



# EFT

SELF HELP GUIDE

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# ***EFT Self Help Guide***

By

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# Contents

<b>EFT (Emotional Freedom Technique)</b> .....	4
What is EFT? .....	4
Why you should use EFT? .....	4
What other people are saying about EFT? .....	5
<b>EFT – A Simple Strategy for Improving your Life</b> .....	6
How to do EFT – An Overview .....	6
EFT Points .....	6
The Tapping Sequence Points .....	7
How to Tap on Energy Points? .....	7
<b>EFT – Step by Step How to Do It</b> .....	9
Identify the Problem .....	9
Specify the Problem using a Reminder Phrase .....	10
Rate the Intensity of the Problem .....	10
Setting Up of the Problem .....	10
Perform the Tapping Sequence .....	11
Rate the Problem again .....	12
Redo the steps 4 through 6 until Done .....	12
<b>Self - Assessment Exercises</b> .....	13
Exercise1 .....	13
Exercise2 .....	15
Exercise3 .....	17
Exercise4 .....	19
Exercise5 .....	21
Exercise6 .....	23
<b>Evaluating Your Work</b> .....	25
Evaluation Method 1 .....	25
Evaluation Method 2 .....	25
<b>Frequently Asked Questions</b> .....	27
<b>About Tania A Prince</b> .....	28
<b>Other Products by Tania A Prince</b> .....	29

## Chapter 1

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# EFT (Emotional Freedom Technique)

### What is EFT?

EFT (Emotional Freedom Technique) is a psychological version of acupuncture, the difference being that no needles are used in this method of physical and emotional healing. In the past two decades, EFT has come to be viewed by therapists worldwide as a simple and but highly effective form of therapy that can also be self-administered. The number of people worldwide benefiting from this easy-to-use technique has increased dramatically over the years.

A typical EFT session involves tuning your mind into a certain physical or psychological ailment, while you tap gently on acupoints (energy points) located on your body and face generally with your fingertips. Like acupuncture, EFT makes use of human body's bio-energy system to maintain a balanced flow of energy in human body and mind.

While many conventional, better known therapy techniques may take months or years to achieve results, EFT often can relieve you from emotional as well as physical problems in hours or days, sometimes even within minutes. The steps involved in an EFT session are very easy to learn, and one can find a lot of help online through eBooks, user manuals and video tutorials. People from all over the world have reported getting results with EFT on a vast range of problems such as addictions, phobias, depression, stress and physical pains of all types. Many of these reports can be found on the internet.

### Why You Should Use EFT?

EFT, as mentioned before, is an extremely effective psychological tool that can relieve you from hundreds of daily-life issues. Some of the most common health issues for which EFT has shown profound effects include:

- Stress, anxiety
- Traumas
- Depression, Dissatisfaction
- Migraines
- Fear of public speaking
- Pain in arms, neck, backbone, legs and shoulders
- Inability to manage work load

- Weight loss or gain
- Addictions such as cigarettes, tobacco and alcohol
- Sense of worthlessness or loneliness
- Sleep problems, Nightmares, Panic attacks

If you are someone who is suffering from any of the issues listed above, EFT could help you. Initially, some people are hesitant to believe in the healing power of EFT and this thought stops them from using EFT. This is a lost opportunity. You do not need to believe in EFT for it to work. The best way, even if you have doubt, is to try it and just see what happens, you might just be pleasantly surprised!

EFT not only assists you in overcoming your problems, it also serves as a quick means to add to your quality of life. EFT can help with:

- Your personal as well as professional growth
- Increasing your self-esteem
- Creating opportunities for yourself and others
- Improving the quality of your life
- Managing your office and home tasks well
- Establishing long term personal as well as business relationships

Looking at the above mentioned benefits of EFT, it becomes evident as to why you should use EFT.

