

HOW TO NEVER BE TAKEN ADVANTAGE OF AGAIN



The Pain Centre



RETURN TO THE LORD, YOUR GOD

This is a call from the Lord our God, who loves you, to return to Him. To seek Him out and decide to be with Him. He has seen how much you are suffering and wants to save you. He wants to guide you away from the evil you found yourself in.

He wants what is good for you. He has infinite blessings and grace to give you if only you turn away from your path and turn towards him.

Your path has led you into the wickedness and evil of this world, away from his presence and grace.

You are now truly in Hell. Hell is not the pit of fire we were taught but rather, it is to be without God's presence in your life.

Turn away from your path and turn towards the Lord, who loves you.

The Devil, who hates you, has influenced you into a life filled with suffering, surrounded by evil.

God has tried to place obstacles in your path to stop you, but when you continued down it, he didn't force you back onto the good path.

He will never go against your will, even if you choose to hurt yourself and those you love with it.

He loves you.

He wants you to be with him in his wonderful grace and fill your life with blessings.

Only if you choose him.

Don't be influenced by the wicked people that you have seen, who call themselves Christians, but who are hypocrites and do what's evil in the Lord's sight.

They are not a reflection of his love.

All you must do is call to God, pray to Him and ask Him to guide you back into His grace. Go back to church. Read His holy scriptures.

So that you may discover how much God loves you and how many blessings He wants to fill your life with. Find out how to walk out of the Hell your life has become.

Call to Him and see how much your life will change in an instant.

Become His child once more.



HELLO!

This course is all about setting boundaries with people.

What they are, why they are important and how to do it effectively.

This course is designed to be a basic tool kit.

The kind your dad would give you when you move into your first home.

He gave it to you so that you would have the tools, with his help, and knowledge on how to fix a lot of problems that would come up around the house.

If the problem requires more than this to solve, you need a professional.

Be brave and go see one. Get the help you need.

WHAT THE COURSE WILL BE ALL ABOUT.

1. What are boundaries
2. What are the boundaries you want in your life
3. Why they are so important
4. Why you must have them
5. The kinds of people that that break your boundaries
6. How to set a boundary
7. No is a complete sentence
8. What boundaries you should have
9. When you should set a boundary
10. What to do if that boundary is not respected
11. The keys to success



WHAT IS A BOUNDARY

Boundaries in this context refers to a standard or expected behaviour that someone else must reach or avoid doing if they are to be in your life.

Boundaries are how you want other people to treat you. It has nothing to do with the other person.

It is about what you want and what you will tolerate from other people in your life.

And yes. Boundaries can be behaviours you like that other people do, as well as behaviours towards you that you do not like.

An expected behaviour can be as simple as wanting people to arrive on time to meetings with you.

Or how you love that your spouse takes care of themselves.

It is a standard that you hold yourself to or expect others to treat you. Common sense "Respect" is another way to put it.

Where a lot of people go wrong is thinking that because they were raised a certain way, that the standards they hold themselves to and expect others to uphold, are common in every person.

It is not. People were brought up in all kinds of homes with all types of values. They were taught to value certain behaviours over others.



They were never taught behaviours that is so obvious to you that you would take for granted. Like expecting someone to arrive on time. Or taught behaviours that you find disrespectful but to them, it is normal. Everyone does it.

What I want you to think of boundaries is that it is YOUR expectation of others. You must assume that they DO NOT KNOW your boundaries and standards.

Unless you explicitly tell them, no hints or assumptions, they do not know. If they do not know that they are disrespecting you, they are not at fault. You are for not telling them what you feel is disrespectful towards you.

Boundaries are like lines in the sand that YOU draw. If you do not tell people they are the lines you have drawn and not to step on them, do not get upset with people for walking all over them.

Get upset with yourself for not telling them not to step on them.

Just on a happy note, boundaries are not always about behaviour you do not like.

They are also about telling other people about behaviours that you do like. Telling your husband how you love it when he brings you coffee in the morning. How you love your friend's honesty and trustworthiness.

