



RESOURCE 3.1

WEEKLY RELATIONSHIP CHECK-IN TEMPLATE

HVL Connect Client Resource

Dante Yigael, Certified Life & Relationship Coach

Email: dante@hvlccc.com | Phone: 832-800-0417 | www.hvlconnect.com

ABOUT THIS RESOURCE

Purpose: This template provides a structured weekly check-in to maintain connection, address issues early, and strengthen your relationship.

When to use this:

- Every week as a regular practice
- When you're feeling disconnected
- To prevent small issues from becoming big problems
- To maintain intimacy and communication
- As preventive relationship maintenance
- During transitions or stressful times

What this resource provides:

- Structured conversation format
- Questions to guide discussion
- Tracking tools for patterns
- Action planning framework
- Connection-building exercises

Time needed: 30-60 minutes per week

Important: Both partners should participate willingly. This is not a time to attack or criticize, but to connect and collaborate.



INTRODUCTION: WHY WEEKLY CHECK-INS MATTER

The Power of Regular Check-Ins

WEEKLY CHECK-INS:

- Prevent small issues from becoming big problems
- Maintain emotional connection
- Create space for vulnerable conversation
- Keep you on the same page
- Build trust and intimacy
- Show commitment to the relationship
- Create accountability for growth

Think of it as preventive maintenance for your relationship.

What Makes Check-Ins Effective

EFFECTIVE CHECK-INS:

- Happen consistently (same time each week)
- Are protected time (no distractions)
- Include both partners equally
- Focus on connection, not just problems
- End with appreciation and action steps
- Are safe and non-judgmental
- Balance honesty with kindness

This template guides you through all of this.

Setting Up Your Check-In Practice

LOGISTICS:

When:

- Choose a consistent day and time
- Weekly, same time if possible
- When you're both rested and available
- Not when rushed or stressed



Our check-in time:

Day: _____ Time: _____

Where:

- Private space
- No distractions (phones off)
- Comfortable setting
- Face-to-face

Our check-in location:

Ground rules:

- ☐ Both partners participate willingly
- ☐ Listen without interrupting
- ☐ Speak honestly but kindly
- ☐ No attacking or blaming
- ☐ Focus on solutions, not just problems
- ☐ End on positive note
- ☐ What's shared stays between us

Additional ground rules we agree on:



PART 1: WEEKLY CHECK-IN TEMPLATE

Opening: Connection and Gratitude

START WITH CONNECTION (5-10 minutes)

Take a moment to:

- Put away all distractions
- Make eye contact
- Take a few deep breaths together
- Hold hands or sit close
- Remember you're on the same team

GRATITUDE EXCHANGE:

Partner 1: "This week, I appreciated..."

Partner 2: "This week, I appreciated..."

Why start with gratitude:

- Sets positive tone
- Reminds you what's working
- Creates goodwill
- Builds positive sentiment

Section 1: Individual Check-In

EACH PARTNER SHARES (10-15 minutes total)

Partner 1:

How I'm doing overall (1-10): _____

What's been on my mind this week:



What I'm struggling with:

What I'm excited about:

What I need from you:

What I need from myself:

Partner 2:

How I'm doing overall (1-10): _____

What's been on my mind this week:

What I'm struggling with:



What I'm excited about:

What I need from you:

What I need from myself:

AFTER EACH PERSON SHARES:

- Other partner reflects back what they heard
- Validates feelings
- Asks clarifying questions
- Offers support

No fixing, just listening and understanding.

Section 2: Relationship Check-In

HOW ARE WE DOING? (10-15 minutes)

Our relationship this week (1-10): _____

What went well this week:

What was challenging:



Where we felt connected:

Where we felt disconnected:

Moments I felt loved:

Moments I felt hurt or frustrated:

CONNECTION ASSESSMENT:

Rate each area (1-10):

Communication: _____

Emotional intimacy: _____

Physical intimacy: _____

Quality time: _____

Conflict resolution: _____

Support and teamwork: _____

Fun and playfulness: _____

Trust and safety: _____

Areas that need attention:



Section 3: Issues to Address

WHAT NEEDS TO BE DISCUSSED? (10-20 minutes)

Small issues to address:

Bigger concerns:

Patterns we're noticing:

FOR EACH ISSUE:

Issue: _____

Partner 1's perspective:

Partner 2's perspective:

What we both need:



Possible solutions:

1. _____
2. _____
3. _____

What we'll try this week:

Who will do what:

Partner 1: _____

Partner 2: _____

CONFLICT RESOLUTION REMINDERS:

- Use "I feel" statements
- Listen to understand
- Avoid the Four Horsemen (criticism, contempt, defensiveness, stonewalling)
- Look for win-win solutions
- Take breaks if needed
- Repair if things get heated

Section 4: Planning and Coordination

UPCOMING WEEK (5-10 minutes)

Important dates or events:

Commitments and schedule:

Partner 1: _____

Partner 2: _____

Potential stressors:



How we'll support each other:

Date night or quality time plan:

When: _____

What: _____

Individual time needs:

Partner 1: _____

Partner 2: _____

Section 5: Goals and Growth

RELATIONSHIP GOALS (5 minutes)

What we're working on:

Progress this week:

What we'll focus on next week:

How we'll hold each other accountable:



Closing: Appreciation and Connection

END ON A POSITIVE NOTE (5 minutes)

Partner 1: "One thing I love about you is..."

