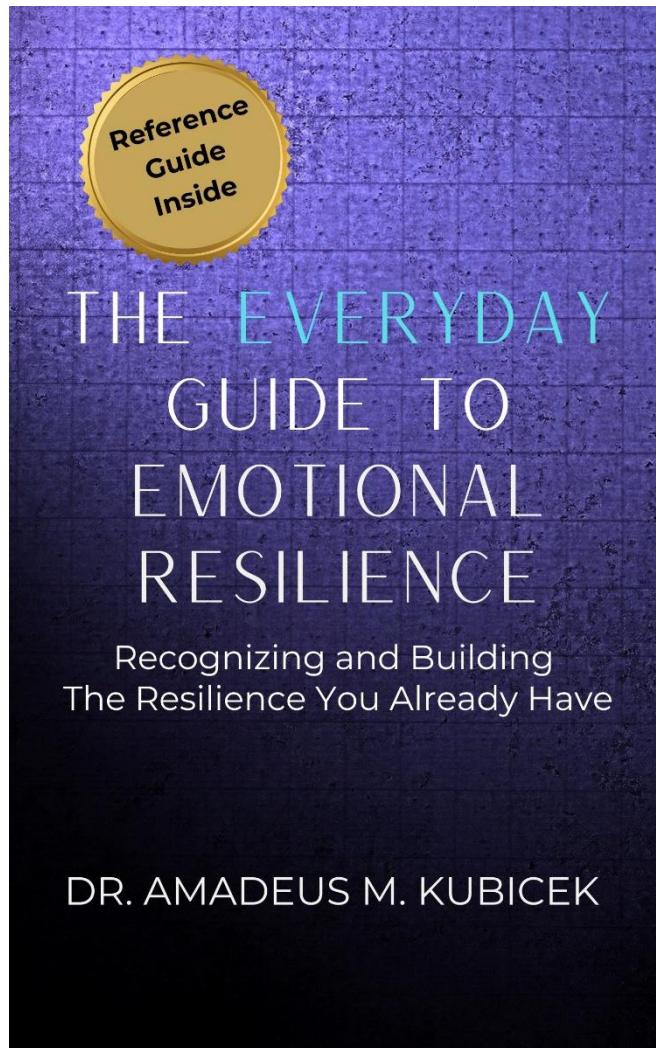


# THE EVERYDAY GUIDE TO EMOTIONAL RESILIENCE

## Reference Materials

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*Self-Assessments • Guided Reflections • Practical Exercises • Integration Activities*



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The self-assessments, exercises, and reference materials included in this book are designed for personal reflection and professional development. They are not validated clinical instruments and should not be used for diagnostic purposes.

This book addresses topics related to resilience and emotional well-being. It is not a substitute for mental health treatment. If you are experiencing significant distress, a mental health crisis, or symptoms of a serious mental health condition, please seek support from a qualified mental health professional.

For specific professional guidance, the reader is encouraged to consult a qualified professional in the relevant field.

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## How to Use These Reference Materials

This PDF reference is designed in conjunction with the *Everyday Guide to Emotional Resilience Book* to contain self-assessments, guided reflections, practical exercises, and integration activities to help you understand the concepts to your own life. They can be used as you read or returned to afterward.

Whether you read the book straight through or stop to reflect along the way, these materials are designed to meet you where you are.

### The Rating Scale

1 = Rarely or never true    2 = Occasionally true    3 = Sometimes true    4 = Often true

### A Note on Repetition

The self-assessments are designed to be repeated. Take them at the start of your practice, revisit them after completing the book, and watch the shifts over time. The exercises take between two and five minutes each. They are built for the lives people actually live.