It is not all about bad behaviour. It is about setting your expectation of any behaviour. Good things you want to continue or things you want to stop.

My last point is that your boundaries should never be used to trespass on other people's boundaries. You cannot use boundaries to force and manipulate other people to do what you want.



You are just defining how you will allow other people to treat you and how you want to live in your little house. Boundaries are not solid walls. They are doors. You decide who you let in.

They are not chains you use to change other people. They are there to allow good things you want in and keep out the stuff you do not want in your house. Not how other people should live in their houses.



WHY BOUNDRIES ARE SO IMPORTANT

This may seem like an obvious thing to someone who has strong boundaries and implements them well.

However, if you are reading this, I doubt you are one of those people. You are likely someone who was never taught how to do it or actively discouraged from setting boundaries with people so that they can take advantage of it.

The wonderful news about about that is that a lack of “know how” that is the issue. Not some terribly tragic severe mental illness.

If it is the latter, your lack of boundaries is the cause and likely doing this will likely eliminate or improve your mental condition in a drastic and positive way.

Boundaries are extremely important.

Boundaries are how you communicate to the world on how you want to be treated. Included in that is how you will allow others to treat you.

It is all about you and what you will allow and won't.

They are important for another reason. It tells you who is control of you and a situation. If someone else gets to decide how you should be treated, they are in control, not you. That is not a place you want to be.

They are important because you have the freedom to decide what you want to do. What you are going allow. What you want from people and situations.



You have the freedom to decide. Who has control and what they are allowed to do. You are in control.

As you are the one who decides, no one else has a say. They do not get to control how you feel, how you should react, what you can do and what they can do if it impacts you and how you feel.

You decide.

You also decide if they get to decide anything in your life.

You are in control. You are free to decide as you wish.

If they don't respect that, it is a violation.

Like I said, boundaries aren't a solid wall. They are like a door to your home. You decide who you let in or keep out. Or what you kick out the door and when you allow someone in.

You get to decide from looking through the peep hole, what you want to do.

The most important reason why boundaries are so important is because you are responsible for them.

You and only you can and must build and maintain and impose those boundaries on everyone. If you do not, it is not their fault but yours.

If a boundary is like a door and you do not maintain it and decide what comes in or out, it is like there was no door at all.



WHY YOU MUST HAVE BOUNDRIES

Boundaries, like I have said, are rules that you tell other people about and impose on them. They are there to let people know how you want to be treated.

It also tells them what you will not allow to be done to you or behaviour you will allow.

It is all about educating other people on how to behave around you.

Why you must have them is simple. If you do not, people will treat you how they think you should be treated.

Sometimes that means that they will show up to your home, uninvited, "just to visit", because they want to see you. Not knowing that you want them to call first so that you can make treats for them and have their favourite coffee at your home. You wanted time to prepare.

Without telling them, they think that, because I am her best friend, whenever I want to come over I can. She is always ready for me to visit. She doesn't have anything more important to do than to spend time with me.

This is an innocent expectation the friend has of you, that has no malicious intent at all. It is all comes from a place of love and wanting to spend time with you.

The friend likely doesn't know that you don't like it as you do not have time to prepare for her. Probably because you didn't tell her.



Without setting the boundary, you are the one who gets upset at this, not them. You will resent them for not thinking of you, even though you didn't tell them this.

This story will likely fit family members just as easily as it would friends.

Now to a more malicious example.

Let say you have a work colleague named Mary. She has no respect for anyone or anything. She eats other people's food in the fridge. She takes and uses other people's pens. She is very rude and belligerent to everyone, except the boss, who "LOVES" her.

You think she knows what she is doing.

She also loves to stir up gossip and trouble between people at work. Seemingly for her own amusement.

Often, you think why does she do all this? Doesn't she know it's wrong? She certainly wouldn't like it if that happened to her.

That's the thing that I hope you have picked up from this. She doesn't know. This is how she behaves as no one told her to stop. Everyone assumed she would just do what's right, then complain when she didn't.

