

CLEAR VISION

workbook

ACTIVE·lii

Take a deep breath, you got this!

Yes, you have all the things to do, trying to balance it all, multiple thoughts rolling in, and a massive overwhelm wondering how you can do it all.

Am I right?





It's time to take time to get clear on what you want to achieve so you stop feeling like you are running around in circles every day with no movement forward. And guess who is in control of what goes on your calendar?

YOU!

Your time and energy is sacred, so let's take control of it today.

Being clear on your goals + vision = your roadmap

ACTION STEPS:

-  Track all of what you do in the day. From the moment you wake up to the moment you get to bed to sleep.
-  Notice all the things that either distract you, trigger you or even your mood shifts. This is **normal!** Let it happen!
-  Identify your priorities. Highlight any of the tasks you did that are priority/things that move you towards your goals. Remember: If everything is important, then nothing is important.
-  Identify what is taking up most of your time. Is what you are doing important? Or just distractions/procrastinating?

NOTICE...

Distractions.

Track them all without judgement. Notice when they happen and how you react to them.

Triggers.

Note and document what is getting you triggered in your day. Is it deadlines? Kids? Social media? Write it down.

Mood Shifts.

Are you feeling different emotions when doing different things? Note what you are feeling.

There is no judgement in this activity. This is about YOU, noticing who YOU are and how YOU act/react with what life is providing.

Here I've included an example of my morning/afternoon.

- 7am: wakeup (snoozed twice)
- 7:15am: bathroom + brushed teeth
- 7:30am: prep + drink celery juice
- 7:40am: change to workout clothes
- 7:45am: prep pre-workout (need the caffeine!)
- 8am: sit at desk for morning routine
- 8:05am: check planner for the day (excited to tackle today)
- 8:10am: journal
- 8:30am: workout (massive endorphins-love it!!)
- 9:10am: post workout breakfast shake
- 9:30am: distracted by social media
- 9:50am: check-in with virtual gym clients
- 10:20am: check emails (ughhh so much spam!)
- 10:38am: shower + get ready for the day
- 11:20am: sit at computer to work on social media content
- 12pm: lunch
- 12:30pm: snuggle with Mochi (the best dog!!)

LET'S GET CLEAR!



LET'S GET CLEAR!



LET'S REFLECT!

Describe your day:

What was your biggest finding?:

Did you find any gaps in your time? Which one's?:

LET'S REFLECT!

MORNING:

Describe what your ideal morning looks like:

What habits can you implement to make it happen?

AFTERNOON:

Describe what your ideal afternoon looks like:

What habits can you implement to make it happen?

EVENING:

Describe what your ideal evening looks like:

What habits can you implement to make it happen?