



5 Minute *Correction* of your *Direction* Worksheet

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Feeling swamped, tired or overwhelmed with too many priorities?

This exercise will take *5 minutes* and will help you redirect.

Print or download and fill in spaces directly on form. No one can see your answers (unless you show someone).

Answer the following quickly and without much thought or analysis.

1. My days are best when: (fill in only things that are within your control—e.g. “the sun is shining”—not within your control)

1. _____

2. _____

3. _____

2. Of the 3 above this one is most essential to me having a good day:

3. My life and work would be substantially improved if I:

(Check a maximum of 4 boxes)

- | | | |
|------------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Worked out more | <input type="checkbox"/> Slept better/more | <input type="checkbox"/> Took more alone time |
| <input type="checkbox"/> Invested in relationships | <input type="checkbox"/> Meditated more/daily | <input type="checkbox"/> Learned more |
| <input type="checkbox"/> Celebrated more | <input type="checkbox"/> Worked on my patience | <input type="checkbox"/> Spoke-up more |
| <input type="checkbox"/> Cleaned my office | <input type="checkbox"/> De-cluttered my _____ | <input type="checkbox"/> Cleaned my home |
| <input type="checkbox"/> Took a trip | <input type="checkbox"/> Asked for help | <input type="checkbox"/> Took more spiritual time |
| <input type="checkbox"/> Improved my communication at work | <input type="checkbox"/> Got some therapy (physical or psychological) | <input type="checkbox"/> Became a better listener |

3. Write yourself a quick note about the 4 above and quickly state WHY each one would be an improvement on your current work and personal life-work fast—and *Be Nice!*

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

All Done! There is no action list to follow—simply ponder the above and move toward it—or don't. *But I hope you do.*

Best, Brenda

PS. If this free worksheet made you go, "Um, YES! I need more of this in my life!" ... don't miss my weekly [COACHING MINUTE](#), powerful insights for professionals—that takes only a *minute* to read. www.ManagementMomentum.net