## What Other People are Saying about EFT?

*"EFT has completely changed the way I live my life. I never felt so energetic, focused and happy in my life as I do now. EFT therapeutic process was one of the best experiences I have ever undergone!"*

*"It has shown results that exceed my expectations. I am more confident about my work and my personality than I ever was. I feel as if I am given a new life in which there is no sorrow..."*



## Chapter 2

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# EFT – A Simple Strategy for Improving your Life

## How to do EFT – An Overview

An EFT session consists of the two steps:

1. Set Up: Tune your mind into the problem by use of words whilst gently tapping on the karate chop point (point 9, listed below).
2. EFT Sequence Points: Tap gently on the 8 different energy points mentioned below (1-8) to release/ balance your body's energy disturbances

## EFT Points

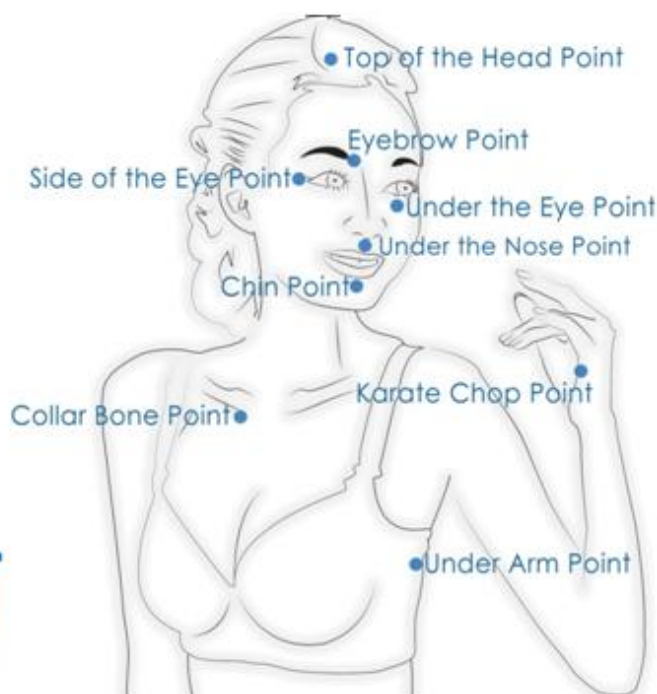
The 9 tapping points used in EFT are as follows:

1. Top of the head point
2. Eyebrow Point
3. Side of the eye point
4. Under the eye point
5. Under the nose point
6. Chin point
7. Collar bone point
8. Under the arm point
9. Karate Chop Point

This image shows the 9 energy points used in EFT including the Karate Chop Point. You tap gently with your finger tips. You should

tap at least seven times on each of the tapping points. Generally rather than count the number of taps, we tap for as long as it takes to say the reminder phrase (the words we use to tune into the problem).

**EFT**  
TAPPING CHART



## The EFT Sequence Points

Tapping generally starts from top of the head and then goes down the body in the sequence shown here.

1. Top of the head point
2. Eyebrow Point
3. Side of the eye point
4. Under the eye point
5. Under the nose point
6. Chin point
7. Collar bone point
8. Under the arm point

## How to Tap on Energy Points?

### 1. Tapping on Top of the Head

It is recommended that you use all the fingers of your hand to tap on this acupoint. In this way, you do not need to bother about the exact location of the point.

### 2. Tapping on the Facial Points

Usually two fingers are used to tap on the facial points. These points include:

- The Eyebrow Point
- Side of the eye point
- Under the eye point
- Under the nose point
- Chin Point

### 3. Tapping on Collar Bone Point

The exact location of the collar bone point has been shown in the image. Tap on these points gently with your two fingers. Alternatively you can gently tap with the fist or hand. If you tap central, where the collar bones meet you can tap on both collar bone points at the same time. It is your choice which method you prefer to use.

### 4. Tapping on Under the Arm Point

Under arm point can be found about 3 -4 inches below your armpit. You can use the diagram to help you find the exact location of this point on your body. Tap gently on this point using four fingers.



## **5. Tapping on the Karate Point**

The Karate point is located on the side of your hand half an inch below the point where the smallest finger starts. You can tap on this point with two, three or four fingers. It is your choice.

Some of the tapping points are present on the left as well as the right side of your body. You may choose to tap any of these two points. You can also tap simultaneously on both the sides. It does not matter whether you tap on the exact point. Many people get results regardless. The key is to tap whilst your mind is fully tuned into the problem.

## Chapter 3

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### EFT – Step by Step How to do it

EFT consists of the steps listed below.