Partner 2: "One thing I love about you is..."

Partner 1: "I'm committed to..."

Partner 2: "I'm committed to..."

Together: "This week, we will..."

RECONNECTION:

- Hug or kiss
- Express love
- Thank each other for the check-in
- Do something connecting (walk, cuddle, etc.)



PART 2: TRACKING AND PATTERNS

Monthly Relationship Review

AT THE END OF EACH MONTH, REVIEW YOUR WEEKLY CHECK-INS:

Month: _____

Overall relationship rating average: _____

What went well this month:

What was challenging:

Patterns we noticed:

Progress on goals:

What we're celebrating:

What we're working on next month:



Connection Trends

TRACK OVER TIME:

Week 1 rating: _____

Week 2 rating: _____

Week 3 rating: _____

Week 4 rating: _____

Trend: ☐ Improving ☐ Stable ☐ Declining

If declining, what's contributing?

What we'll do about it:

Areas of Growth

OVER THE PAST MONTH:

Communication:

☐ Improved ☐ Same ☐ Needs work

Notes: _____

Emotional intimacy:

☐ Improved ☐ Same ☐ Needs work

Notes: _____

Physical intimacy:

☐ Improved ☐ Same ☐ Needs work

Notes: _____

Conflict resolution:

☐ Improved ☐ Same ☐ Needs work

Notes: _____



Quality time:

☐ Improved ☐ Same ☐ Needs work

Notes: _____

Support and teamwork:

☐ Improved ☐ Same ☐ Needs work

Notes: _____

What's working:

What needs more attention:



PART 3: SPECIAL CHECK-IN FORMATS

Quick Check-In (15 minutes)

FOR BUSY WEEKS:

How are you? (1-10): _____

How are we? (1-10): _____

One thing that went well:

One thing that was hard:

One thing I need from you:

One thing I appreciate:

Plan for this week:

Deep Dive Check-In (90 minutes)

FOR MONTHLY OR WHEN NEEDED:

All sections from weekly check-in PLUS:

Deeper questions:

- What do you need more of from me?
- What do you need less of?
- How can I love you better?



- What are you afraid to tell me?
- What dreams do you have for us?
- What's your biggest relationship fear?
- What makes you feel most loved?

Extended goal-setting:

- 3-month relationship goals
- Individual growth goals
- Shared vision work

Intimacy building:

- Emotional sharing exercises
- Physical connection time
- Vulnerability practice

Crisis Check-In

WHEN THINGS ARE HARD:

What's happening:

How I'm feeling:

What I need:

How we'll get through this:

Support we need:



Immediate action steps:

1. _____
2. _____
3. _____

Follow-up plan:



PART 4: CHECK-IN CONVERSATION GUIDES

Questions for Connection

USE THESE TO DEEPEN YOUR CHECK-INS:

About each other:

- What's been the best part of your week?
- What's been the hardest part?
- What's on your mind lately?
- What are you worried about?
- What are you excited about?
- How can I support you better?

About the relationship:

- When did you feel closest to me this week?
- When did you feel distant?
- What made you feel loved?
- What hurt your feelings?
- What do you need more of from me?
- What do you need less of?

About the future:

- What are you looking forward to?
- What are you dreading?
- What do you hope for us?
- What dreams do you have?
- Where do you see us in a year?
- What do you want to create together?

Questions for Conflict Resolution

WHEN ADDRESSING ISSUES:

Understanding:

- Help me understand your perspective
- What do you need me to know?
- How did that make you feel?
- What would have felt better?

**Taking responsibility:**

- What's my part in this?
- How have I contributed?
- What can I do differently?
- How can I make this right?

Finding solutions:

- What would help?
- What do we both need?
- What are our options?
- What can we try?
- How will we know it's working?

Questions for Intimacy

BUILDING EMOTIONAL CONNECTION:**Vulnerability:**

- What are you afraid to tell me?
- What do you need me to understand about you?
- What makes you feel most vulnerable?
- How can I make it safer for you to open up?

Appreciation:

- What do you love about us?
- What am I doing that you appreciate?
- What makes you feel loved by me?
- What's your favorite memory of us?