## SELF-ASSESSMENTS

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*Rate each statement honestly based on your typical experience. Use the 1–4 scale. There are no right or wrong answers. Rate based on how things are for you right now, not how you think they should be.*

### Assessment 1: Everyday Resilience Baseline

*Chapters 1 and 8 — Measures your current recognition of the resilience you already demonstrate in daily life.*

#### Section A: Recognition

1. I recognize resilience in ordinary moments, not just in crises. \_\_\_\_\_
2. When plans change unexpectedly, I can adjust without significant distress. \_\_\_\_\_
3. After a difficult day, I can identify at least one thing I handled well. \_\_\_\_\_
4. I have a realistic view of resilience that includes struggle, not just strength. \_\_\_\_\_
5. I can distinguish between problems that need solving and situations that need coping. \_\_\_\_\_

**Section A Total:** \_\_\_\_\_

#### Section B: Practice

6. I maintain basic self-care routines even during stressful periods. \_\_\_\_\_
7. When I make a mistake, I can recover and keep functioning rather than spiraling. \_\_\_\_\_
8. I have a set of small, reliable actions I fall back on when things get difficult. \_\_\_\_\_
9. I return to my routines after disruptions without waiting for perfect conditions. \_\_\_\_\_
10. I can identify which of my everyday habits actually sustain me under pressure. \_\_\_\_\_

**Section B Total:** \_\_\_\_\_

**TOTAL SCORE:** \_\_\_\_\_

## Interpreting Your Scores

Score	What It Means
<b>16–20</b>	Strong capability. Focus on maintaining and refining.
<b>11–15</b>	Moderate capability. Targeted practice will yield noticeable improvement.
<b>6–10</b>	Developing capability. This area offers significant growth opportunity.
<b>5</b>	Beginning capability. Start with the Resilience Audit exercise.

## Your Development Focus

**If Section A (Recognition) is lowest:** Focus on noticing your resilience in real time. The Resilience Audit exercise will help.

**If Section B (Practice) is lowest:** Focus on building and protecting your minimum viable practice. The integration activities will guide you.

## Assessment 2: Emotional Awareness

*Chapter 2 – Measures how readily you notice, name, and respond to your emotional states.*

### Section A: Physical Recognition

- 1.** I notice physical signs of emotion (tight shoulders, clenched jaw, shallow breathing) before they escalate. \_\_\_\_\_
- 2.** I am aware when my mood shifts during the day. \_\_\_\_\_
- 3.** I notice emotional reactions in my body before I have consciously identified the emotion. \_\_\_\_\_
- 4.** I can tell when something is bothering me, even if I cannot immediately identify what. \_\_\_\_\_

**Section A Total:** \_\_\_\_\_

### Section B: Naming and Precision

- 5.** I can name what I am feeling with precision beyond just “good” or “bad.” \_\_\_\_\_
- 6.** I can distinguish between similar emotions (frustrated versus disappointed, anxious versus excited). \_\_\_\_\_
- 7.** I recognize my recurring emotional patterns and the specific triggers that activate them. \_\_\_\_\_
- 8.** I notice the gap between a triggering event and my reaction. \_\_\_\_\_

**Section B Total:** \_\_\_\_\_

### Section C: Understanding

- 9.** I understand what causes my emotional reactions and can trace my mood back to its source. \_\_\_\_\_
- 10.** I can sit with uncomfortable emotions without immediately trying to fix or avoid them. \_\_\_\_\_
- 11.** I notice when my emotional state is affecting my decisions or interactions with others. \_\_\_\_\_

**Section C Total:** \_\_\_\_\_

**TOTAL SCORE:** \_\_\_\_\_

### Interpreting Your Scores

Score	What It Means
<b>36–44</b>	Strong emotional awareness foundation. Ready for integration with regulation skills.
<b>26–35</b>	Solid awareness with room for growth. Regular practice will strengthen gaps.
<b>16–25</b>	Developing awareness. Focus on the Body Scan and Emotion Naming exercises.
<b>11–15</b>	Beginning your awareness journey. Start with the 90-Second Body Scan.

### Your Development Focus

**If Section A is lowest:** Focus on body scan practice and physical sensation awareness.

**If Section B is lowest:** Focus on expanding your emotional vocabulary and practicing precision in naming.

**If Section C is lowest:** Focus on tracing emotions backward to their causes and examining patterns over time.

## Assessment 3: Stress and Work Resilience

Chapters 3 and 5 – Measures your capacity to manage stress and navigate workplace challenges.

