

APPENDIX B

PAAR™ FRAMEWORK WORKSHEET

A PRACTICAL RESET TOOL FOR FRANCHISE OWNERS

THE PAAR™ FRAMEWORK is designed to help you regain clarity, prevent emotional decision-making, and step back into leadership when pressure rises. Use this worksheet whenever you feel overwhelmed, reactive, or unsure about your next move. It's especially helpful in moments of frustration with staff, financial pressure, emotional customer complaints, challenging franchisor conversations, decision fatigue, or when you feel yourself slipping into fear instead of clarity.

PAAR = P—Pause, A—Assess, A—Act, R—Reflect

P—PAUSE

Purpose: Create space before reacting.

Instruction: Stop. Take one breath. Let the moment settle.

Questions to Answer:

1. What emotion am I feeling right now?

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2. What is happening in my body?

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3. What physical signs do I notice (tight jaw, racing heart, shallow breath)?

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4. How can I slow this moment down (breathe, step away, count to five)?

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A—ASSESS

Purpose: Separate facts from feelings and see the situation clearly.

Questions to Answer:

1. What are the facts of the situation?

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2. What part of this is emotion, fear, or assumption?

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3. What is the real issue beneath the immediate frustration?

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4. What outcome do I actually want?

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5. Is this a people issue, a process issue, or something I contributed to?

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A—ACT

Purpose: Take the next right step, not the perfect one.

Questions to Answer:

1. What is the simplest next step that will move this forward?

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2. What action can I take within the next twenty-four hours?

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3. Who needs to know about this action (staff, franchisor, customer)?

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4. What support or information do I need before I act?

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5. How will I know this action was effective?

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R—REFLECT

Purpose: Turn the experience into growth and strengthen leadership habits.

Questions to Answer:

1. Are my new ideas and actions going to serve the organization?

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2. What would I do differently next time?

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3. What did this moment teach me about myself as a leader?

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5. Is there an action I need to take that is longer term to help this situation not arise again?

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6. What can I adjust in my habits, systems, or communication to prevent similar issues?

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YOUR LEADERSHIP RESET

Write one sentence that captures what you want to carry forward from this experience.

Leadership Reset Statement:

The more you practice PAAR, the faster it becomes automatic.

You can get a fillable PDF at flc.rocks/the-happy-franchisee/worksheets