



## *How to Manipulate the Bear Clan Feelings Map*

### *1. Download and Save the Feelings Map.*

The Feelings Map is available for download as a Microsoft Word file.

Once you download the file, it's recommended that you create a back-up version so that you don't accidentally save over your blank document.

### *2. Open the document in two-page view.*

Depending on your version of MS Word, you may first be prompted to "Enable" editing of the document. Once that's done, you will want to switch the "View" to "Multiple Pages." This will show you the page with the target image and the page with the emoticons, side by side.

### *3. Add the date, title, and any notes in the space indicated.*

Anything can go into the space allotted. However, the assumption is that the feelings map is specific to when it's created. In other words, it's a depiction of the client's feelings at a particular time.

There's several variations on how a feelings map can be created:

- Current feelings when remembering a past event.
- Past feelings when an event was actually occurring.
- An in-the-moment reaction to a conversation that has just occurred.

### *4. Drag emoticons onto the target.*

All of the emoticons are images. Instruct your client to drag any of the emoticons from the second page onto the target on the first page.

There are some additional emoticons at the bottom of the second page. Any of those can be copied and pasted if you want additional "faces." There are also four text boxes that say "Custom." If you click on the text box, the word "Custom" can then be changed to any word desired. The emoticon and the newly created feelings word will have to be dragged separately onto the target image on page one. You have to first click on a text box to select it and you can then drag it.

Typically, more central feelings would go in the center of the target. However, there's a lot of flexibility and your client may have different ideas of how to use the target image.



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Individual emoticons can be resized, rotated, copied, or even have color added to them the same way as any other pictures can be changed.

You can also just print out the pdf version of the Feelings Map Blank and have your client hand draw the emotions they want to select from page two. This method may have the additional benefit of engaging the parts of the client's brain that communicate more readily with drawing.

### *5. Save and/or Print.*

The finished feelings map can be saved and printed just like any other document.

Remember, you may have to use "Save As" instead of "Save" so that you don't over-write your original blank Feelings Map. If that does happen, hopefully you made a back-up copy, or you might have a copy in your Downloads folder. In any case, you can download another blank copy from the Bear Clan, LLC website.

If printing, you're generally only going to want to print the first page.