### Section A: Early Intervention

- 1.** I recognize my personal stress signature (early physical and emotional warning signs). \_\_\_\_\_
- 2.** I use brief interventions (breathing, movement, sensory shifts) to interrupt stress responses before they compound. \_\_\_\_\_
- 3.** I can reframe stressful situations as challenges rather than threats. \_\_\_\_\_
- 4.** I address problems early before they become crises. \_\_\_\_\_

**Section A Total:** \_\_\_\_\_

### Section B: Sustainable Capacity

- 5.** I process work setbacks in stages rather than reacting impulsively. \_\_\_\_\_
- 6.** My sense of identity extends beyond my professional performance. \_\_\_\_\_
- 7.** I maintain sustainable pacing rather than cycling between overwork and collapse. \_\_\_\_\_
- 8.** I know when a situation requires adaptation versus when it requires boundaries. \_\_\_\_\_

**Section B Total:** \_\_\_\_\_

### Section C: Recovery

- 9.** I take regular breaks during work rather than pushing through until I am depleted. \_\_\_\_\_
- 10.** I disconnect from work during personal time. \_\_\_\_\_
- 11.** I have activities that genuinely renew my energy, and I protect time for them. \_\_\_\_\_

**Section C Total:** \_\_\_\_\_

**TOTAL SCORE:** \_\_\_\_\_

## Interpreting Your Scores

Score	What It Means
<b>36–44</b>	Strong stress and work resilience foundation.
<b>26–35</b>	Adequate management with room for targeted improvement.
<b>16–25</b>	Vulnerability to stress accumulation. Prioritize building renewal practices.
<b>11–15</b>	High risk of depletion. Review Chapters 3 and 5 and consider what support you need.

## Assessment 4: Relationship and Connection Resilience

*Chapter 4 — Measures your capacity to build, maintain, and repair significant relationships.*

### Section A: Listening and Understanding

1. When conflict arises, I can listen to understand before responding. \_\_\_\_\_
2. I can validate someone's emotions even when I disagree with their perspective. \_\_\_\_\_
3. I recognize my default pattern in conflict (defend, withdraw, attack, placate). \_\_\_\_\_

**Section A Total:** \_\_\_\_\_

### Section B: Repair and Responsibility

4. I initiate repair after disagreements or misunderstandings rather than waiting for the other person. \_\_\_\_\_
5. I take responsibility for my contribution to relationship problems. \_\_\_\_\_
6. I can apologize genuinely when I have hurt someone. \_\_\_\_\_

**Section B Total:** \_\_\_\_\_

### Section C: Boundaries and Investment

7. I set boundaries that protect my wellbeing without isolating me from others. \_\_\_\_\_
8. I invest in relationships consistently, not only when I need support. \_\_\_\_\_
9. I express specific appreciation to people who matter to me. \_\_\_\_\_

**Section C Total:** \_\_\_\_\_

**TOTAL SCORE:** \_\_\_\_\_

## Interpreting Your Scores

Score	What It Means
<b>29–36</b>	Strong relationship resilience foundation.
<b>21–28</b>	Adequate relationship skills with areas for development.
<b>13–20</b>	Relationship vulnerability. Identify which skill area needs most attention.
<b>9–12</b>	Significant challenges. Review Chapter 4 and consider what support might help.

## Assessment 5: Physical Foundation and Perspective

*Chapters 6 and 7 – Measures the physical and cognitive foundations that underpin all other resilience capacities.*

### Section A: Physical Resilience

- 1.** I consistently get seven to nine hours of sleep. \_\_\_\_\_
- 2.** I engage in at least 20 minutes of physical movement most days. \_\_\_\_\_
- 3.** I eat in a way that sustains my energy rather than depleting it. \_\_\_\_\_
- 4.** I notice early warning signs of physical depletion and adjust my pace. \_\_\_\_\_

**Section A Total:** \_\_\_\_\_

### Section B: Gratitude and Perspective

- 5.** I practice specific (not generic) gratitude regularly. \_\_\_\_\_
- 6.** When setbacks occur, I interpret them as temporary and specific rather than permanent and pervasive. \_\_\_\_\_
- 7.** I can hold both difficulty and appreciation at the same time without denying either. \_\_\_\_\_
- 8.** I deliberately focus on what I can control rather than what I cannot. \_\_\_\_\_