She would stop because you thought she would see how much it upsets everyone.

She doesn't think that way. She is completely oblivious to it. She is behaving exactly the way she thinks is best.

Maybe she was raised that way.

Who knows.

At this point what matters is that she doesn't know what she is doing is wrong, as no one told her.



You need to have boundaries with people because without them, people like Mary, will take advantage of you, will hurt you and will make your life a nightmare without any thought about you. Remorselessly doing so.

They will not stop doing it. You must tell them that they must stop.

You are the one to inform them that you won't allow them to treat you as they have been.

If you don't, they will just carry on until either you leave, or land up in an asylum for murdering Mary.

You don't want the final straw that breaks you to be added.

That is why you need boundaries.

You need to protect yourself from others' oblivious and malicious behaviours that will harm you if you do not stop them. Without closing the door to your life to them or kicking them out of it, they will come in and ruin everything, then leave as if they did nothing.

Boundaries protects you from others' harmful behaviour.

THE TWO KINDS OF PEOPLE THAT BREAK YOUR BOUNDARIES

In my experience, I have found there to be two broad categories of people that break boundaries.

1. The Innocent ignorant trespasser
2. The malicious intruder

The first of the two is the most common one. This is the person, who just goes about their day, doing things they think are fine without a malicious intent in their hearts.

They are completely ignorant to how their behaviour is affecting you. That's because you didn't tell them.

When you tell them, "Hey, I do not like it when you do that." They often are the first to apologise. Say, "I didn't realise what I was doing was having that effect on you".

Thereafter, out of respect for you, respect the boundary they now know exists.

This reminds me of the person who didn't read/see the sign not to walk on the grass. Once showed and told not to, they apologise and respect the boundaries by not walking on the grass.

This tends to be most people out there. So be kind to these people that didn't know. They weren't being malicious.

The next one is the malicious intruder. This is a small portion of the people that will trespass your boundaries.



They are not like the people that didn't know they shouldn't walk on your grass.

They are the kinds of people that you find walking all over your grass. Seem to be kind and genuine. You tell them not to walk on the grass. They might walk on the path but when you turn your head to look at something else and then turn back to them, you find them digging up your grass to sell it to someone else.

These are the kinds of people that are purposely trespassing your boundaries because it benefits them to do so.

They know what they are doing is wrong. They know that they are doing to take advantage of you, because you allow them to, and they will continue to do it until you stop them.

Or they just don't care it is hurting you as it benefits them by doing so.

They do not react with genuine remorse and ignorance when you tell them to "Please do not walk on my grass".

They react with harsh and intense emotion. Try to manipulate you and guilt trip you into allowing them to take advantage of you.

If you keep your door slightly open for them, they will kick the door the rest of the way open and take everything you have for themselves and give very little in return.

Do you think this is the kind of person you want in your life? Family or not?

Boundaries and strict enforcement of them were made for these people. If you do not, they will not stop overstepping them, because it benefits them to do so. If you don't strictly enforce them, you will find your neck under their boot.

HOW TO SET A BOUNDARY

Just to remind you, a boundary is an expectation that YOU have on how SOMEONE ELSE must behave around you or towards you.

Unless you have told the person what YOUR expectation is, it is not their fault for not abiding by your boundary.

A boundary has essentially three parts.

- Telling the person what they are doing.
- An action not to take or behaviour to stop.
- How you feel about it

Body language while you do it.

It is very important that all three are told to the person so that they are informed and understand.

It is very important that you are very clear and direct when you make them.

People do not read minds. It must be said plainly and straight to the point.

No, fluff or explanation further than the above. It just confuses people and takes away from the enforcement and power of the boundary.

While you do so, look them straight in the eye. Speak firmly. Do not say another word or look away until they have responded to your boundary.

You do this to show the person who is trespassing against you that you are serious, and they must take you seriously.



An example of one is “I do not like it when you walk on my grass. Stop walking on my grass.”

Simple. Straight to the point. Contains all three elements. There are no insulting statements that could antagonize the other person.

