but it does not establish an overall ranking of our lives.*

Exception or uncertainty: There are many dimensions of life, and other people's circumstances are only partially visible.

Preserved truth: I am unhappy with progress on one goal and want to acknowledge that.

Editor's note: A calendar target is not a measure of human worth.

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## EDITION 21 / WORK &amp; SYSTEMS

## The productivity myth

*BEFORE / Long hours always mean valuable work.*

*AFTER / Hours can indicate effort or workload, but outcomes and working conditions need separate measures.*

Exception or uncertainty: Some tasks require little time but large expertise; some extended work yields little value.

Preserved truth: Effort deserves recognition, particularly when invisible to a dashboard.

Editor's note: Do not let one metric impersonate a whole contribution.

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## EDITION 22 / PEOPLE &amp; CONNECTION

## A boundary is questioned

*BEFORE / If someone dislikes my boundary, it must be selfish.*

*AFTER / I cannot take calls after 10 pm. I can communicate that limit respectfully without needing universal approval.*

Exception or uncertainty: A boundary may be necessary even when it inconveniences another person.

Preserved truth: Limits can affect others; explanation and negotiation may still be appropriate.

Editor's note: Other people's discomfort is not itself proof of wrongdoing.

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## EDITION 23 / WORK &amp; SYSTEMS

## The team failure

*BEFORE / One colleague ruined the whole launch.*

*AFTER / The missed handoff contributed to the launch delay; we should also examine planning, workload and review dependencies.*

Exception or uncertainty: Scope changes and review delays also affected delivery.

Preserved truth: That colleague missed a handoff that mattered.

Editor's note: Accountability improves when it includes the system.

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## EDITION 24 / SELF &amp; GROWTH

## Changing course

*BEFORE / Quitting this plan makes me weak.*

*AFTER / After testing this plan against my resources and priorities, I may decide that stopping is a reasoned choice rather than a character flaw.*

Exception or uncertainty: Continuing also has opportunity costs; new evidence can justify revision.

Preserved truth: I made a genuine commitment and do not want to abandon it impulsively.

Editor's note: A changed plan does not retroactively erase sincere effort.

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## EDITION 25 / PEOPLE &amp; CONNECTION

## The brief reply

*BEFORE / That one-word text proves he is angry with me.*

*AFTER / The reply was shorter than usual. I cannot infer the feeling behind it, but I can ask whether something is wrong.*

Exception or uncertainty: He may be busy, distracted or simply brief in writing.

Preserved truth: The tone felt distant, and clarity would help.

Editor's note: A message carries words, not direct access to motive.

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## EDITION 26 / WORK &amp; SYSTEMS

## A flawed institution

*BEFORE / This organisation does nothing good.*

*AFTER / This eligibility rule excludes applicants with relevant experience. It should be reviewed against the programme's stated purpose.*

Exception or uncertainty: Some services remain useful, even while a serious problem persists.

Preserved truth: A documented exclusionary rule deserves criticism and correction.

Editor's note: Concrete criticism can be stronger than a blanket dismissal.

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## EDITION 27 / SELF &amp; GROWTH

## The money sentence

*BEFORE / Without a high salary I will never be successful.*

*AFTER / For the lifestyle and responsibilities I want, I need a more reliable income. It is one important constraint, not my complete definition of success.*

Exception or uncertainty: Security, autonomy, care, meaningful work and relationships are distinct values.

Preserved truth: Income materially affects options and deserves practical attention.

Editor's note: Material reality matters; so does choosing the right measure.

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## EDITION 28 / PEOPLE &amp; CONNECTION

## The broken promise

*BEFORE / One broken promise means I can never trust her again.*

*AFTER / She did not follow through on the agreement we made last week. I need to understand what happened and what repair is possible.*

Exception or uncertainty: The promise may be an exception to a longer history of reliability.

Preserved truth: The commitment mattered, and its breach requires acknowledgement.

Editor's note: Trust is evidence-sensitive, neither automatic nor always final.