**Section B Total:** \_\_\_\_\_

**TOTAL SCORE:** \_\_\_\_\_

## Interpreting Your Scores

Score	What It Means
<b>26–32</b>	Strong physical and perspective foundation.
<b>19–25</b>	Adequate foundation with areas for development.
<b>12–18</b>	Vulnerability in foundational areas. Prioritize sleep, movement, or gratitude practices.
<b>8–11</b>	Critical gaps. Small improvements here will compound across all resilience domains.

## Your Development Focus

**If Section A is lowest:** Your body is the platform for everything else. Start with the Energy Audit integration activity and one small adjustment this week.

**If Section B is lowest:** Your attention may be defaulting to threat-scanning. Start with the Specific Gratitude exercise for one week and notice what shifts.

## GUIDED REFLECTIONS

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*Spend as much or as little time as feels right on each question. A single sentence that captures something true is worth more than a page of what you think you should say.*

### Recognizing the Resilience You Already Have (Chapters 1 and 8)

1. Think about the past week. Identify three moments where you kept functioning under pressure, adjusted when something went wrong, or chose a constructive response when an easier path was available. What did each moment require of you?
2. Which myth about resilience have you carried longest: that it means never struggling, that it is an innate trait, that it requires doing everything alone, that it means bouncing back perfectly, or that it demands constant positivity? How has this myth shaped your self-evaluation during difficult periods?
3. If you could describe your minimum viable practice for resilience right now — the smallest set of actions you would maintain even during your worst week — what would it include?

### Emotional Awareness and the Pause (Chapter 2)

4. What is your body's earliest signal that an emotion is building? Where do you notice stress first: jaw, shoulders, stomach, chest, hands? When did you last catch that signal early enough to respond differently?
5. Consider your emotional vocabulary. When you describe how you feel, do you tend toward broad labels (“stressed,” “fine,” “overwhelmed”) or precise ones (“frustrated because my effort was overlooked,” “anxious about a decision I have not yet made”)? What would change if you named your emotions more precisely?

### Stress, Work, and Sustainable Pacing (Chapters 3 and 5)

6. Describe your personal stress cycle. What are your early warning signs, what happens when you ignore them, and what has helped you intervene before reaching overwhelm?

**7.** When you face a setback at work, what is your default response: treating it as evidence of personal limitation, or viewing it as information you can learn from? What would shift if you processed setbacks in three stages — emotional acknowledgment first, then realistic assessment, then strategic response?

### **Relationships and Repair (Chapter 4)**

**8.** What is your habitual pattern during conflict: defend, withdraw, attack, or placate? How does this pattern protect you, and how does it limit the relationship?

**9.** Is there a relationship in your life where a rupture — large or small — remains unrepairs? What would repair look like? What is your part to acknowledge?

### **Physical Resilience and Perspective (Chapters 6 and 7)**

**10.** If a significant challenge arrived tomorrow, which of your physical habits (sleep, movement, nutrition, stress management) would sustain you and which would collapse? What does that tell you about where to invest now, during ordinary times?

**11.** Name three things you are specifically grateful for right now — not broad categories but particular instances with particular people. Notice how specific gratitude feels different from general statements.

## PRACTICAL EXERCISES

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*Each exercise takes two to five minutes. They are designed for real-world application, not ideal conditions. Use them during your actual day, not in addition to it.*

### Exercise 1: The Resilience Audit

**Duration:** 3 min/day for 5 days   **Chapters:** 1 and 8

At the end of any ordinary day, write down three moments where you demonstrated resilience. They do not need to be dramatic. Examples: adjusted when a meeting was canceled, stayed calm when a child needed attention during a work call, chose to eat something nourishing instead of skipping lunch.

Do this for five consecutive days. At the end of five days, review your list and notice which resilience patterns appear most often. This is your evidence.