How you feel, what they are doing, what they must do.

Another example is “You are shouting at me in this meeting. Do not raise your voice while you talk to me. I do not like it.”

See, all three elements are there. You do not have to explain why you do not like it. If they ask why, you just repeat “I do not like it, stop doing it.” No need to explain. Be firm in your response and repeat yourself. Look them in the eye.

Be strong and stand up for yourself.

If you do not, they will just continue to do it, unabated.

As you are the one to decide what they will open the door for and what they won't allow in, you must also realize that your boundaries are not up for negotiation. They are set by you. Not anyone else. The only standard that they must meet is to be reasonable and clear to you.

An example of a boundary of good behaviour looks like this “I love it when you give me a hug and my coffee in bed, my beloved husband. It makes me feel so appreciated and loved. Please keep doing this. I really appreciate this”.

I know. A little more words. In this case we want to use boundaries to encourage other people's good behaviour. We want to tell them that we are opening the door into our lives larger for them because they are wonderful people, doing wonderful things for us.



They always start out as a warning to inform someone that they are trespassing.

They never start as an ultimatum, that either you get off my grass or I shoot you. The person doesn't even know they did wrong. It is not reasonable or fair to act so harshly to someone the first time they did something.

If you do that, you will be the person in the wrong for manipulating other people using ultimatums to do it. People will fight back against you. Your boundary setting will lead to you antagonizing people who just didn't know. They will fight back and your boundary will be disregarded just to rebel against you being unreasonable.

So remember, to set a boundary you must tell the person

1. What they are doing
2. What they must do
3. Looking them in the eye and waiting for them to acknowledge the boundary

It must be done clearly, simply and straight to the point. No fluff that could lead to a miscommunication.

NO IS A COMPLETE SENTENCE

We won't always need to set a boundary for someone when they do something to us but also when they want us to do something for them.

Boundaries work both ways. Telling and showing others what they cannot do to you but also what you won't do for them. When someone asks you do something you don't want to do.

All you need to say is no. You do not need to explain yourself as to why you said no.

No is the complete and who answer you need to give.

If you want to be polite then you can say "No, thank you". You do not ever need to justify why you said no or why you aren't willing to help them.



This may be them making a reasonable request at the worst time where you cannot help them. Or they could be trying to take advantage of you, again, trying to make you pay for your aunt's husband's cousin's son school fees.

Regardless of what they want, if you don't want to do it or your body is giving you a feeling that you shouldn't, say so.

The body knows what is right and wrong. If any part of your body is telling you to say no, even before your mind has come up with a good reason, say no.

You do not have to explain why you said no. Even after they ask. Just repeat what your answer was when they ask you why. "I said no".

It is so simple and will take practice and bravery to do it the first couple of times. As you say no to things you don't want to do or get a feeling like you shouldn't, it will get easier.

WHAT BOUNDRIES YOU SHOULD HAVE?

You are the one who must decide what boundaries you must have.

They would vary from person to person and how seriously one person takes one type of behaviour over another.

What will make your boundary enforcement easier is to know beforehand what they are.

It is much easier to enforce one that you already knew you wanted to have than to figure it out while it is happening.

The way you decide on them is to decide what kind of behaviours you will never allow someone to do to you or in your presence.



The way you decide that is by looking at which behaviours others did in the past that really bothered you, or made you feel extremely angry or hurt. They are things you never want to go through again. Over time, you will likely add to them as you go through more experiences.

Take the time now to think about which things that would be.

Some examples are :

- 1. *People shouting at you***
- 2. *Arriving late to see you***
- 3. *People gossiping about you behind your back***
- 4. *People insulting you***
- 5. *People humiliating you in front of others***
- 6. *Friends and family guilt tripping you for money and favors.***
- 7. *Someone constantly criticizing you***
- 8. *People inviting themselves over without speaking with you.***
- 9. *Someone continuously reacting negatively to your good news***

These are just a few that I can think of. Yours will be specific to you and your life.