1. Identify the problem you want to resolve using EFT
2. Come up with a sentence or word that expresses your problem. This phrase is termed as ***“Reminder Phrase”***.
3. Assess the intensity of the problem on a scale from 0 – 10, and record it on the worksheet attached with this manual.
4. Set up your problem using the following format:  
  
“Even though I have (say the reminder phrase) I completely and totally love and approve of myself”. Repeat this sentence three times whilst tapping on the karate chop point. Generally this is said out aloud to stop the thoughts straying away from the problem.
5. Start the tapping sequence. Tap with gentle percussive tapping on each point in the tapping sequence saying out aloud the reminder phrase.
6. Reassess the intensity of your problem on a scale from 0 – 10, and record it again on the worksheet.
7. Redo the above steps from 4 - 6 until you get to 0 on the scale or as near as possible.

#### 1. Identify the Problem

Before you start working on your problem, you should take a moment to identify it clearly. For example, if it is pain, notice, where is it in your body etc. If it is an emotional issue, what emotion and where are you feeling it in your body?

Note that for EFT to be effective, you need to tune your mind into the problem. A good knowledge of the problem will help you do that.

## 2. Specify the Problem Using a Reminder Phrase

The Reminder Phrase is a sentence that is used to refer to the problem during the tapping process. As the name suggests, the reminder phrase keeps reminding you of the problem during the EFT process. It stops your mind straying and keeps you tuned into your specific problem. The phrase could represent a memory from the past, or it could refer to a pain in your neck or backbone or an emotion. Whatever phrase you choose, it should be specific to the problem you want to get over using Emotional Freedom Technique (EFT).

### Examples of Reminder Phrases:

1. I'm afraid of cold water.
2. My lower back is aching badly.
3. I am not going to forgive Jack for going behind my back. (bad memory)
4. My boss never appreciates me no matter how good I perform at work.

## 3. Rate the intensity of the Problem

On a scale from 0 – 10, rate the intensity of the problem. Here 0 implies that the problem has completely gone, whereas a value of 10 means 100% presence of the problem. These ratings are only meant as a guide for you to know whether EFT is helping you overcome the problem or not. If after tapping the intensity is not decreasing, it can be because you are not tapping on the true issue. Explore the problem in more detail. Sometimes when we tap with EFT the emotional intensity may increase, this can be because the true problem has been uncovered and is coming to the surface. When this happens tap on what emerges until it goes down to zero intensity or as close as possible. In some cases, people do need the guidance of an experienced therapist. If you are not getting results then I would advise you to seek out the help of someone highly experienced with EFT.

## 4. Setting Up of the Problem

In this step, you tap on your karate chop point three times and during each tap, you say the reminder phrase generally followed by a self-acceptance affirmation as below:

*“Even though \_\_\_\_\_, I completely and totally love and approve of myself.”*

The blank shown in the set up statement is filled in with the reminder phrase developed in the step 2. Hence a complete set up statement for the reminder phrase 4 would be:

*“Even though my boss never appreciates me no matter how good I perform at work, I completely and totally love and approve of myself.”*

You say this set up statement each time you tap on your karate chop point:

Karate chop point: *“Even though my boss never appreciates me no matter how good I perform at work, I completely and totally love and approve of myself.”*

Karate chop point: *“Even though my boss never appreciates me no matter how good I perform at work, I completely and totally love and approve of myself.”*

Karate chop point: *“Even though my boss never appreciates me no matter how good I perform at work, I completely and totally love and approve of myself.”*

This completes the set-up statement.

## 5. Perform the Tapping Sequence

In this step, you tap on all the 8 acupoints once while you say the reminder phrase. The reminder phrase keeps you tuned into your problem all the time while you tap. This completes your initial round of EFT.

Remember the reminder phrase that you use doesn't include the words *“even though”* and *“I completely and totally love and approve of myself.”*

**Example:** A tapping sequence using the reminder phrase, *“My boss never appreciates me no matter how good I perform at work”*, would look like this:

- Top of the Head Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Eyebrow Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Side of the Eye Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Under the Eye Point: *“My boss never appreciates me no matter how good I perform at work.”*

- Under the Nose Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Chin Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Collar Bone Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Under the Arm Point: *“My boss never appreciates me no matter how good I perform at work.”*
- Karate Point: *“My boss never appreciates me no matter how good I perform at work.”*

## 6. Rate the Problem Again

At this point, you rate the intensity of your problem on a scale of 0 – 10 once again.

## 7. Redo the Steps 4 through 6 Until Done

The results of step 6 help you determine what you need to do next. As stated before, an intensity value of 0 indicates that your problem has gone, at this point test to make sure, whereas values other than 0 mean that you need to perform another round of EFT.