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## EDITION 29 / WORK &amp; SYSTEMS

## The new tool

*BEFORE / Technology will replace every meaningful human skill.*

*AFTER / This tool may automate parts of our workflow. We need to examine which tasks shift, who bears the costs, and what human judgment remains necessary.*

Exception or uncertainty: Tools redistribute tasks; social judgment, accountability and context still shape work.

Preserved truth: Automation can displace roles and create real transition costs.

Editor's note: Neither techno-panic nor techno-utopia is a forecast.

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## EDITION 30 / SELF &amp; GROWTH

## A tired mind

*BEFORE / I am lazy because I cannot focus today.*

*AFTER / I am having trouble focusing on this task today. I should check conditions and priorities before deciding it says something enduring about me.*

Exception or uncertainty: Sleep, interruption, ambiguity and stress can affect attention.

Preserved truth: The task remains unfinished, and a deadline may be real.

Editor's note: A day's capacity is not a moral identity.

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## EDITION 31 / PEOPLE &amp; CONNECTION

**A stranger's expression**

*BEFORE / She looked away, so she must dislike me.*

*AFTER / She looked away while I spoke. I noticed it and felt uncertain, but I do not know what it meant.*

Exception or uncertainty: She may have been distracted or scanning the room.

Preserved truth: I felt self-conscious during the interaction.

Editor's note: Describe the cue; avoid constructing a complete verdict.

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## EDITION 32 / WORK &amp; SYSTEMS

**The complaint that matters**

*BEFORE / People are overreacting about the scheduling rule.*

*AFTER / The new shift rule may create uneven burdens. We should ask affected staff about transport, care and predictability before evaluating it.*

Exception or uncertainty: Different workers may carry caregiving or transport constraints that are not visible.

Preserved truth: Reliable scheduling is a legitimate operational concern.

Editor's note: One person's minor inconvenience may be another's binding constraint.

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## EDITION 33 / SELF &amp; GROWTH

## The public mistake

*BEFORE / I embarrassed myself; the whole audience will remember forever.*

*AFTER / I lost my place during the presentation and felt embarrassed. I can review what happened without assuming everyone formed a lasting judgment.*

Exception or uncertainty: Many listeners may not have noticed, and attention fades.

Preserved truth: I stumbled at a moment that mattered to me.

Editor's note: The sting of attention can outlast the actual attention.

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## EDITION 34 / PEOPLE &amp; CONNECTION

## The unreturned favour

*BEFORE / I helped them once; they owe me loyalty forever.*

*AFTER / I offered support and hoped it would be reciprocated. I can express that hope, but a past favour does not create unlimited obligation.*

Exception or uncertainty: People can appreciate help while retaining autonomy over future choices.

Preserved truth: Reciprocity and recognition matter in sustained relationships.

Editor's note: Generosity is not a lifetime contract.

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## EDITION 35 / WORK &amp; SYSTEMS

## Feedback on a project

*BEFORE / The reviewer said no, so the idea has no merit.*

*AFTER / This proposal was declined with concerns about feasibility. I can examine those concerns and test the idea elsewhere if the evidence supports it.*

Exception or uncertainty: A rejection may reflect audience fit, timing, quality or limited resources.

Preserved truth: The current proposal did not persuade this reviewer.

Editor's note: Treat a decision as evidence about a context, not a cosmic ruling.

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## EDITION 36 / SELF &amp; GROWTH

## One difficult relationship

*BEFORE / I am impossible to love.*

*AFTER / This connection is not meeting our needs. I can face that loss without turning it into an enduring judgment about my lovability.*

Exception or uncertainty: Other relationships have shown warmth, even if this one is painful.

Preserved truth: This relationship has involved painful mismatch or unresolved conflict.

Editor's note: A painful outcome does not establish an essence.