*Why this works: You cannot build on strengths you do not recognize. This exercise makes your existing resilience visible.*

### Exercise 2: The 90-Second Body Scan

**Duration:** 90 seconds   **Chapters:** 2

Set a recurring reminder for a consistent time each day. When the reminder sounds, close your eyes if possible and scan from your feet upward through your legs, abdomen, chest, shoulders, jaw, and forehead. Notice where you are holding tension. Name the physical sensation (tight, heavy, buzzing, hollow). Then name the emotion it may signal (frustrated, anxious, tired, alert). Open your eyes and continue with your day.

### Exercise 3: The Micro-Reset

**Duration:** 30 to 90 seconds   **Chapters:** 3

When you notice stress building, apply one of the following before the stress compounds:

**Breathing reset:** Inhale for 4 counts, hold for 4, exhale for 6. Repeat three times.

**Movement reset:** Stand up, stretch your arms overhead, roll your shoulders back three times, sit down.

**Sensory reset:** Hold something cold (a glass of water, a metal object), notice its temperature and texture for 10 seconds.

**Naming reset:** Silently state what you are feeling in one precise sentence: “I am frustrated because I have too many competing priorities right now.”

## Exercise 4: The Repair Conversation Starter

**Duration:** 5 minutes **Chapters:** 4

Identify one relationship where a small rupture has gone unaddressed. Prepare a brief repair statement using this structure:

**Step 1:** Acknowledge what happened. “I realize that when I [specific action], it affected you.”

**Step 2:** Take responsibility. “That was my responsibility, and I should have handled it differently.”

**Step 3:** Express your intention. “I want to [specific action] going forward.”

Write the statement. Read it aloud once. Then decide whether to deliver it. The act of preparing the repair builds the skill, even if you choose to wait.

## Exercise 5: The Setback Processing Protocol

**Duration:** 5 minutes **Chapters:** 5

The next time you experience a work setback, process it in three deliberate stages rather than reacting immediately:

**Stage 1 — Emotional processing** (2 minutes): Name what you feel. Allow the reaction without acting on it. “I feel embarrassed and defensive right now.”

**Stage 2 — Realistic assessment** (2 minutes): Separate facts from interpretation. What actually happened? What am I adding through assumption?

**Stage 3 — Strategic response** (1 minute): What is one action aligned with my long-term interests, not my immediate emotional reaction?

## Exercise 6: The Specific Gratitude Practice

**Duration:** 2 min/day for 7 days **Chapters:** 7

Each evening for one week, write down one thing you are grateful for using this format: “I am grateful that [specific person] [specific action] because [specific effect on you].”

*Example: “I am grateful that my colleague covered my meeting because it allowed me to take my daughter to her appointment without guilt.”*

At least once during the week, express one of these appreciations directly to the person involved.

## INTEGRATION ACTIVITIES

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*Integration activities connect what you have learned to the life you are actually living. Each is tied to a scenario you will recognize. Choose the ones that match your current circumstances.*

### Activity 1: The Chaotic Morning Protocol

**Scenario:** *Everything goes wrong before 9 AM — alarm failure, family demands, technology problems, time pressure.*

#### Your practice:

- Before reacting to the chaos, take one deliberate breath (4 counts in, 6 counts out).
- Identify the one thing that actually matters most in the next 30 minutes. Do that first.
- Lower your standard for everything else. “Good enough” is the goal, not “perfect.”
- At the end of the morning, note one thing you handled well. This is your resilience evidence.

### Activity 2: The Difficult Conversation Preparation

**Scenario:** *You need to have a conversation you have been avoiding — with a colleague, family member, or friend.*

#### Your practice:

- Before the conversation, do a body scan. Notice your physical state and name the emotion driving your avoidance.
- Clarify your purpose: What do you need from this conversation? Connection, resolution, understanding, or a boundary?
- Prepare one sentence that acknowledges your part.
- During the conversation, listen for the need beneath the other person’s words, not just the surface content.
- Afterward, note what worked and what you would adjust next time.

### Activity 3: The Sunday Evening Reset

**Scenario:** *Sunday evening anxiety about the week ahead.*

### Your practice:

- Write down the three things causing the most anticipatory stress.
- For each, ask: Is this a problem to solve, a situation to cope with, or something outside my control?
- For solvable problems, identify one concrete first step you will take on Monday.
- For coping situations, identify which micro-reset you will use when they arise.
- For things outside your control, practice naming the emotion and letting it be present without requiring action.