Repeat the steps 4 through 6 until the intensity level goes down to a value of 0. You may need to modify the words that you use to describe the feeling as you go along until zero is reached. During the tapping process other aspects (elements of the problem) may pop into your mind, if this happens note them down. Once you clear what you are currently working on, work on the new aspect. Tap the new aspect until it reaches zero intensity or as close as possible.

Once you have tapped through all the aspects related to your problem, bring your awareness to how you now feel. You might feel lighter or clearer, or more like smiling, whatever it is, notice it.

## Chapter 4

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### Self – Assessment Exercises

#### Exercise 1

**1. Identification of Problem**

What is the problem that is stopping you from living your life freely? State your problem:

**2. Reminder Phrase**

What is the reminder phrase that best refers to your problem?

**3. Intensity Level BEFORE EFT session**

On a scale of 0 – 10, how will you rate the intensity level of your problem?

**4. End Point of EFT**

What do you need to notice to let you know that your problem has gone?

Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?



## Exercise 2

### 1. Identification of Problem

What is the problem that is stopping you from living your life freely? State your problem:

### 2. Reminder Phrase

What is the reminder phrase that best refers to your problem?

### 3. Intensity Level BEFORE EFT session

On a scale of 0 – 10, how will you rate the intensity level of your problem?

### 4. End Point of EFT

What do you need to notice to let you know that your problem has gone?

Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?

## Exercise 3

### 1. Identification of Problem

What is the problem that is stopping you from living your life freely? State your problem:

### 2. Reminder Phrase

What is the reminder phrase that best refers to your problem?

### 3. Intensity Level BEFORE EFT session

On a scale of 0 – 10, how will you rate the intensity level of your problem?

### 4. End Point of EFT

What do you need to notice to let you know that your problem has gone?

Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?

## Exercise 4

### 1. Identification of Problem

What is the problem that is stopping you from living your life freely? State your problem:

### 2. Reminder Phrase

What is the reminder phrase that best refers to your problem?

### 3. Intensity Level BEFORE EFT session

On a scale of 0 – 10, how will you rate the intensity level of your problem?

### 4. End Point of EFT

What do you need to notice to let you know that your problem has gone?

Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?

## Exercise 5

### 1. Identification of Problem

What is the problem that is stopping you from living your life freely? State your problem:

### 2. Reminder Phrase

What is the reminder phrase that best refers to your problem?

### 3. Intensity Level BEFORE EFT session

On a scale of 0 – 10, how will you rate the intensity level of your problem?

### 4. End Point of EFT

What do you need to notice to let you know that your problem has gone?



Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?

## Exercise 6

### 1. Identification of Problem

What is the problem that is stopping you from living your life freely? State your problem:

### 2. Reminder Phrase

What is the reminder phrase that best refers to your problem?

### 3. Intensity Level BEFORE EFT session

On a scale of 0 – 10, how will you rate the intensity level of your problem?

### 4. End Point of EFT

What do you need to notice to let you know that your problem has gone?

Now perform the steps 4 through 6 of the EFT. Repeat these steps until you start experiencing relief.

**5. Share your Experience with today's EFT session**

Explain your experience in a few lines

**6. Intensity Level AFTER EFT session**

Now that you have completed your EFT session, how will you rate the intensity level of your problem on a scale of 0 – 10?

## Chapter 5

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### Evaluating Your Work

One of the biggest mistakes that newcomers make using EFT is that they do not test their work sufficiently. The consequence of this is that over time the problem may “come back”. This happens because all the aspects of the problem were not properly addressed and cleared. Over time, some of these aspects start reappearing and it seems as if EFT has not produced long-lasting results.

Therefore it is important that you make a list of all the aspects of your problem, and address all these aspects one by one during your EFT session.

Once you are done with all different aspects, it is time to test your work. Two methods are usually used to test the results of EFT. We have described both of these methods here:

#### Evaluation Method 1

Once the intensity of the problem is down to zero and it seems as if it has completely gone, try to get the problem back by thinking whatever you want to think. If you are not able to get any of the problem back at all, redo this, but try even harder, be ruthless with yourself so that you really test that it is gone. If something is found continue to do EFT until it is completely gone and then do the testing process again.