The strength behind this is to have already decided beforehand what they are, so when this happens you already know you want to impose a boundary on that immediately.

WHEN YOU SHOULD SET A BOUNDARY

This is the simple, easy part. You set a boundary or inform them of THEIR behaviour that YOU either like or do not like, the moment it happens.

You do not wait to set a boundary. You do it immediately, directly after they exhibited their behaviour. You can also pull them aside to do it privately as soon as possible.



Do not wait to do it. The person might completely forget they have done it and the boundary will lose its effectiveness.

If you bring it up later, the person might also view it as petty and how you always remember everything they do and cannot let anything go. Or why didn't you bring it up when it happened instead of now.

That is why you do it immediately.

Another reason why you must do it immediately is every time they engage in the behaviour that trespasses against your boundaries, and do nothing to stop it, you are giving them permission to do it again.

Not telling them when it happens reinforces to them that their behaviour is right.

You might say "They know it hurts me but they still do it." Did you tell them not to?

You cannot explode after the 50th time they ate your food in the fridge and beat them over the head with a pole during that outburst.

They will just respond with "Why are you behaving this way? I have been doing this for months without you complaining".

Then you will be seen as the bad guy for being so unreasonable by allowing something for so long and then having an outburst.

Rather set the boundary as soon as you can after their behaviour.

If you find yourself new to this and you find yourself needing to impose a boundary on behaviours, you allowed in the past. Or that has been going on for a long time. Just be firm.



If you find yourself new to this and you find yourself needing to impose a boundary on behaviours you allowed in the past or that have been going on for a long time, just be firm. Follow the structure of setting a boundary without having an outburst. If they ask you, "why are you doing this now?", just repeat "I do/don't like it when you do it". Until they get it.

It is much harder to enforce a boundary for behaviour that has been going on for a long time. It can be done. It is just very difficult as the other person is used to treating you this way.

Just to repeat, every time you allow them to do it, you are giving them permission to do it to you again. It will continue forever as long as you allow it to.

How you do it is to enforce the boundary as soon as you can after the behaviour and do it consistently, every time it happens. Start the next time they do it.

It will come as a shock to them. That is why you need to consistently do it so they learn that it is not ok even if in the past you allowed it.

Make sure to keep enforcing the boundary afterwards. It may take a while for the habit that you allowed to form to be broken.

As you consistently enforce and protect your boundaries people will learn to respect them. The key here is to always set your boundaries with everyone consistently, every time they do it.

WHAT TO DO IF THEY DO NOT RESPECT YOUR BOUNDARY

This is always the hardest part for many.

What to do if they do not listen?



If you have been used to just giving in, to keep the peace and to avoid the stress of the conflict, this will be the hardest part for you.

It will also be harder if there are boundaries you should have set but didn't. Now you must set them after a long time of letting the other person do as they please. They are used to the status quo.

First, you will need to set the boundary for the behaviour immediately, or as soon as you can because they need to know that you do not like what they are doing. We must be reasonable and give them a chance to abide by it. They could not have known what they are doing is hurting you.

Then one of two main things will happen, they will either realise what they did was a violation of your boundary and try to abide by it, or they won't.

If they do not abide by your boundary you must impose on them the consequences of not respecting the boundary.

Those consequences should always be thought of and decided on in advance. You must be willing to do what you decided the punishment will be. Empty threats will not work. The power of the punishment comes from them knowing you will follow through.

There should always be levels of severity for each continued transgression, with the most severe being removing their access to you and your life as well as any benefits they might have enjoyed from being in your life.

Removing their access to you and preventing them from any contact with you or your resources must always be the last possible consequence you can impose on them. Never the first.



If you have removed all access to your life they should only be allowed back when they decide to behave appropriately and

respect your boundaries. The more consistently they behave, the more access they get.



LET'S TAKE A STEP BACK AND TALK ABOUT THE GRADUATED CONSEQUENCES

The most common offender is the ignorant one. The person who didn't know what they were doing was affecting you.

If it is not fair or reasonable to kick that person out of your life permanently for eating your yogurt in the fridge.