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## EDITION 37 / PEOPLE &amp; CONNECTION

## The crowded family table

*BEFORE / No one in this family respects my choices.*

*AFTER / At the last two family dinners, my career decision was questioned after I asked to leave it alone. I want that request respected.*

Exception or uncertainty: Some relatives have supported choices even if a few have criticised this one.

Preserved truth: Repeated unwanted advice makes it hard to feel autonomous.

Editor's note: Specific limits can coexist with family attachment.

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## EDITION 38 / WORK &amp; SYSTEMS

## A visible success

*BEFORE / The highest performer must be the best leader.*

*AFTER / This employee leads in sales, but choosing a team leader also requires evidence about collaboration, judgment and developing others.*

Exception or uncertainty: Leadership includes coaching, delegation, decisions and trust, not just individual output.

Preserved truth: Individual contribution matters and deserves recognition.

Editor's note: A strong proxy for one role may be weak for another.

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## EDITION 39 / SELF &amp; GROWTH

## Fear of irrelevance

*BEFORE / If no one notices my work, creating it has no point.*

*AFTER / This work has not reached many people yet. I want to improve how it is shared while also valuing what I learned by making it.*

Exception or uncertainty: Creation can teach, preserve thought, support private meaning or eventually reach a small audience.

Preserved truth: Being read and understood matters to me, and distribution is a real problem.

Editor's note: An audience can matter without becoming the sole source of meaning.

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## EDITION 40 / WORK &amp; SYSTEMS

## The safety complaint

*BEFORE / We should soften our criticism so nobody gets upset.*

*AFTER / The safety inspection identified a missing guard on this machine. State the hazard clearly, document the risk and request a remedy.*

Exception or uncertainty: Sometimes vague criticism prevents a responsible response; discomfort is not identical to harm.

Preserved truth: Careful wording can reduce needless defensiveness.

Editor's note: When evidence is strong, the sharpest statement may be the fairest.

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## TWELVE QUESTIONS TO BORROW

# Pocket prompts for the next difficult conversation

These are invitations to inquiry, not scripts for winning or manipulating. Use them only where a conversation is welcome and safe.

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01 / WHAT DID I SEE?. What happened that both of us could describe without guessing intention?

02 / WHAT DOES “EVERYONE” MEAN?. Which people and which situations do I actually mean?

03 / WHEN AND HOW OFTEN?. Am I describing one event, a repeating pattern, or an assumption about the future?

04 / WHAT STILL HURTS?. What impact remains serious even if my first explanation proves wrong?

05 / WHO ELSE IS AFFECTED?. Whose circumstances or constraints are missing from this account?

06 / WHAT IS A REAL EXCEPTION?. Is there a counterexample I am overlooking without inventing reassurance?

07 / WHAT AM I INFERRING?. Which part is evidence, and which part is my interpretation?

08 / WHAT WOULD CHANGE MY MIND?. What record, conversation or observation would genuinely alter my conclusion?

09 / WHICH STANDARD?. By what definition of fairness, success or quality am I judging?

10 / HOW STRONG IS THE EVIDENCE?. Am I saying “I noticed,” “I suspect,” or “the records show” appropriately?

11 / SHOULD THIS GET SHARPER?. If the harm is verified, am I weakening a justified complaint merely to sound nicer?

12 / WHAT CAN BE REQUESTED?. What explanation, boundary, correction or next check would actually help?

## THREE EXAMPLES IN USE

# From thought to conversation

The final sentence is not the goal by itself. Its worth lies in what it makes possible: a clearer choice, a documentable criticism, or an honest revision.

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## Friendship

First draft: "You always ignore me."

What we know: Observation: two unanswered invitations. Feeling: disappointment. Unknown: the reason for the silence.

Working revision: "I reached out twice and have not heard back. I feel uncertain about making plans. Do you have the time or interest to meet soon?"

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## Workplace fairness

First draft: "Promotions are all a popularity contest."

What we know: Observation: no criteria published before the decision. Impact: employees could not assess the process.

Working revision: "The promotion criteria were not circulated before the decisions. Please share the standards and explain how they were applied."