### Activity 4: The Energy Audit

**Scenario:** *You feel consistently depleted by mid-afternoon and cannot identify why.*

### Your practice:

- For three consecutive days, note your energy level at 9 AM, 12 PM, 3 PM, and 6 PM on a scale of 1 (depleted) to 5 (energized).
- Next to each rating, note what you ate, how much you moved, and what you were doing in the hour before.
- After three days, look for patterns. Which activities or habits drain you? Which sustain you?
- Choose one small adjustment based on what you find and test it for one week.

### Activity 5: The Resilience Transfer

**Scenario:** *You handle stress well in one area of life but struggle in another.*

### Your practice:

- Identify the domain where your resilience is strongest. What specific skills do you use there?
- Identify the domain where you struggle most. What is missing?
- Map one skill from your strong domain onto your weak domain. For example, if you use reframing effectively at work, try applying the same technique to a relationship conflict.
- Practice this transfer once this week. Note what happens.

## 30-DAY INTEGRATION PATH

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*A suggested sequence for working through these materials over thirty days. Adjust the pace and sequence to fit your life. If you miss a day, resume where you left off. The relapse protocol from Chapter 8 applies here: notice without judgment, identify what happened, resume with the minimum, and rebuild gradually.*

### Week 1: Awareness (Assess and Notice)

**Days 1–2:** Complete the five Self-Assessments. Note which areas scored lowest. These are not failures; they are starting points.

**Days 3–5:** Begin the 90-Second Body Scan exercise daily. Notice what you discover about your physical and emotional state.

**Days 6–7:** Work through Guided Reflections 1 through 5.

### Week 2: Practice (Try and Adjust)

**Days 8–10:** Begin the Resilience Audit exercise. Record three moments of everyday resilience each day.

**Days 11–12:** Practice the Micro-Reset exercise. Choose one type (breathing, movement, sensory, or naming) and use it at least twice per day.

**Days 13–14:** Work through Guided Reflections 6 through 9. Try the Repair Conversation Starter if a relevant situation exists.

### Week 3: Deepen (Expand and Connect)

**Days 15–17:** Begin the Specific Gratitude Practice. Write one specific gratitude each evening.

**Days 18–19:** Choose one Integration Activity that matches your current life and apply it.

**Days 20–21:** Complete Guided Reflections 10 and 11. Try the Energy Audit activity.

### Week 4: Sustain (Consolidate and Commit)

**Days 22–24:** Retake the Self-Assessments. Compare your responses to Week 1. Notice shifts without judgment.

**Days 25–27:** Try the Resilience Transfer activity. Practice one skill across a new life domain.

**Days 28–30:** Define your minimum viable practice — the smallest set of actions you will maintain going forward, even during your most difficult weeks. Write it down. This is your foundation.

*Resilience is not built in thirty days. It is built across hundreds of ordinary days, through small, repeated choices. This path is a beginning, not a destination.*

## ABOUT THE AUTHOR

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Prof. Dr. Amadeus M. Kubicek, DBA is the founder of the Resilience Intelligence Framework © and the author of multiple books spanning resilience, emotional intelligence, cultural intelligence, and martial arts philosophy.

He holds a Doctor of Business Administration in Organizational Behavior and Behavioral Risk Management from Charles Sturt University, where his multi-country doctoral research examined the psychological and cultural factors influencing risk perception, decision-making, and adaptive performance.

He has served as university professor and Program Chair, and has published peer-reviewed research with conference presentations across Europe, the United States, Australia, and the Middle East — including the European Academy of Management, British Academy of Management, Academy of International Business, and the European Conference on Positive Psychology.

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*If you are currently experiencing significant distress, a mental health crisis, symptoms of a serious mental health condition, or if you have concerns about your emotional or psychological well-being, please seek support from a qualified mental health professional. The exercises and practices in these reference materials are designed to complement, not replace, professional care.*

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### Dr. Amadeus M. Kubicek

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