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How to gracefully say “no.”

Steal this 5-step framework:



6035



148



1398



6619



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If you're like me, you enjoy making people happy.

Unfortunately, this people-pleasing tendency can lead to overcommitment and burnout.

So I was delighted to come across Episode #282 of The Tim Ferriss Show.

He reveals practical strategies for saying "no"...



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There are 5 elements of an elegant “no”:

1. Express gratitude for receiving the invite
2. Acknowledge it's a wonderful opportunity
3. Say you thought about the offer carefully
4. Point to why you need to say “no”
(overcommitted, deadline, personal rule, blanket policy, etc.)
5. Wish them luck and say you know the project/event will be a big success



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Ferriss shares an example of a gracious “no” he received from Danny Meyer (the founder of Shake Shack).

Ferriss asked Meyer to participate in his book Tribe of Mentors through their mutual connection, Jeffrey.

On the next slide is Meyer’s effective “no”:



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"Jeffrey, greetings and thanks for writing.

I'm grateful for the invitation to participate in Tim's next book project, but I'm struggling at this moment to make time ends meet for all we're doing at USHG, including my ongoing procrastination with my own writing projects.

I thought carefully about this, and it's clearly a wonderful opportunity, but I'm going to decline with gratitude. Know the book will be a big success!

Thanks again. Danny."



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But how do you know when to say “yes”?

Here are two of my favorite decision-making razors:

1. “If your immediate reaction to an inbound request is not a ‘hell yeah!’ then your answer should be ‘no.’”

—Derek Sivers



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2. "As long as you're doing what you want, it's not a waste of your time.

But if you're not spending your time doing what you want, and you're not earning, and you're not learning—what the heck are you doing?"

—Naval Ravikant



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The older I get, the more I realize:

It's better to be respected than liked.

Declining inbound requests graciously—
to honor your priorities and values—is a
surefire way to earn respect.

Thanks for reading!

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