There must always be a warning, then a consequence, then an ever-increasing harsher penalty for doing so.

If they continue to do that, after you have warned them, imposed on them consequences, and they still taking advantage of you, that's when you cut them off or impose on them an extremely harsh and severe punishment.

Do not make empty threats. You must be prepared to follow through on any consequence you tell them of.

Let me give you an example. You find someone walking on your grass. You walk up to them and tell them that "Don't walk on my grass, it damages my grass, and I don't like that."

Ok cool, they get off the grass and head on their way without incident.

You then decide, in the evening what should the next step up in penalty be on him for doing so, if he does so again.

Next day, he is walking on your grass. You walk up to him, reinforce the boundary, and tell them the punishment you will impose if they do it again.

It may sound like this "I see you are walking on my grass again. I told you not to yesterday. Do not do it again. If you do, I will spray you with a hose."



You must be ready to follow through, even if the next day they are walking in a suit to their wedding.

They could very well have a list of excuses as long as your arm why your consequence is unfair. Don't let them guilt trip you into getting away with their bad behaviour. Be strong and firm so they know you will follow through and spray them with the hose.

You have set a boundary the first time.

The second day you reminded them of the boundary and how they have again done the same thing that you have told them not to do. You have also told them what the consequence will be if they do it again.

I think it's fair to say that if they get sprayed with a hose the next day, it shouldn't be a surprise to them.

Another example.

Every day, you bring your own lunch to work. You find Sarah, eating your lunch.

You told her, "That is my lunch. It is not for you to eat, it is mine. Do not eat my lunch again."

She humbly apologised and didn't realise the food you brought, wasn't for her or anyone, but for you.

You feel you handled it well. You stood up for yourself, Imposed the boundary on her, and told her exactly what she must not do.

The next day you bring lunch again, and make sure you wrote your name on it, just to make sure no one thinks it's for everyone.

You find Sarah again, eating your lunch with Alice, having a great time laughing.



So you go up to Sarah, tell her, "I told you not to eat my lunch, here you are eating it again. If you do this again, I am going to report you to the boss for theft."

She might react with "Why would you do that? It is just food. You can bring more. You are being very unreasonable!"

You know for a fact she is in the wrong and just trying to manipulate you.

Instead of backing down, you just look her in the eyes and repeat, "I told you not to eat my lunch, here you are eating it again. If you do this again, I am going to report you to the boss for theft."

The next day you bring lunch again and out of spite for your putting her in her place, eats your lunch again. So, you report her to the boss and lay a formal complaint against her. Of course, because you said that you would.

She knew the consequences of her boundary breaking. Why should she be surprised that she is now having her pay deducted and a promotion she was going to get is on the line for stealing other people's lunches.

Should she be surprised that this happened to her? Absolutely not. That is the whole point of this graduated approach where you tell them exactly what your boundary is, repeatedly, and then told them the consequence of not following it.

So that when you impose on them the punishment, it will be fair. They had several opportunities to change but didn't.



**They suffered the
consequence of their actions.**

The wonderful consequence of this is that it will warn others around you that you are serious. It will also help you build confidence in yourself that you can do this and follow through.

Nothing you do to maintain and enforce your boundaries should be a surprise to the other person.

You told them about the boundary.

Told them a second time, then warned them about what the consequence will be if they don't abide by it.

Then imposed the consequence you told them you would when they overstepped the boundary that you had put in place.

THE KEYS TO SUCCESS

The keys to successful boundary enforcement are

1. Always tell them what the boundary is
2. Tell them how they over stepped and what to do to prevent it
3. Always used a graduated approach to the penalties, warn them about it.
4. Strict enforcement of your boundaries
5. Consistently reinforce your boundaries
6. You decide what your boundaries are. Only you, no one else has a say.
7. Always follow through on all punishments. Always. Especially when they beg to avoid the enforcement consequence
8. Enforce your boundaries from the beginning
9. It is up to you to enforce them. If you don't, you are giving them permission to take advantage of you.