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## Personal development

First draft: "I will never finish anything."

What we know: Observation: a current project is unfinished. Exception: previous work has been completed.

Working revision: "This project has stalled at the revision stage. I need to diagnose the obstacle instead of declaring a lifelong pattern."

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## PRINTABLE WORKSHEET 01

# Personal / Self

Write your own edition. Nothing on these pages is submitted or collected.

A claim about yourself or what your future may hold.

**01 / THE ORIGINAL SENTENCE**

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**02 / WHAT IS OBSERVED (WHO, WHAT, WHEN)?**

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**03 / WHERE MIGHT THE CLAIM OVERREACH?**

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**04 / A REAL COUNTEREXAMPLE OR REMAINING UNCERTAINTY**

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**05 / THE KERNEL OF TRUTH, COST OR HARM**

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**06 / A NARROWER AND MORE DEFENSIBLE REVISION**

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**07 / WHAT COULD CHANGE MY MIND? / A NEXT REQUEST**

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## PRINTABLE WORKSHEET 02

# Relationship / People

Write your own edition. Nothing on these pages is submitted or collected.

A sentence about an exchange, expectation, boundary or repair.

**01 / THE ORIGINAL SENTENCE**

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**02 / WHAT IS OBSERVED (WHO, WHAT, WHEN)?**

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**03 / WHERE MIGHT THE CLAIM OVERREACH?**

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**04 / A REAL COUNTEREXAMPLE OR REMAINING UNCERTAINTY**

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**05 / THE KERNEL OF TRUTH, COST OR HARM**

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**06 / A NARROWER AND MORE DEFENSIBLE REVISION**

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**07 / WHAT COULD CHANGE MY MIND? / A NEXT REQUEST**

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## PRINTABLE WORKSHEET 03

# Work / Systems

Write your own edition. Nothing on these pages is submitted or collected.

A complaint about a rule, decision, incentive or institutional practice.

**01 / THE ORIGINAL SENTENCE**

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**02 / WHAT IS OBSERVED (WHO, WHAT, WHEN)?**

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**03 / WHERE MIGHT THE CLAIM OVERREACH?**

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**04 / A REAL COUNTEREXAMPLE OR REMAINING UNCERTAINTY**

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**05 / THE KERNEL OF TRUTH, COST OR HARM**

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**06 / A NARROWER AND MORE DEFENSIBLE REVISION**

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**07 / WHAT COULD CHANGE MY MIND? / A NEXT REQUEST**

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## THE SOURCE DESK

# Reading, limitations & provenance

A practice in editorial reasoning, not a clinical intervention, a validated assessment, or a machine for judging other people.

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Suggested further reading (independent sources to explore, not endorsements of this manual):

**Stanford Encyclopedia of Philosophy — Critical Thinking**

Ways to analyse questions, reasons and reflective judgment.

**Stanford Encyclopedia of Philosophy — Fallacies**

Pitfalls in inference and the limits of labelling arguments.

**Noba Project — Thinking Like a Psychological Scientist**

Distinguishing interpretation from evidence and inquiry.

**Noba Project — Emotional Intelligence**

Exploring how emotions and thinking interact.

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**WHAT THIS BOOK DOES NOT CLAIM**

The forty cases are authored examples. They are not recorded case studies, statistical findings or psychometric categories. A reframed statement may be incorrect if its details are inaccurate. No part of this workbook diagnoses psychological states or replaces professional care. Criticism, reporting misconduct and stating boundaries may require direct language. Do not use “reframing” to silence people harmed by policies or behaviour.

**MADE TO BE USED**

You may print this manual and the blank pages for personal learning, classrooms and discussion groups with attribution. Do not present invented examples as evidence of an actual person’s conduct.

LAST LINE. You do not have to defend every rough word you once spoke. Nor do you have to apologize for an accurate account of injustice. Keep what withstands scrutiny, and make that part harder to ignore.

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