#### Evaluation Method 2

Once the intensity of the problem is down to zero and it seems as if it has completely gone, if what you were working on was a memory, imagine stepping inside of the memory as if you are there now, looking out of your eyes, seeing what you saw. Turn up the colours, bring everything closer, turn up the volume, smells, tastes and see if you can get any feeling back. If it is fully cleared you should not be able to. If something is found just continue to do EFT until it is completely gone and then do the testing process again.

Asking at the beginning of the session, “*what needs to happen to let you know you no longer have this problem*”, is a good question to ask yourself or client before tapping so that you have identified the evidence needed for you to know you have the result. It is not unknown for people to not know that they have cleared a problem.

I worked with a client with claustrophobia years ago who never recognized that she was reacting differently to small rooms. We worked on her claustrophobia in the first session. When she turned up for the second session, she asked where the toilet was in the building. I told her it was in the basement of the building. As she sat down in my office after going to the small enclosed room in the basement, I asked her if she had noticed anything different about her problem or whether she had had a chance to test the work that we had done in the first session. She casually reported to me that she had not been anywhere that would have tested the problem. It was only half way through the session that it dawned on her that she would never have been able to go to the basement room before that first session we had done.

It is always easier to notice what is there. When the uncomfortable feeling is no longer there our mind often becomes oblivious to the situation that previously would have been taken our full attention.

So start off any work that you do with the end point in mind.

## Frequently Asked Questions

**Q: How long does it take for EFT to work?**

A: EFT is a comparatively fast therapeutic technique. While other more conventional techniques take months or years to work, EFT often requires minutes, hours or days to completely deal with your problem. Results are never guaranteed though as issues can sometimes be complex. Complex issues generally require the assistance of a trained therapist.

**Q: Is EFT safe to use?**

A: EFT is a psychological technique and it does not involve any kind of medicines or surgery etc. Therefore, it is generally a safe non intrusive technique. EFT can in many cases clear highly emotive issues gently, in many cases without a tear being shed. In other cases people may experience emotions whilst using EFT. It is quite normal when dealing with problems to have emotions emerge. EFT can however then clear these emotions. EFT does not create these issues, it can however uncover them and thus provide an opportunity to deal with them. For some however their issues are such that the use of ANY psychological technique is contra-indicated without the presence and guidance of a qualified health care practitioner. If in any doubt please consult with your health care professional.

**Q: I have never used EFT before and I do not personally believe in its power. Should I give it a try?**

A: EFT is a very simple and friendly technique, and the most interesting thing about EFT is that you do not need to believe in it to get results. We recommend that newcomers should definitely give it a try.

**Q: I am a newcomer and I do not have a deep understanding of the minor details of EFT. Will EFT produce my desired results for me?**

A: EFT is generally a very forgiving technique; you do not need to do it “perfectly” to get results, although having knowledge and understanding of it will improve your results, especially with difficult problems.

**Q: Does EFT have different procedures for different problems?**

A: EFT works effectively regardless of the problem that you want to apply it on. This is the beauty of EFT that it produces equally effective results for all the possible types of problems.

## About Tania A Prince

Tania A Prince is an EFT Master, one of only 29 in the world. She is one of the authors of the acclaimed cutting edge book, "EFT and Beyond". She presents at many of the EFT World Conferences and is a regular guest on internet summits. She is also the creator of Inner RePatterning. She was also the organizer of the EFT Masterclass Conference 2009.

Tania is one of the leading innovators in the field of EFT, having developed processes for detaching from ancestral programs and also intention based EFT. She is highly experienced in working with clients using energy therapies and has worked with thousands of people. Her work ranges from dealing with serious illnesses to business success, confidence building and peak performance.

She runs one of the oldest established EFT Training Schools, where she regularly demonstrates the effectiveness of EFT to the students. Her courses are renowned for their depth and humour.

Her work has been featured on TV and radio.



## Other Products by Tania A Prince

- **Live Now – the Journey to Bliss**

*A 40 day program using Inner RePatterning*

- **EFT Tapping Charts**

*Essential EFT tapping charts*

These can be purchased from Tania's website which is listed below.

All the best,

Tania

Tania A Prince

EFT Master

NLP Trainer

Subscribe to the Free Newsletter EFT Unleashed:

<http://www.eft-courses.co.uk>

*Tania runs EFT Training courses in Manchester, England. These include beginners and advanced courses. She also runs specialist trainings in Marketing and Public Speaking.*

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