Dreams:

- What do you dream about for us?
- What kind of life do you want to build?
- What adventures do you want to have together?
- How do you want to grow together?



PART 5: TROUBLESHOOTING

When Check-Ins Feel Hard

COMMON CHALLENGES:

"We don't have time"

- Schedule it like any important appointment
- Start with 15-minute quick check-ins
- Prioritize your relationship

"It feels forced or awkward"

- Normal at first; gets easier with practice
- Use the template until it feels natural
- Focus on connection, not perfection

"We end up fighting"

- Review ground rules
- Take breaks when needed
- Focus on one issue at a time
- Consider couples therapy for support

"One person doesn't want to do it"

- Discuss why it matters
- Start small (quick check-ins)
- Make it positive, not just problem-focused
- Lead by example

"We forget or skip it"

- Set recurring calendar reminder
- Make it a ritual (same time/place)
- Hold each other accountable
- Restart if you miss a week

Making Check-Ins Work

TIPS FOR SUCCESS:

Be consistent:

- Same time each week
- Protect this time
- Don't cancel unless emergency
- Make it non-negotiable

**Be present:**

- No phones or distractions
- Give full attention
- Make eye contact
- Be mentally and emotionally present

Be honest:

- Share what's really going on
- Don't hide or minimize
- Be vulnerable
- Trust each other with truth

Be kind:

- Speak with love
- Avoid criticism and contempt
- Use gentle language
- Remember you're on same team

Be solution-focused:

- Don't just complain
- Look for solutions together
- Take action on what you discuss
- Follow through on commitments



PART 6: YOUR CHECK-IN COMMITMENT

Setting Up Your Practice

WE COMMIT TO WEEKLY CHECK-INS:

Our check-in schedule:

Day: _____

Time: _____

Location: _____

Our ground rules:

1. _____
2. _____
3. _____
4. _____

How we'll remember:

What we'll do if we miss one:

How we'll make it positive:

Our Relationship Agreement

WE AGREE TO:

- ☐ Show up willingly and with open hearts
- ☐ Listen without interrupting or defending
- ☐ Speak honestly but kindly
- ☐ Focus on solutions, not just problems
- ☐ Take responsibility for our parts
- ☐ Follow through on commitments
- ☐ Celebrate what's working



- ☐ Address issues early
- ☐ Prioritize our connection
- ☐ Grow together

Why this matters to us:

Partner 1 signature: _____

Partner 2 signature: _____

Date: _____



FINAL REMINDERS

Check-Ins Are Investment in Your Relationship

30-60 MINUTES PER WEEK:

- Prevents hours of conflict
- Maintains connection
- Addresses issues early
- Strengthens your bond
- Shows commitment
- Builds intimacy

It's worth it.

Small Consistent Actions Build Strong Relationships

WEEKLY CHECK-INS:

- Create habit of communication
- Build trust over time
- Prevent disconnection
- Keep you aligned
- Show you care
- Make relationship a priority

Consistency matters more than perfection.

This Is Preventive Care

YOU WOULDN'T SKIP:

- Regular car maintenance
- Annual health check-ups
- Dental cleanings
- Home maintenance

WHY SKIP RELATIONSHIP MAINTENANCE?

Weekly check-ins are preventive care for your relationship.

They're easier than repairing major damage.



You're Building Something Beautiful

BY COMMITTING TO WEEKLY CHECK-INS:

- You're prioritizing your relationship
- You're investing in your future together
- You're creating safety and trust
- You're building lasting intimacy
- You're showing love through action

This is how strong relationships are built.

NEXT STEPS

AFTER REVIEWING THIS RESOURCE:

- Choose your check-in day and time
- Set recurring calendar reminder
- Review ground rules together
- Do your first check-in this week
- Track your progress
- Adjust as needed
- Make it a non-negotiable practice
- Celebrate your commitment to each other

ADDITIONAL RESOURCES

RELATED HVL CONNECT RESOURCES:

- Resource 3.2: Intimacy Building Exercises
- Resource 3.3: Creating Shared Rituals and Traditions
- Resource 3.4: Managing Extended Family and Friend Dynamics

RECOMMENDED READING:

- "The Seven Principles for Making Marriage Work" by John Gottman
- "Hold Me Tight" by Sue Johnson
- "The Relationship Cure" by John Gottman



ABOUT HVL CONNECT

Dante Yigael, Certified Life & Relationship Coach

Specializations:

- Couples Coaching
- Communication and Connection
- Relationship Maintenance
- Conflict Resolution

Approach:

- Evidence-based (Gottman Method, EFT)
- Practical and actionable
- Focused on prevention and growth
- Supportive of your relationship journey

Contact:

Email: dante@hvlccc.com

Phone: 832-800-0417

Website: www.hvlconnect.com

**Your relationship is worth 30-60 minutes per week.
Start your check-in practice today.**